



## Communities of Practice: Rural Communities Opioids Response Program Sustainability Plan Development and Submission Guide

### *Conducting the Assessment Using Average Scores – Directions for Project Directors*

All COP-RCORP local communities will complete the Program Sustainability Assessment Tool (PSAT) from Washington University. The PSAT will be used as a sustainability assessment about the capacity of your local planning infrastructure, which is your Local COP-RCORP Consortium.

These instructions are for those who plan to have a local core planning group complete the assessment individually and receive a Summary Assessment report with average scores in the eight domains. Below are some key points to keep in mind.

### Important Context Regarding Sustainability

- This sustainability assessment is not about sustaining an individual program or your current strategic plans. Instead, it is as an opportunity to reflect on your local consortium's capacity to engage, monitor, and adapt your plans to address opiate used disorders over time.
- As you and other staff answer the assessment questions, you will frequently see the word "Program". It is important to consciously replace the word, "Program" every time it appears with "Local COP-RCORP Consortium."
- We are not able to change the words in the questions, so you will need to make this replacement in your mind every time you see it.

### Sustaining Capacity

- Many factors contribute to sustainability. The sustainability assessment tool will hopefully enable you to assess your Local CoP-RCORP Consortium's current capacity for sustainability across a range of specific organizational and contextual factors.
- With knowledge of these critical factors, stakeholders can focus on building *capacity* for sustainability and positioning their efforts for long term success.
- As a reminder, your community has been selected for this HRSA initiative to build your local capacity. Please resist the urge to "paint a perfect" picture when responding to the questions.
- In fact, it is expected that you will have low ratings in one or more areas. You will utilize the identified sustainability strengths and challenges to reflect on your capacity to sustain your local efforts. This reflection will then be used to guide the development of a sustainability plan.

### **Step 1 – Complete the Assessment**

1. Receive an email invitation to participate in the survey. Each person you identified should receive a link from OU/PIRE. The project director will want to verify locally that everyone has received an email with the link and set an internal deadline for when the Core Team members need to complete the Assessment.



2. Check-in with Core Team members to ensure they have completed their assessments.
3. You will want to allow sufficient time for the next step of holding and completing your reflection process.

## **Step 2 – Complete the Reflection Process**

1. After all of the Core Team members have completed the Online Assessment, you will receive a summary Assessment Report from OU/PIRE. Note: It will have all of the scores averaged together. Individual respondents will receive a summary that has their individual results. These are for each individual's records. The Average Summary report should be the document that is shared with the group for the reflection discussion.
2. Schedule a reflection meeting with the core group members to work through the Reflection Questions.
3. Facilitate a discussion utilizing the Reflection Questions for Developing a Sustainability Plan. You will need the Average Assessment Summary Report for this discussion.
4. Send your completed Reflection Questions to **Laura Milazzo: milazzol@ohio.edu.**