

SBHC Planning & Start-up

**Community Engagement, Partnerships, and Planning for
Sustainability**

Overview

- Introductions
- Disclosure
- Objectives
- SBHC start-up plan, options, and minimum essentials: the Vashon story
- Panel discussion and Q&A

Objectives

- Define key elements of SBHC planning and start-up
- Understand key elements of SBHC partnership development and planning for sustainability
- Learn to right size your start-up plans

The Vashon Story

- Timeline
- Circumstances, Modifications, Partnerships
- Sustainability

SBHC Planning Activity	Start Date	End Date	Duration (days)	Status																						
					1-Mar	15-Mar	31-Mar	1-Apr	15-Apr	29-Apr	1-May	15-May	29-May	1-Jun	15-Jun	29-Jun	1-Jul	15-Jul	29-Jul	1-Aug	15-Aug	29-Aug	1-Sep	15-Sep	30-Sep	1-Oct
SBHC sponsor & SD admin. regular meetings ★	1-Mar	31-Dec	306	In Process	[Yellow bar]																					
School Board approval of partnership	1-Apr	15-Apr	15	Completed	[Green bar]																					
Partners ID temporary (if applicable) and permanent SBHC space	15-Apr	29-Apr	15	Completed	[Green bar]																					
School Board approval of MOU and Lease ★	1-May	15-May	15	Completed	[Green bar]																					
Develop SBHC FAQs & share with SD admin. for dissemination ★	15-May	29-May	15	Completed	[Green bar]																					
Post JDs for SBHC positions ★	15-May	29-May	15	Pending	[Red bar]																					
SD admin. shares key back-to-school dates w/ SBHC sponsor for outreach	1-Jun	15-Jun	15	Pending	[Red bar]																					
IT needs assessment and programming list for SBHC space	1-Jun	15-Jun	15	Pending	[Red bar]																					
If remodelling: finalize scope of work and timeline for permanent SBHC	1-Jun	15-Jun	15	Pending	[Red bar]																					
Set-up meetings w/ community health providers to introduce SBHC ★	1-Jun	15-Jun	15	Pending	[Red bar]																					
Prepare SBHC Registration packets and brochures to send to families ★	15-Jun	29-Jun	15	Pending	[Red bar]																					
If remodelling: Construction planning, design, pre-construction, permitting, bidding, etc.	1-Jul	31-Dec	184	Pending	[Red bar]																					
Send Registration packets and brochures to printers	1-Jul	15-Jul	15	Pending	[Red bar]																					
Purchase/order furniture and minor equipment for SBHC	1-Jul	15-Jul	15	Pending	[Red bar]																					
Submit applications: business licences, property tax exempt status, etc.	1-Jul	15-Jul	15	Pending	[Red bar]																					
ID contracted janitorial service for SBHC	15-Jul	29-Jul	15	Pending	[Red bar]																					
Set-up service agreements: shredding, medical gas, labs, office and medical supplies, etc.	15-Jul	29-Jul	15	Pending	[Red bar]																					
Install furniture, minor equipment, signage, vaccine fridge and freezer	1-Aug	15-Aug	15	Pending	[Red bar]																					
Install IT equipment	1-Aug	15-Aug	15	Pending	[Red bar]																					
Order vaccines	1-Aug	15-Aug	15	Pending	[Red bar]																					
Order office supplies, medical supplies, student outreach supplies	1-Aug	15-Aug	15	Pending	[Red bar]																					
Monitor vaccine fridge and freezer temps for 2 weeks prior to storing vaccines	15-Aug	29-Aug	15	Pending	[Red bar]																					
SBHC presented at All -Staff school meeting ★	15-Aug	29-Aug	15	Pending	[Red bar]																					
SBHC outreach at school open house, curriculum night, etc.	15-Aug	29-Aug	15	Pending	[Red bar]																					
SBHC opens on 1st day of school	1-Sep	1-Sep	1	Pending	[Red bar]																					
SBHC conducts outreach during fall months ★	15-Sep	31-Dec	108	Pending	[Red bar]																					
Set-up regular meetings w/ community health providers to discuss SBHC implementation	15-Sep	31-Dec	108	Pending	[Red bar]																					

Circumstances, Modifications, Partnerships

- What comes first? Funding? Partnerships? Community buy-in?
- A one size SBHC model does not fit all communities.
- Start with the key partnership (school and health care provider) and identify champions who will lead the work through the planning phase.
- If you build it, they will come.

Sustainability

- Maintain a continuous presence to build relationships and trust among students, families, teachers, administration, etc.
- Work closely with the school nurse (co-locate if possible)
- Maximize appointment slots while maintaining flexibility to meet students' urgent needs.
- Bill insurance for eligible services, ensure that all services are eligible, and help students and families enroll in insurance if they don't have it.
- Keep your staffing model lean.

Your Community

- Potential SBHC health care partners/sponsors do not need to have an established SBHC model.
- SBHC sponsors can include any qualifying health center operator, e.g. private and public health care providers, Federally Qualified Health Centers, and non-profit health organizations.
- Grants and/or levy funding may not be available in your community so developing a business plan that promotes sustainability will be necessary.

The Panel

- **John Jones**, Principal, Oakland High School, Tacoma
- **Katherine Gudgel**, Manager of Community and Social Services, Healthpoint, Renton
- **Stacia Fisher**, Manager – ED Social Work & School Based Health Programs, Swedish Medical Center, Seattle
- **Staci George**, Quality Assurance Coordinator, Community Health of Central Washington, Yakima

Resources

- <https://findahealthcenter.hrsa.gov/> or <https://www.wacomunityhealth.org/member-health-centers> (Search for Community Health Centers in your area.)
- <https://washingtonstatereportcard.ospi.k12.wa.us/> (View school demographics, graduation rates, attendance, etc. You can also find school websites and principal contact info. through the report card.)
- <http://www.askhys.net/> (Healthy Youth Survey results from 2018 for needs assessments.)
- <https://ofm.wa.gov/washington-data-research/population-demographics/american-community-survey> (American Community Survey data for needs assessments)
- <https://www.census.gov/quickfacts/fact/table/US/PST045218> (US Census quick facts for needs assessments)