

Mini-Training on Needs Assessment

January 15, 2019

HIV Planning Council Comprehensive Planning Committee

Slides adapted by Office of Support from Planning CHATT

Module 2.2 Roles and Responsibilities presentation

Training Objectives

Following the Needs Assessment training, participants will be able to:

1. Understand the purpose of conducting needs assessments
2. List required components of a needs assessment
3. Describe how required components of a needs assessment fit with the Austin TGA 3 year assessment cycle
4. Describe how needs assessment results inform how best to meet the need for HIV services through directives, priority setting, and resource allocation

Purpose of the Planning Cycle: Putting the Pieces Together

Knowing who
needs the
services and how
to reach them



Knowing who,
where, what and
to whom services
are currently
provided



Making
data-driven
decisions about
which services
are most needed
and for whom



Expectations: Needs Assessment

- Determine what services are needed, what services are being provided, and what service gaps exist, overall and for particular populations, both in and out of care
- Includes obtaining PLWH input on service needs and gaps

Needs Assessment

- PC has primary responsibility and “ownership” – design, direct work or oversight of consultants or volunteers
- Recipient provides support but not leadership – data, help in hiring a consultant if one is needed, staff assistance
- Active community involvement needed – especially consumers and providers
- Need a multi-year plan for assessing needs of PLWH in and out of care
- Presentation of findings in user-friendly formats as input to decision-making, especially priority setting and resource allocation

Components of Needs Assessment

1. Epi profile of HIV and AIDS cases and trends
2. Estimate & characteristics of PLWH with unmet need – PLWH who know their status but are not in care
3. Estimate & characteristics of individuals with HIV who are unaware of their status
4. Service needs & barriers for PLWH in and out of care
5. Existing system of care including a resource inventory and profile of provider capacity & capability
6. Assessment of service needs, gaps, and disparities in access to services, based on *all* needs assessment data

Three-year Plan DRAFT

	Year 3 (2019)	Year 1 (2020)	Year 2 (2021)
Epi profile of HIV and AIDS cases and trends	<ul style="list-style-type: none"> Annual grant app. Annual DSHS Data Presentation EIIHA Data 	<ul style="list-style-type: none"> Annual grant app. Annual DSHS Data Presentation EIIHA Data 	<ul style="list-style-type: none"> Annual grant app. Annual DSHS Data Presentation EIIHA Data
Estimate & characteristics of PLWH with unmet need – PLWH who know their status but are not in care	Annual grant application	Annual grant application	Annual grant application
Estimate & characteristics of individuals with HIV who are unaware of their status	Annual grant application	Annual grant application	Annual grant application
Service needs & barriers for PLWH in and out of care	Special Studies	PLWH Survey	Qualitative Data: Focus Groups and Key Informant Interviews
Existing system of care including a resource inventory and profile of provider capacity & capability	Allocations Committee receives resource inventory and provider survey responses as part of PSRA process		
Assessment of service needs, gaps, and disparities in access to services, based on <i>all</i> needs assessment data	February 2019 How best to meet the need Recommendations		

How Best to Meet the Need

- Planning Council is responsible for the allocation of Ryan White funds to best meet the service needs of PLWH in the Austin TGA
- Deciding **how best to meet the need** requires careful review of all needs assessment data elements to inform
 - Priority Setting
 - Resource Allocation
 - MAI Program
 - Directives (instruction on how a funded service category can best serve the community)

COMPREHENSIVE PLANNING LOGIC MODEL

