

FFY 2012-14 Nutrition Services Plan (NSP) Goal 3, Objective 3.1.3
PCE Implementation Plan Preview

The purpose of this Preview is to help you prepare for completing the PCE Implementation Plan. This Preview provides an opportunity to review the Implementation Plan questions and examples prior to completing the Plan online. All instructions are included online as well, so you won't need to cross-reference this Preview when completing the Plan.

Due date: Submit your FFY 2013 Implementation Plan (online survey format) by Friday, February 15, 2013.

Be sure to see the [California WIC PCE webpage](#) as you develop your Plan – you will find tools and trainings designed to help you meet your PCE goals.

You can [click here](#) when you're ready to complete the Plan online, or you can access the link from our PCE webpage.

Overview of the PCE Implementation Plan:

We are now in Year 2 (FFY 13) of the current 3-year NSP cycle. NSP Goal 3 asks you to assess your agency's PCE strengths and opportunities for improvement, and to develop, implement, and monitor a plan to sustain PCE. Specifically, the FFY 13 PCE Implementation Plan (Objective 3.1.3) asks you to:

- Review your agency's responses to the PCE Learning Needs and Resource Assessment (LNRA) *before* completing the Implementation Plan,
- Identify 1-2 PCE-related goals that you would most like to accomplish during FFY 2013,
- Describe what your agency will do during FFY 2013 to meet these goals, and
- Describe any activities you put into place during FFY 2012 to strengthen PCE delivery (so we know what measures you've already implemented).
- Provide feedback on the PCE Implementation Plan to the WIC Division.

The Implementation Plan is divided into 4 sections, and contains approximately 8 questions.

Section I: Identify PCE Goals for FFY 13

- **Please review your responses to the PCE LNRA**, especially Questions I. B and 1. D: "PCE Areas to Improve".
- **Identify 1-2 PCE-related goals that you would most like to accomplish in your agency.** You may select as many goals as you like; but we encourage you to focus your efforts on no more than 3 goals for the first year of this NSP cycle.

Goals should be specific, measureable, and reasonable for your agency. Please describe:

- What will be different,
- By how much,
- Who will be involved,
- Where / in what setting (e.g.: individual or group education, staff training, etc.), &
- When the goal will be met.

For example: Within one year, at least 50% of questions asked by educators during individual counseling will be open-ended questions.

What will be different:	<i>Educators will use more open-ended questions</i>
By how much:	<i>At least 50% of questions related to assessment and education (not counting those from ISIS or NQs) will be open-ended</i>
Who will be involved:	<i>All educators</i>
Where / in what setting:	<i>During individual counseling</i>
When goal will be met:	<i>By September 30, 2013</i>

Section II: Describe FFY 13 Implementation Plan to Accomplish PCE Goals

What measures or activities will your agency put into place during FFY 13 to accomplish the goals described in Section I above?

Examples might include:

- Observe & mentor staff who provide individual or group education
- Provide inservices on PCE using State WIC online resources
- Develop PCE resources for staff (such as PCE class designs or staff job aids)

Please address each goal with at least one activity.

When describing activities, include the following items in your plan:

- **Name and description**
Example: Open-ended Questions Training
- **Length of Activity**
Example: 1 hr
- **Proposed dates** (training dates, timeframes for observations and mentoring)
Example: 5/3/13 and 6/7/13
- **Who is providing the activity** (who will provide mentoring, trainings, etc.)
Example: Our local agency staff
- **Which PCE goal(s) is addressed** by this activity
Example: Goal #1
- **Participating staff:** Total number of staff, and which staff positions will be included
Example: Total number: 12 Positions: RDs and WNAs
- **Desired outcome** for the activity
Example: Staff will use more open-ended questions during counseling

You can copy and paste entries from your Staff Training Plan where applicable.

Section III: Describe PCE Activities Implemented in FFY 12

What activities or measures did your agency put into place during FFY 12 to strengthen PCE?

Examples might include:

- Observed educators provide individual and group education and identified areas of strength & areas needing support
- Identified staff members who are strong candidates to help support PCE delivery
- Identified areas in our lesson plan development process to modify in order to make classes more participant-centered
- Revised a class design to assure consistency with PCE principles

Please list activities or measures implemented.

Section IV: Feedback on the Implementation Plan

How easy was it to use this online format?

What worked well, and what suggestions do you have to make the survey better?