

BIH-FIMR Annual Report (Form 3D) FY 2007-2008

Objective	Outcomes and Data Points	Annual Progress Report					
<p>Objective 1.0 Conduct a community-based BIH-FIMR Program based on MCAH/OPF Branch guidelines to: a) Examine contributing factors to African-American fetal, neonatal and postneonatal deaths;</p>	<p>Specific details are entered throughout the document. Add nothing else here.</p>						
<p>b) Complete the review on _____ African-American cases.</p>	<p>Fill in the table by answering the questions. Note: If other than African-American cases are reviewed, please document on table under other.</p> <p>c)</p>		Total # of cases considered in Annual Report period.	Total # of cases with completed data collection.	Total # of cases with completed maternal interview.	Total # of cases reviewed with CRT.	Total # of cases reviewed with completed maternal interview
		Total # of cases:					
• African-American							
• Other							
Number of fetal deaths:							
• African-American							
• Other							
Number of infant death:							
• African-American							
• Other							

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<p>c) Identify three CRT recommendations.</p> <p>d) Implement at least one intervention involving policy, system or community norm change that will lead to the prevention of similar occurrences.</p>	<ul style="list-style-type: none"> • How many recommendations did the CRT identify? • List three recommendations. <p>How many interventions were implemented? (Enter the details under 2.1.)</p>	<p>c)</p> <ul style="list-style-type: none"> • Number of CRT recommendations: _____ <p>List three recommendations:</p> <ol style="list-style-type: none"> 1. _____ 2. _____ 3. _____ <p>Number of interventions implemented.</p>
<p><u>1.1</u> Obtain a letter from the Local Health Officer, which provides the authority to implement California Health and Safety Code Section 100325-100335, which authorizes interviews and review of medical records in fetal and infant deaths.</p>	<p><u>1.1.1</u> Submit letter from Local Health Officer for approval to do FIMR review with the AFA. Fill in the blanks.</p>	<p><u>1.1.1</u> Date of approval letter: _____ Name of Local Health Officer; _____</p>

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<p><u>1.2</u> Participate in MCAH sponsored BIH-FIMR trainings when required and as desired.</p>	<p><u>1.2.1</u> Document attendance at trainings. Keep on file for audit purposes.</p>	<p><u>1.2.1</u> Dates of training: _____</p>
<p><u>1.3</u> Develop local BIH-FIMR Policies and Procedures.</p>	<p><u>1.3.1</u></p> <ul style="list-style-type: none"> • Submit a master copy of local BIH-FIMR Policies and Procedures with the AFA. • Submit changes annually in the alternate budget cycle years with the AFA. • If there were no changes, document this information here in the Annual Report. 	<p><u>1.3.1</u></p> <ul style="list-style-type: none"> • Date master copy submitted with AFA: _____ • Date changes submitted with AFA: _____ • No changes made for specified time period: _____
<p><u>1.4</u> Establish, facilitate and maintain:</p> <ul style="list-style-type: none"> • A PPOR Community Stakeholders Group (CSG) to raise awareness of fetal and infant death in the community and better understand community factors; • A Case Review Team (CRT) to review selected cases and identify factors contributing 	<p><u>1.4.1</u></p> <ul style="list-style-type: none"> • Submit Form 8, Committee Membership for CSH, CRT and CAT. • Are member mix and member attendance meeting your local needs to address CRT and CAT goals? Explain in 25 words or less. 	

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<p>to fetal and infant deaths; and</p> <ul style="list-style-type: none"> • A Community Action Team (CAT) to recommend and implement changes designed to prevent further occurrences. • Facilitate participation of a BIH representative. 	<ul style="list-style-type: none"> • Submit the most recent PPOR analysis results with the Annual Report. • Name the BIH Representative. 	
<p><u>1.5</u> Utilize BASINET to facilitate data collection, case deliberation and recommendations.</p> <ul style="list-style-type: none"> • Complete data entry on all fetal and infant deaths. • Prepare de-identified Case Summaries for CRT deliberation. • Utilize the Deliberations Summary function and share this information with the CRT. • Utilize the Aggregate Deliberation Summary function to facilitate generation of recommendations and intervention selection. • Generate at least three different BASINET reports to support the CAT. 	<p><u>1.5.1</u></p> <ul style="list-style-type: none"> • Submit any customized case summaries. • Submit Aggregate Deliberation Summary for the calendar year. • Submit three BASINET reports shared with CAT or your community. 	

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<p><u>1.6</u> Provide feedback to State MCAH/OFP Branch in an effort to evaluate use of the BASINET system.</p>	<p><u>1.6.1</u> A separate survey will be done in September 2007 requesting feedback about the use of BASINET.</p>	
<p><u>Objective 2.0</u> Develop periodic local summary report of findings and recommendations that address the identified contributing factors leading to fetal/infant deaths.</p>		
<p><u>2.1</u> Based on findings with community input, develop and implement objectives, interventions, timelines and evaluation components for identified recommendations that address systems, community norm or public policy changes.</p>	<p><u>2.1.1</u></p> <ul style="list-style-type: none"> • List objectives developed by CRT. • List the recommendations from CRT. • List the interventions that were implemented. • Categorize the interventions by identifying if policy, 	

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	<p>system or community norms change.</p> <ul style="list-style-type: none"> • Describe the key activities associated with the interventions that were implemented. • Identify potential process or outcome measures to monitor progress on objectives and corresponding interventions/activities. • For interventions not implemented, what were the barriers? List them or describe them in 25 words or less. 	
<p><u>2.2</u> Disseminate local periodic summary report findings and recommendations to CAT, local policymakers, the community at large, BIH, SIDS and other local MCAH Programs through published reports, press releases and presentations to increase public awareness of recurring factors causing fetal/infant deaths.</p>	<p><u>2.2.1</u></p> <ul style="list-style-type: none"> • Describe key activities and accomplishments not covered above. • Submit local summary reports and other forms of information distributed to your community. 	

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	<ul style="list-style-type: none">• Submit Form 7 Annotation of Products Developed.• Provide web link for any products or reports for inclusion on the MCAH/OFP website.	