



California Department of Public Health
CalFresh Healthy Living
COVID-19 Frequently Asked Questions

May 15, 2020

This Frequently Asked Question (FAQ) document provides CalFresh Healthy Living (CFHL) Local Health Departments (LHD) with responses relevant to CFHL Integrated Work Plan (IWP) activities and COVID-19. Please note LHD staff should continue to connect with your assigned Project Officer and Contract Manager, as appropriate.

California Department of Public Health (CDPH), CFHL will continue to add FAQ responses as they become available.

Topics included in this FAQ include:

- **IWP Activities and Connectivity with COVID-19**
- **Curriculum and Resources**
- **Policy, Systems and Environmental Change (PSE)**
- **Evaluation - Defining and Reporting COVID-19 Activities in Program Evaluation and Reporting System (PEARS) and Impact Outcome Evaluation (IOE)**
- **Reporting IWP Activities Impacts of COVID-19 and Year End Report**
- **Branding**

IWP ACTIVITIES AND CONNECTIVITY WITH COVID-19

Q: What are some suggested allowable CFHL activities that support IWP activities during COVID-19?

A: Guidance has been provided on the [CDPH, NEOPB COVID-19 response webpage](#) for [CDPH, CFHL work](#). Additionally, the following are examples of allowable CFHL IWP activities during COVID-19:

- Share social media posts on LHD and partner social media pages.
 - The CDPH, CFHL created [COVID-19 social media content](#) highlighting healthy eating and physical activity.
- Work on developing or strengthening a PSE sustainability plan for CFHL work. What are the action steps and priorities taken to ensure CFHL work will continue?
 - Visit the [SNAP-Ed Toolkit](#) to review Survey and Data Collection Tools: [Sustainability Assessments](#) and [Developing/Implementing a Sustainability Plan](#).
 - Contact your assigned Project Officer to identify resources to assist LHDs in developing a sustainability plan.

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- Provide online activities to participants using approved curriculum, see the **Curriculum and Resources** section below and the [CFHL, CDPH IWP Activities in response to COVID 19](#) webpage for more information regarding allowable online activities.
 - Please work with your assigned Project Officer to determine whether or not an online activity is allowable. Note: creating 'new' nutrition education materials is unallowable.
- Engage in PSE activities that adhere to state, local, and institutional guidance, such as hosting online meetings of PSE intervention partners or supporting COVID-19 related healthy eating and active living policies.
- Work with CalFresh and other food access partners to highlight how to access food resources within the community.
- Enter evaluation data (PEARS, SLAQ, or survey), analyze data, and use data for action planning.
- Participate in online training such as those found on the [CFHL Statewide Training website](#) or continuing education to support CFHL IWP activities.
- Write the annual PSE Success Story in PEARS. See [Success Story PEARS Instructions](#).
- Plan for future Federal Fiscal Year (FFY) 2021 and 2022 activities.

CURRICULUM AND RESOURCES

Q: What are the general guidelines on conducting online nutrition education classes?

A: LHDs may use various online educational formats (e.g., Zoom, YouTube, WebEx, GoTo Meeting or other) to provide direct education and indirect education using any approved curriculum available on the [CA CFHL Integrated Curricula List](#). Prior to using online educational formats please check with your management to ensure compliance with your department's guidance.

For questions on what is considered online direct education vs. indirect education activities and entering COVID-19 related online education activities into PEARS, refer to the [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#).

To ensure curriculum fidelity, LHDs should not develop online classes that are not part of an evidenced-based curriculum as listed on the [CA CFHL Integrated Curricula List](#). If modifications are necessary, refer to the [Curriculum Modification Guidance Tools](#) on the [CDPH, NEOPB website](#).



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For more information on available approved online curricula and COVID-19 approved resources see the [NEOPB, CDPH, COVID-19 website](#), and the [CFHL IWP Activities during COVID-19](#) website.

For questions regarding online classes, curriculum, and use of resources, please contact your assigned CDPH, CFHL Project Officer.

Q: For online nutrition education classes, do we still have to implement the entire curriculum or can we use standalone lessons?

A: Yes, to ensure curriculum fidelity, it is important to adhere to the appropriate delivery method. Within the [CA CFHL Integrated Curricula List](#) there are three ways to identify methods that lessons can be delivered, single session, series-based or both. In the [CA CFHL Integrated Curricula List](#) each target population tab includes this information in the Delivery Method column. Another option is to search the [CA CFHL Integrated Curricula List](#), select the Topic & Delivery Method tab and search a one page list of approved curricula to identify delivery methods for all curriculum by single, series or both.

PSE

Q: What should we do in regards to our PSE work during the circumstances around COVID-19?

A: CDPH recognizes that CDPH, CFHL funded LHD staff and their partners are currently working to respond to the COVID-19 pandemic, implementing IWP activities in a response-relevant and meaningful way, or some combination of both. In an effort to support these activities, CDPH, CFHL has released several approaches to assist LHDs to take a broader look at their CFHL IWP PSE connectivity specifically with COVID-19.

On April 4, 2020, CDPH released the document, “Ideas for potential alignment between COVID-19 and CalFresh Healthy Living IWP Blueprint PSE Strategies”, followed by the release of the [CDPH, NEOPB COVID-19 website](#), [CFHL IWP Activities during COVID-19](#) website.

The purpose of this document and website is to assist LHDs and their partners with resources to identify potential connectivity. Please continue to visit the [CFHL IWP Activities during COVID-19](#) website to check on updates to help support current and future PSE work.



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LHDs may also take this time to work on developing or strengthening a PSE sustainability plan for CFHL work. What are the action steps and priorities taken to ensure CFHL work will continue? Visit the [SNAP-Ed Toolkit](#) to see review Survey and Data Collection Tools: [Sustainability Assessments](#) and [Developing/Implementing a Sustainability Plan](#).

As able, LHDs are encouraged to continue to engage in PSE activities that adhere to state, local, and institutional guidance, such as hosting online meetings of PSE intervention partners.

For technical assistance regarding PSE work and how LHDs can continue to provide support, contact your assigned CDPH, CFHL Project Officer.

EVALUATION - DEFINING AND REPORTING COVID-19 ACTIVITIES IN PROGRAM EVALUATION AND REPORTING SYSTEM (PEARS) AND IMPACT OUTCOME EVALUATION (IOE)

Q: How do we track direct education conducted online (via Zoom or other online format) in PEARS?

A: The [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) resource provides CFHL PEARS users with guidance to help LIAs report COVID-19 impacted interventions into PEARS in a consistent manner, and in accordance with the [SNAP-Ed Guidance](#). Please refer to the [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) for guidance on defining and entering direct, indirect, and PSE COVID-19 related activities.

Please send specific questions to EvaluateSNAPEd@ucanr.edu and your CDPH, CFHL Project Officer.

Q: If we were to develop webinars and disseminate them to our listserv, will that count toward direct education?

A: No. The [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) provides definitions explaining the difference between direct and indirect education. CDPH, CFHL does expect a decline in direct education and an increase in indirect education reported during this period. Per the guidance, recorded webinars and recordings are listed as an example of indirect education. However, if the video or webinar is accompanied by interaction between the educator and participants, that may qualify as direct education. Please refer to the above mentioned guidance for qualified direct education activities.



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Q: Do you have any suggestions regarding sign-in sheets/data cards for online classes?

A: The [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) provides LIAs suggestions for how to collect demographics for online classes, including the use of data cards as a survey in PEARS.

For adults, obtain demographics from participants in one of the following ways:

- Use the “Attach Surveys” page to add participant data cards to the activity, then send a link or QR code to participants to complete their demographics. Note: LHDs interested in this feature must create the Program Activity prior to starting in order to distribute the survey link to participants.
- Educator can interview the participant remotely and enter as usual
- Visual estimate of webinar participants
- Use webinar polling features to ask demographic questions, without sharing results with the class

This list is intended to help educators find a way that works for them, but other options may exist. If an educator has other options to obtain demographic data for their class, they are free to do that as well.

Please send specific questions to EvaluateSNAPEd@ucanr.edu and your CDPH, CFHL Project Officer.

Q: What are the expectations for continuing evaluation of CFHL program activity?

A: LHDs should continue to track CFHL program interventions using PEARS and existing methods of evaluation. The [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) resource provides CFHL PEARS users with guidance to help Local Implementing Agencies (LIA) report COVID-19 impacted interventions into PEARS in a consistent manner, and in accordance with the [SNAP-Ed Guidance](#). Please refer to the [Guidelines for Entering Interventions Impacted by COVID-19 in PEARS](#) for guidance on defining and entering direct, indirect, and PSE COVID-19 related activities.

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Q: We want to continue evaluating our direct education classes, but we are not sure how to do this remotely. Are there any tools available to do this?

A: Using PEARS, you can send a link to an online survey so that participants can complete it remotely. Many surveys, like the Food Behavior Checklist, are already available as PEARS surveys. If the survey you use is not already in PEARS, it is easy for you to add it. You will also want to use the demographic data cards (also already available in PEARS) to collect demographics from your participants. A number of articles to help you use surveys in PEARS can be found in [PEARS help](#).

Q: Where should I go for guidance as it relates to completing my FFY 20 Impact Outcome Evaluation (IOE)?

A: Official guidance on completing your FFY 20 IOE can be found on [CDPH's NEOPB COVID-19 website](#) under Evaluation Guidance; Guidance for FFY 20 Impact Outcome Evaluation (IOE) Completion.

Additional resources can be found on the [IOE Collaborative Site](#). The recording and PowerPoint from the April 21, 2020 Quarterly Call addresses COVID-related IOE issues. These resources can be found in the Discussion and Documents Sections of the [IOE Collaboration Site](#).

For unique situations or other questions, contact Amanda Linares, AMLinares@ucanr.edu.

REPORTING IWP ACTIVITIES IMPACTS OF COVID-19 AND YEAR END REPORT

Q: What happens if we are unable to complete planned IWP activities for the current fiscal year, need to add new activities, postpone activities, modify activities, or cancel activities due to COVID-19?

A: CDPH, CFHL has directed LHDs to assist locally as directed by their LHD to support the local response effort. Additionally, we recognize COVID-19 will alter some IWP activities. CDPH is directing staff to hold off revising IWP activities until the FFY 2021 revision period. Please note that Minor/Green IWP revisions can be made at any time during the fiscal year. LHDs will be asked to report COVID-19 specific IWP activity impact in their FFY 2020 Biannual Progress Report, Year End Report.



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BRANDING

Q: Are there specific guidelines around branding/messaging for online classes?

A: LHDs should continue to follow the [CalFresh Healthy Living Brand Guidelines](#) as posted on the [CalFresh Healthy Living website](#).