

Nova Scotia Public Health

Priority Setting & Planning *Protocol*



NAVIGATE THROUGH THIS DOCUMENT BY CLICKING THE BUTTONS, OR PAGE NUMBERS AT LOWER RIGHT.

ACCESS ASSOCIATED PROTOCOL EXPECTATIONS BY SELECTING THE PROTOCOL NAME BELOW.

PROTOCOL EXPECTATIONS:

Understanding

Priority Setting & Planning

Partnership

Policy

Health Equity

Communicable Disease Prevention, Management, & Response

Publicly Funded Immunization

Environmental Health

Healthy Communities

Healthy Development



Expectations

NAVIGATE THROUGH THIS DOCUMENT BY CLICKING THE BUTTONS, OR PAGE NUMBERS AT LOWER RIGHT.

ACCESS ASSOCIATED PROTOCOL EXPECTATIONS BY SELECTING THE PROTOCOL NAME BELOW.

PROTOCOL EXPECTATIONS:

Understanding

Priority Setting & Planning

Partnership

Policy

Health Equity

Communicable Disease Prevention, Management, & Response

Publicly Funded Immunization

Environmental Health

Healthy Communities

Healthy Development

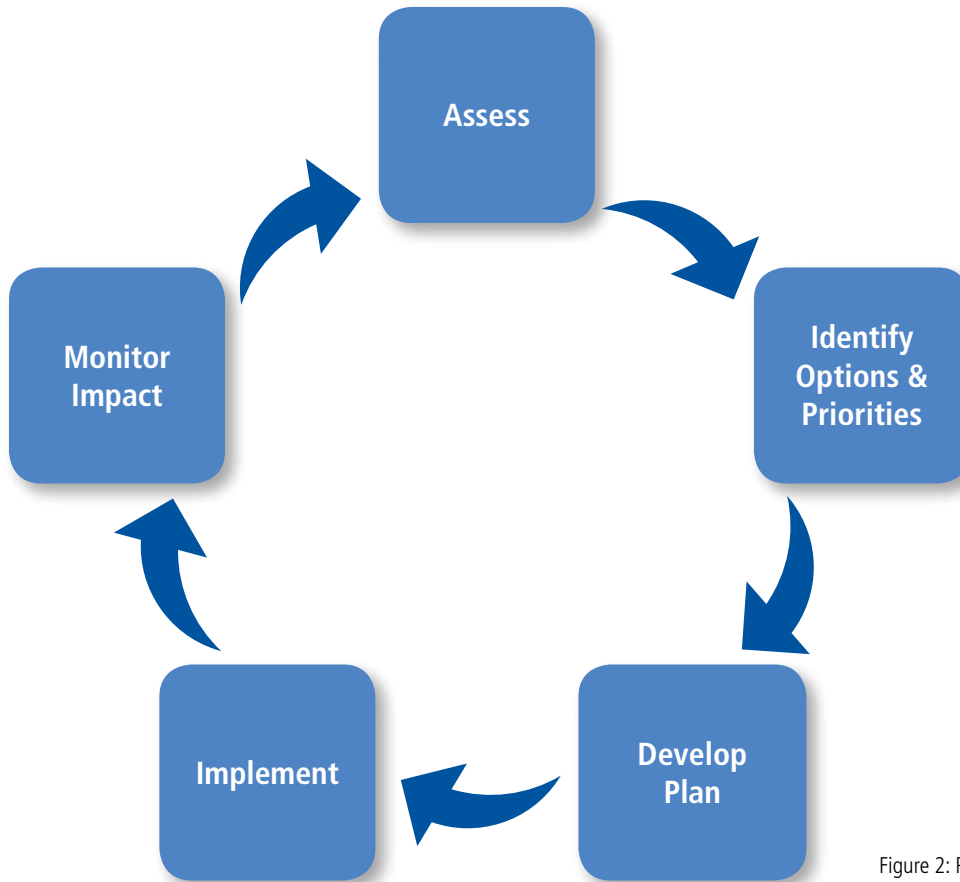


Figure 2: Planning Cycle ⁶

Public health will

- engage in planning on a multi-year basis to establish priorities and strategic directions for the public health system
- consider these priorities and strategic directions when developing programs and public health action plans

PROTOCOL EXPECTATIONS:

Understanding

Priority Setting & Planning

Partnership

Policy

Health Equity

Communicable Disease Prevention, Management, & Response

Publicly Funded Immunization

Environmental Health

Healthy Communities

Healthy Development

Public Health Action Plans

- prepare a public health action plan that provides the organization's plan of action to fulfil the Public Health Standards and Protocols. Such an action plan will
 - take into account the specific characteristics (e.g., demographic and cultural) of the populations in the catchment area of the organization
 - demonstrate that the public health operational activities are aligned with the Public Health Standards and Protocols
 - include a public health communications strategy complementary to the program specific communication elements within the Public Health Standards and Protocols
 - include a public health workforce development strategy
 - identify the intended actions in the upcoming year, including resource allocations and other planning parameters (objectives, activities, time frames, responsibilities, intended results, monitoring processes)
 - be provided for approval as outlined in the accountability framework⁷
 - be shared with partners and the public
- review and revise the public health action plan on a regular basis

Planning Cycle

- utilize a planning cycle so as to
 - assess the situation utilizing multiple sources of information, including but not limited to
 - standards, protocol(s), and related appendices
 - provincial strategies
 - strategic plans
 - other directions (e.g., DHW, DHAs)
 - understanding (assessment/surveillance) outputs, including priority populations (see Understanding Protocol)
 - literature (evidence, theory)
 - environmental context (political, economic, social, technological, other)
 - stakeholder perspectives, including extent of and gaps in existing programs and services
 - recommendations from past experience (e.g., evaluations, performance)

PROTOCOL EXPECTATIONS:

Understanding

Priority Setting & Planning

Partnership

Policy

Health Equity

Communicable Disease Prevention, Management, & Response

Publicly Funded Immunization

Environmental Health

Healthy Communities

Healthy Development

- identify and prioritize potential options based on selected criteria, depending on the issue and context. Possible prioritization criteria to consider may include
 - legislated/mandated
 - burden of illness/condition/issue
 - evidence for impact
 - existing gap (considering existing resources)
 - appropriateness
 - synergies with other initiatives (internal/external)
 - stakeholder/community interest and readiness
 - feasibility
- prepare and implement a plan, including such things as
 - a model with goals and objectives
 - identification of key activities, target group(s), partners, outputs, resources, timelines, and indicators
 - emphasis on upstream action (primordial prevention)
 - utilization of public involvement, multiple strategies, and intersectoral collaboration
 - tailoring interventions to meet population health needs, including those of priority populations
 - considering a harm reduction approach or strategy
- develop a monitoring and evaluation plan that includes
 - measurable outputs, process indicators, and outcome indicators
 - data collection methods and tools
 - sources of data and information
 - a plan for frequency of data collection
- monitor whether implementation is occurring as planned and impacts are occurring as anticipated
- conduct implementation, process, impact, and outcome evaluations as necessary
- review the plan annually

⁶ These are the basic elements of a planning cycle. Adapted from *Maxey-Rosenau-Last Public Health and Preventive Medicine*, fifteenth edition, p. 1270.

⁷ An accountability framework will be developed, and so this protocol will likely change once the framework is in place.