Data Collection Checklist

Does the number of service contacts for each type of service make sense in relation to the needs assessment and program plan?

Do the number, type, and geographic location of services indicate a need to modify the deployment strategy?

Are there protocols in place to ensure that forms are signed and approved by team supervisors?

Do the data support that these protocols are being followed?

Is there a dual data entry system in place to ensure accuracy?

Is the data entry system working correctly? If not, how can it be improved?

Based on the results of the provider and participant surveys, what programmatic adjustments would you make (e.g., training, management, support)?