Session 2

FINDING SUCCESS AS A FACILITATOR AND LIAISON
CCF and DRL Roles and Responsibilities

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Guide to Successful Sailing the CATCH Facilitator Waters
Recently updated by DCFs, NRLs with review by CCFs and DRLs

Learning Objectives

- Illustrate and elaborate Roles and Responsibilities
- Learn how CATCH staff, DCFs, and NRLs can assist YOU in being successful as CATCH Facilitators
- Inspiration and Resources
CCF Challenge

- Develop 3 annual goals/you will achieve or methods you will employ during this upcoming year
- Be sure that one goal includes reaching out to local residencies/resident grants; or Young Pediatricians
I. TECHNICAL ASSISTANCE

PRIORIT Y:

1) Receive Training in, Review, and Score CATCH grant applications (Feb, Aug)

2) Provide Technical Assistance and mentorship to colleagues in developing CATCH applications

3) Follow-up unfunded grantees for additional assistance in possible resubmission
How does the TA process begin with you?

- First ensure your contact info is updated in the roster on CATCH and chapter websites.
- Post early announcement of new CATCH grant opportunities with personal appeal on chapter website.
- Remind that TA contact/mentoring with CCF increases success for applicants.
- Collaborate with Co-CCF as team in seeking, encouraging, mentoring applicants to share the burden, avoiding duplication, determining who best to provide TA (geo proximity, etc), co-train each other.
- TA for Healthy Tomorrows and Rome as well, will be discussed later.
II. CATCH PROMOTION

- **PRIORITY:**
  
  1) Promote CATCH opportunity and grantees at annual Chapter Meetings (on agenda, breakout posters, etc) and website, newsletters
  
  2) Promote CATCH to Residents (grand rounds, resident training venues, newsletters) and residency directors (community health and advocacy training requirements)
Resident CATCH Promotion for CCFs

- Engage residency programs, getting on noon lecture or GR list through contact with residency or community pediatrics director; chief resident.
- Identify/prioritize those residencies within chapter where little CATCH activity; learn reasons for successful programs.
- Encourage CATCH grant application as training opportunity for community health advocacy and research besides community pediatric practice.
- Rome and Community Pediatrics training grant opportunities.
II. CATCH PROMOTION

- Additional Opportunity:
  1) Develop informal chapter CATCH support/communication network including recent CATCH and resident grantees
  2) Contribute local CATCH stories to national CATCH newsletter or CommPeds website
Promoting CATCH Within Your Chapter

Additional Opportunity:

- Review past 5 year Chapter Resident and Planning/ Implementation grants on CATCH website
- Identify inspirational recent CATCH grant "stories" to present at chapter meetings or newsletters
- Develop a small chapter CATCH leaders group to support you via teleconferencing and emails;
- Develop chapter CATCH Contacts List for email communication: include resident directors
III. Communications and reporting

**Priority:**

1) District conference calls bi-annually
2) Complete chapter CCF annual report and share with chapter leadership
3) Maintain communication with District DCF by email, phone
III. Communication and Reporting

- **Additional Opportunities:**
  - 1) Attend Chapter AAP Leadership, Executive Committee with at least annual report; become member
  - 2) Follow-up grantees twice year; share success stories within chapter
IV. Professional Enhancement

- **Priority:**
  1) Participate in National CATCH Training Meetings
  2) Participate in virtual, web based CATCH training when offered
More Additional Opportunities !!

- Rome CATCH Visiting Professorships: promote to residency program directors, help coordinate, and link with chapter pediatricians
- Healthy Tomorrow grant promotion and TA visits
CCF Challenge

- Develop 3 annual goals you will achieve or methods you will employ during this upcoming year
- Be sure that one goal includes reaching out to local residencies/resident grants or Young Pediatricians
Come see us in Maine
My CATCH Facilitator

Nathan McFarland, MD FAAP
Disclosures
- Provide examples of CCF activities that create successful projects

- Put CCF role in real world context

- Inspire

- Recognize an outstanding person and CCF for her work

Objectives
Lakeside, CA
ADHD...
No 504 plan?
Now you fight me!
Collaborative
My bad...
School based ADHD Clinic
No money
Community Collaborative
My CCF: Ingrid
Six Degrees
Let me tell you about CATCH.
- Stayed connected in her chapter

- Interested in what others were doing in the community

- Looking for opportunities to promote CATCH

- Didn’t wait to be approached

**Recap**
The Medical Home
The AAP
A program of the American Academy of Pediatrics

CATCH™

Community Access to Child Health
Hooray!
Final Report!
Sustainability
Succession
- Explained CATCH philosophy, aligned the project

- Assisted with grant writing and proofreading

- Followed up after funding

- Continued to be a resource

- Acted as a mentor

Recap
Thanks Ingrid!
Resident Roles within CATCH

1. National Resident Liaisons (2)
2. District Resident Liaisons (10)
3. District Resident Liaisons At Large (10)
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<th>DRLs</th>
<th>DRLs at Large</th>
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<tr>
<td>Technical</td>
<td>Act as resource for applicants</td>
<td>Review and score grants 2x/year (Jan/Jul)</td>
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<td>Assistance</td>
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<td>DCF and NRL 2x/year</td>
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<td>Funded applicants 2x/year</td>
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<td>Unfunded applicants 1x</td>
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<td>Communication</td>
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<td>Communicate with local AAP SOMSRFT delegates</td>
<td>Provide annual reports to CATCH</td>
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<td>Promote CATCH</td>
<td>Promote CATCH to district resident programs</td>
<td>Buzz about CATCH</td>
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<td>Buzz about CATCH</td>
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<td></td>
<td>Represent CATCH at local resident activities</td>
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<td>Professional</td>
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<td>Enhancement</td>
<td>Attend national CATCH training meetings</td>
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<td>Attend local and national AAP meetings</td>
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<td>Other</td>
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<td>opportunities</td>
<td>Participate in Rome Visiting Professorships</td>
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<td>Attend Healthy Tomorrows visits</td>
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<td>Terms of Service</td>
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<td>2 years starting in June</td>
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CHAPTER CATCH FACILITATOR
Responsibilities and Activities

The role of a Chapter CATCH Facilitator is to encourage and support pediatricians in their chapter as they work with communities to ensure that all children have medical homes and access to needed health care services. Chapter Facilitators represent the national AAP CATCH Program and must be a national AAP member as well as a chapter member.

The responsibilities and activities of a Chapter CATCH Facilitator include:

- (indicates priority activity)

**Technical Assistance**
- Review and score CATCH Planning, Implementation, and Resident grant applications (February and August of each year)
- Serve as a local resource for technical assistance to pediatricians developing CATCH grant applications or working on community-based programs, such as Healthy Tomorrows Partnership for Children projects
- Follow up with unfunded applicants to provide additional technical assistance, if needed

**Promotion of the CATCH Program**
- Collaborate with AAP chapter leadership to promote CATCH and facilitate networking through chapter meetings, CATCH breakouts at annual chapter CME meetings; highlighting grantees and grant opportunities at chapter Web sites, newsletters and other venues
- Promote CATCH to residents through grand rounds, newsletters, residency training venues
- Contribute to the CATCH newsletter or “Grantee Spotlight” feature of the Community Pediatrics Web site

**Communication and Reporting**
- Participate in district CATCH conference calls (approximately twice a year)
- Complete the Chapter CATCH Facilitator Annual Report
- Maintain communication with District CATCH Facilitator by e-mail or telephone
- Attend chapter leadership meetings, as needed
- Communicate with CATCH grant recipients in chapter at least twice a year, and share success stories/project resources with chapter leadership and CATCH staff

**Professional Enhancement**
- Attend National CATCH Training Meetings and/or virtual training when offered

**Additional Opportunities**
- Participate in the Leonard P. Rome CATCH Visiting Professorships and provide technical assistance to applicants, as needed
- Attend CATCH or Healthy Tomorrows Partnership for Children Program technical assistance visits

**Appointment**
Appointments are made by the Chapter President with input from the District CATCH Facilitator. The term length is 3 years and is renewable.
The role of the District Resident CATCH Liaison is to support and promote the CATCH program within their district. The District Resident CATCH Liaison will work with the National Resident CATCH Liaisons (NRL) and the District and Chapter CATCH Facilitators to empower pediatric residents to develop community-based programs.

The responsibilities and activities of the District Resident CATCH Liaison include:

- Technical Assistance
  - Serve as the local resource for technical assistance to pediatric residents within their district, including CATCH grant applicants and recipients starting community-based programs in their communities.
  - Review and score CATCH Resident grant applications following the grant application cycles ending January 31 and July 31.

- Communication and Reporting
  - Maintain routine communication with District CATCH Facilitator and National Resident CATCH Liaisons.
    - Communicate (phone/e-mail) with NRL twice per year
    - Communicate (phone/e-mail) with District CATCH Facilitator twice per year
  - Maintain routine communication with resident CATCH grant applicants.
    - Communicate (phone/e-mail) with funded applicants twice per year (once after receipt of grant and 6-9 months later)
    - Communicate (phone/e-mail) with unfunded applicants once after cycle to provide support
  - Maintain routine communication with district AAP resident delegates and serve as a resource for community-based activities or initiatives.
  - Provide annual reports to NRL and CATCH staff.

- Promotion of the CATCH Program
  - Promote CATCH opportunities to resident training programs.
    - E-mail program directors and program coordinators within district twice per year, approximately one month prior to application due date.
  - Write articles about the CATCH program for resident newsletters, E-mail lists, Web sites, and the CATCH newsletter.
  - Represent and promote the CATCH program in AAP chapters/districts and other resident activities and meetings.

- Professional Enhancement
  - Attend national CATCH training meeting.
  - Attend local and national AAP meetings, as possible.

- Additional Opportunities
  - Participate in the Leonard P. Rome CATCH Visiting Professorships program.
  - Attend Healthy Tomorrows Partnership for Children Program technical assistance visits.

- Terms of Service
  - The suggested length of term for this position is 2 years starting in June.
  - First or second-year residents may apply; third-year residents may apply if they will be chief resident in their fourth year. Residents in combined programs who have two years of training remaining may apply.
DISTRICT RESIDENT CATCH LIAISON-AT-LARGE
Responsibilities and Activities

The role of the District Resident CATCH Liaison-at-large is to support and promote the CATCH program within their district. The District Resident CATCH Liaison-at-large will work with the District Resident Liaisons (DRL), National Resident CATCH Liaisons (NRL) and the District and Chapter CATCH Facilitators to empower pediatric residents to develop community-based programs.

The responsibilities and activities of the District Resident CATCH Liaison-at-large include:

Technical Assistance
- Serve as the local resource for technical assistance to pediatric residents, including CATCH grant applicants and recipients starting community based-programs.*
- Review and score CATCH Resident grant applications following the grant application cycles ending January 31 and July 31.*

Communication and Reporting
- Maintain routine communication with National Resident CATCH Liaisons.
  - Communicate (phone/e-mail) with NRL twice per year.*
- Maintain communication with resident AAP delegates and serve as a resource for community-based activities or initiatives.
- Provide annual reports to the National CATCH Resident Liaison and CATCH staff.

Promotion of the CATCH Program
- Represent and promote the CATCH program to residency training programs, AAP chapters, districts, and other resident activities and meetings.*
- Write articles about the CATCH program for resident newsletters, E-mail lists, Web sites, and the CATCH newsletter, as needed.

Professional Enhancement
- Attend national CATCH training meeting.*
- Attend local and national AAP meetings as possible.

Additional Opportunities
- Participate in the Leonard P. Rome CATCH Visiting Professorships program.
- Attend Healthy Tomorrows Partnership for Children Program technical assistance visits.

Terms of Service:
- The suggested length of term for this position is 2 years starting in June.
- First or second-year residents may apply; third-year residents may apply if they will be chief resident in their fourth year.