



2014 NYC Hep B Coalition Work Plan

The NYC Hepatitis B Coalition mission is to coordinate efforts to prevent, manage and reduce hepatitis B among all residents of New York City. The coalition seeks to foster an inclusive collaboration among all stakeholders to advance hepatitis B awareness, screening, access to care, and vaccination through education, outreach, advocacy and support of research. The remainder of this document lays out the Coalition 2014 objectives which will help achieve this mission.

2014 Objectives	Reasoning	Activity		
		Process	Timeline	Responsible
Goal 1: Promote collaboration and knowledge sharing amongst key stakeholders.				
Hold quarterly general meeting	Meetings provide an opportunity for individuals and organizations to network, present on and discuss information, resources, and events.	1. Meeting organization, including identifying date and location, sending out invitation, & creating agenda	Ongoing	Co-Organizers Admin Chair
Maintain an accurate and up to date website	Information on the website is easily accessible and can increase community capacity and member skills by connecting members to resources, for example funding or training opportunities.	1. Post job and funding opportunities 2. Post policy and other news 3. Post events to calendar 4. Post meeting information and highlights	1. Once a week or more 2. As needed 3. As needed 4. After meeting	Communications Committee
Increase student engagement	The Team HBV student initiative harnesses the power of this volunteer network to promote awareness and engage young adults in community activities.	1. Identify Team HBV leaders in local colleges 2. Promote and track event attendance & list serve	1. ongoing 2. monthly	Team HBV NYC Co-Organizer (Community)
Increase number of partner organizations	Coalition work will be strengthened through diversification and growth of partnerships.	1. Approach an Immigrant Health Care Advocacy Org 2. Approach personnel from Office of Immigrant Affairs 3. Participate in CHIPO call 4. Participate in 2014 National African Health Conference 5. Encourage current partners to engage potential members	1. ongoing 2. ongoing 3. monthly 4. annual 5. ongoing	Co-Organizers Health Care Access Workgroup Administrative Chair
Goal 2: Identify community needs and respond with effective projects and training.				
Identify barriers to health care access, identify resources to overcoming barriers, and disseminate findings	There are both considerable systematic and individual barriers to receiving testing and entering care.	1. Hold meetings with leading health care access stakeholders 2. Plan 2014 Annual Health Care Access Training	Bi-monthly	Health Care Access Workgroup Co-Organizer (NYC DOHMH) Frank Winter
Support HBV screening and linkage to care in high risk populations	Screening is appropriate for high risk populations. Members have identified a need for increased screening and linkage to care services in NYC communities.	1. List screenings on website 2. Connect screening resources with high risk populations	Ongoing	Co-Organizers



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Support efforts to increase number of NYC Hospitals on the Birth Dose Honor Roll	A birth dose of Hep B vaccine can prevent perinatal transmission. Birthing institutions meeting certain quality standards, such as birth dose coverage rate of 90%, can apply to be put on the Immunization Action Coalition's (IAC) Birth Dose Honor Roll.	1. Coordinate with DOHMH Bureau of Immunization to identify role & develop strategy 2. Support through communications & additional resources	Ongoing	Co-Organizers Julie Lazaroff Ponni Perumalswami Vinh Pham Vivian Huang
Develop Hep B Vaccine Catch up Strategy for Adults	Not all adults were vaccinated as children, and need a 3-dose series of Hep B vaccine to be protected from infection.	1. Coordinate with DOHMH, identify existing resources, and disseminate information	Ongoing	Co-Organizers Edward Wake
Goal 3: Engage in awareness activities and support appropriate policy measures.				
Create and fill Advocacy Chair position	Having an individual dedicated to policy and advocacy efforts will grow coalition capacity in this area.	1. Identify and approach interested individuals 2. Finalize role and individual filling role	Mar 2014	Co-Organizers
Dissemination of policy and advocacy information.	Policy advancement efforts will better address community needs and be more likely to succeed with greater community participation and buy-in.	Provide regular updates at meetings and via website, social media, and email	Ongoing	Co-Organizer (Community) Communications Committee
Increase engagement of NYC Council members and staff	NYC Council members are interested in local needs and may provide resources or advocate to a wider audience.	Invite a NYC Council regional staff member to each general meeting	One month or more in advance	Co-Organizer (Community) Administrative Chair
Take a leadership role in planning Annual Awareness Days	These events are important for improving awareness in the general public and for bringing together communities.	Chinese New Year National Hepatitis Testing Day World Hepatitis Day NYC	Ongoing	Team HBV NYC Administrative Chair Co-Organizers
Goal 4: Institute a coalition evaluation, reporting, and infrastructure management process.				
Establish and engage an Advisory Board	Advisory Board members can offer their experience and expertise in the guidance of Hep B Coalition activities and direction.	1. Establish Board 2. Hold annual meeting 3. Send policy initiatives for review and approval	1. asap 2. asap 3. ongoing	Co-Organizer (NYC DOHMH) Administrative Chair
Develop and institute Roles & Responsibilities	Chairs will enhance coalition functioning.	Develop roles, identify and approach potential chairs and Advisory Board member. Hold initial meeting.	Apr 2014	Co-Organizers
Release 2014 Annual Evaluation	Utilize findings to improve functioning.	Develop plan, collect data, analyze, and report.	Ongoing	Administrative Chair Co-Organizers
Release 2014 Annual Report	Communicates achievements to members.	Use eval findings and other tools.	Dec 2014	Administrative Chair