

# School-based Health Center Road Map



## SCHOOLS

### PREREQUISITIES

- ❑ Demonstrate income and geographic need using demographic data
- ❑ Operate within our service region

### BUILD ADMINISTRATIVE AND COMMUNITY SUPPORT

- ❑ Develop support of school leaders for SBHC and potential medical partner
- ❑ Develop plan to provide space
- ❑ Determine whether school or community funding is available
- ❑ Identify, develop community champions
- ❑ Begin identifying most pressing community health needs, services desired

### IDENTIFY MEDICAL PARTNER

- ❑ Meet with medical partners to discuss the project
- ❑ Develop an MOU with medical partner and apply for funding



## MEDICAL PARTNER

### PREREQUISITIES

- ❑ Able to operate and bill from desired location
- ❑ Able to provide desired services

### BUILD ADMINISTRATIVE SUPPORT

- ❑ Develop support from administration and/or board for service expansion
- ❑ Hospital partners: develop support for ongoing investment of community benefit dollars
- ❑ Identify other potential funding partners

### IDENTIFY SCHOOL DISTRICTS

- ❑ Meet with leadership of possible school sites to explore and discuss the project
- ❑ Develop an MOU with school district and apply for funding



## INTERACT FOR HEALTH

### WITH SCHOOL DISTRICT

- ❑ Educate about SBHC benefits and responsibilities for school district
- ❑ Visit school districts, discuss project
- ❑ Inform about how to be competitive for medical partner, funding
- ❑ Inform about potential medical partners and facilitate meetings

### WITH MEDICAL PARTNER

- ❑ Educate about SBHC benefits and responsibilities for medical partner
- ❑ Inform about potential school sites and facilitate meetings

### WITH BOTH

- ❑ Facilitate conversations between education-health partners
- ❑ Invite partners to apply for planning grant
- ❑ Use rubric to make funding decisions

**Phase 1:  
Partnership  
Development**  
  
**12 to 36  
months**

## RFP RELEASED, 2-3 PLANNING GRANTS AWARDED

### PREPARATION

- ❑ Complete facility build or remodel

### OPERATIONS

- ❑ Determine demographics to be served and location of SBHC

### ENGAGEMENT (IN COLLABORATION WITH MEDICAL PARTNER)

- ❑ Communicate with school staff
- ❑ Communicate with families
- ❑ Communicate with community members
- ❑ Communicate with other local health providers
- ❑ Develop plan to distribute and promote consent forms to students

### PREPARATION

- ❑ Develop business plan and prepare to apply for implementation funding

### OPERATIONS

- ❑ Determine demographics to be served and location of SBHC
- ❑ Develop plan for staffing, schedule and services
- ❑ Advertise positions and begin hiring staff
- ❑ Purchase supplies and equipment
- ❑ Submit and get scope or billing address approved

### ENGAGEMENT

- ❑ Advertise services to school staff, families and community
- ❑ Communicate with community leaders and other local health providers
- ❑ Start collecting consent forms from students

### FUNDING

- ❑ Collaborate with district and Interact for Health to secure implementation funding

### PREPARATION

- ❑ Connect to experienced providers for resources, examples of policies, consents, job descriptions, etc.

### OPERATIONS

- ❑ Solve problems unique to each SBHC as needed

### ENGAGEMENT

- ❑ Attend engagement events or make joint presentations to community councils, school groups, Rotary, etc.

### FUNDING

- ❑ Reach out to possible funders, arrange meetings and site visits
- ❑ Write letters of support
- ❑ Discuss contingency plans if all needed money not available

### APPLICATIONS

- ❑ Attend partner meetings with school leadership prior to medical partner submitting implementation request
- ❑ Determine if planning grant needs to extend into implementation

**Phase 2:  
Operational  
Planning**  
  
**6 to 24  
months**

## IMPLEMENTATION GRANTS AWARDED

### PREPARATION

- ❑ Set up for IT, EMR and phones
- ❑ Plan grand opening

### ENGAGEMENT

- ❑ Continue engagement and grow number of consents
- ❑ Start service delivery

### COORDINATION

- ❑ Establish check-in meetings between school and SBHC
- ❑ Site visit with health provider

### REPORTING

- ❑ Plan and collect data for Growing Well
- ❑ Final reports to funders

### PREPARATION

- ❑ Sign grant agreement, evaluation plan
- ❑ Hire and orient staff covered by grant
- ❑ Buy supplies, equipment funded in grant
- ❑ Set up for IT, EMR and phones
- ❑ Plan grand opening

### ENGAGEMENT

- ❑ Continue engagement and grow number of consents
- ❑ Start service delivery

### COORDINATION

- ❑ Establish check-in meetings between school and SBHC
- ❑ Site visit with school

### REPORTING

- ❑ Plan and collect data for Growing Well
- ❑ Present at least annual reports to school and funders
- ❑ Final reports to funders

### PREPARATION

- ❑ Advise and help solve problems
- ❑ Finish evaluation plan
- ❑ Advise on planning grand opening
- ❑ Orient on data reporting and quality indicators

### ENGAGEMENT

- ❑ Check in at monthly provider meetings and advise as indicated
- ❑ Promote stories and successes

### COORDINATION

- ❑ Check in and advise as indicated
- ❑ Attend site visits at SBHC

### REPORTING

- ❑ Offer technical assistance as needed
- ❑ Attend presentation of report to school board, other funders, annual and final site visits



**GRAND  
OPENING**