**Respite Provider Recruitment and Training Project**

**GOALS WORKSHEET**

The purpose of this worksheet is for your team to identify appropriate goals for recruitment and training. Please discuss the following questions as a team and have one member of your team send a copy of your completed worksheet to Kim Whitmore **no later than January 31, 2022** at [Kimberly.whitmore@marquette](about:blank). If you would like to schedule a meeting with Dr. Whitmore to help walk you through the process or discuss any questions, please email her!

**General Info**

1. What State are you representing?
2. Lead contact person name and email:
3. Names of those involved in completing this worksheet:

**Baseline Data**

* + 1. Do you currently actively do **RECRUITMENT** for respite providers? If so, please describe what you do and how successful you think your current recruitment efforts have been. What strategies have worked best for you? What strategies have not worked? Do you currently collect any data related to recruitment? If so, please describe.
    2. Do you currently provide **TRAINING**? If so, please describe the current training (name of training, topics covered, length of training, etc..). How many total people have you trained in the last year?
    3. Do you currently have a respite provider **REGISTRY** for individual independent providers or do you feed respite providers into a statewide database managed by another entity? If so, how many people are currently listed on your registry or on the statewide registry? Do you know how many are added each year?
    4. Do you know how many people who have completed your training or are on your registry are **ACTIVELY PROVIDING** respite care? If so, please describe.
    5. Are there specific **TARGET POPULATIONS** or underserved groups you hope to reach (i.e. rural communities, Native American, Spanish-speaking, etc…)? If so, please describe. Please provide any current data on the number of people from your target populations that have been trained in the past year or are currently on your registry, if applicable.
    6. Do you currently collect **ANY OTHER DATA** related to recruitment or training? If so, please describe.
    7. Please describe any potential **BARRIERS** you anticipate may limit success? Consider both internal organizational barriers as well as external barriers.

**Goals**

* + 1. How many total people do you hope will be **ENROLLED** in the training?
       - At 6-months into the pilot project:
       - At 12-months (end of pilot):
       - At 6-months after the pilot:
    2. How many total people do you hope will have **COMPLETED** the training?
       - At 6-months into the pilot project:
       - At 12-months (end of pilot):
       - At 6-months after the pilot:
    3. How many new people do you hope will join the **REGISTRY** (if applicable)?
       - At 6-months into the pilot project:
       - At 12-months (end of pilot):
       - At 6-months after the pilot:
    4. How many new people do you hope are actively **PROVIDING** respite care?
       - At 6-months into the pilot project:
       - At 12-months (end of pilot):
       - At 6-months after the pilot:

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