South Carolina

DAODAS

Department of Alcohol and Other Drug Abuse Services

Sample IMPACT Set-up for Prevention SOR 2 Subgrantees: Points of Reference

Division of Prevention and Intervention Services

October 2021

Read This First!

IMPACT data reporting is not required for Prevention SOR 2 subgrantees. These sample instructions are provided as a point of reference only, for Prevention SOR 2 subgrantees that choose to voluntarily report Prevention SOR 2 programs and activities in IMPACT. Subgrantees that choose to report Prevention SOR 2 programs and activities in IMPACT _MUST_ follow the Minimum Guidance listed below.

The samples provided are from the FY 2017 Empowering Communities for Healthy Outcomes (ECHO) Temporary Prescription Drug Project. Your organization may implement a different set of single service programs than those included within the sample document, and you may implement recurring service programs as well as part of your FY 2022 Prevention SOR 2 grant. These IMPACT set-up samples are truly meant to serve as a point of reference; your organization is not expected to cut, paste, and use the samples as your own.

MINIMUM GUIDANCE

Include **"Prevention SOR 2"** or **"PS2"** in the **PROGRAM TITLE** for both *Single Service* and *Recurring Service* Prevention SOR 2 programs that you choose to enter in IMPACT.

Sample IMPACT Set-up Content

In each table below, Column A contains each field name in IMPACT for which you will need to enter or select information. Column B shares IMPACT tab where each field name is located. Column C contains the actual information that you will need to enter or select; cut and paste of Column C is highly encouraged, where possible. Please remember to click on "SAVE" as directed.

There are a total of two programs and four activities that will be used to record activities in IMPACT for the FY17 Temporary ECHO Prescription Drug Drop Box Project.

Table 1. Problem Behavior, Goals, and Objectives		
Column A (IMPACT Field Name)	**Location in IMPACT (Tab)**	**Column C (Information to Enter or Select)**
Problem Behavior Title	Assess – Identify Problem Behavior	Limited access to proper medication disposal
Goal Title	Plan – Identify Goals	Increase access to proper medication disposal.
Goal Start Date	Plan – Identify Goals	07/21/2017
Goal Targeted Achieve By Date	Plan – Identify Goals	09/30/2017
Goal Outcome Description	Plan – Identify Goals	Permanent Prescription Drug Drop Boxes have been installed in at least 80% of SC counties.
Objective Title	Plan – Identify Objectives	Increase access to permanent prescription drug drop boxes.
Objective Description / Outcome	Plan – Identify Objectives	Increase access to permanent prescription drug drop boxes by 100% in counties where none exist, and increase access to permanent prescription drug drop boxes by at least 10% in counties that already have access.

	Table 2. Programs (Drop Box and Drop Box Media Campaign)		
	Column A (IMPACT Field Name)	**Location in IMPACT (Tab)**	**Column C (Information to Enter or Select)**
Program 1	Program Type	Plan – Identify Programs	Local/Innovative
	Program Title	Plan – Identify Programs	Temporary ECHO: Prescription Drug Drop Box
	Start Date	Plan – Identify Programs	07/21/2017

	Target Completion Date	Plan – Identify Programs	09/30/2017
	Program Objectives	Plan – Identify Programs	Increase access to permanent prescription drug drop boxes.
	Primary IOM Category	Plan – Identify Programs	Universal Indirect
	Primary Strategy	Plan – Identify Programs	Environmental
	Service Codes	Plan – Identify Programs	STV05P - Planning Prescription Drop Box Event STV05 - Prescription Drop Box Event
	Program Outcomes: Achieve By Date	Plan – Identify Programs	9/30/2017
	Program Outcome	Plan – Identify Programs	Install at least one permanent prescription drug drop box.
Program 2	Program Type	Plan – Identify Programs	Local/Innovative
	Program Title	Plan – Identify Programs	Temporary ECHO: Prescription Drug Drop Box Media Campaign
	Start Date	Plan – Identify Programs	07/21/2017
	Target Completion Date	Plan – Identify Programs	09/30/2017
	Program Objectives	Plan – Identify Programs	Increase access to permanent prescription drug drop boxes.
	Primary IOM Category	Plan – Identify Programs	Universal Indirect
	Primary Strategy	Plan – Identify Programs	Information Dissemination
	Service Codes	Plan – Identify Programs	STN16 - Media Campaigns Dissemination STN16P - Planning Media Campaign Development
	Program Outcomes: Achieve By Date	Plan – Identify Programs	09/30/2017
	Program Outcome	Plan – Identify Programs	A total of 35% of people surveyed will report that they know where a prescription drug drop box is located in the county.
			A total of 25% of people surveyed will report that they intend to use a prescription drug drop box to dispose of unwanted medication.

	Column A (IMPACT Field Name)	Location in IMPACT (Tab)	Column C (Information to Enter or Select)
	Table 3. Activities (Drop Box and Drop Box Media Campaign)		
	Column A (IMPACT Field Name)	**Location in IMPACT (Tab)**	**Column C (Information to Enter or Select)**
ACTIVITY 1	Activity Title	Plan – Identify Activities	Temporary ECHO: Planning Prescription Drug Drop Box
	Program	Plan – Identify Activities	Temporary ECHO: Prescription Drug Drop Box
	Proposed Start Date	Plan – Identify Activities	07/21/2017
	Proposed End Date	Plan – Identify Activities	09/30/2017
	Objectives	Plan – Identify Activities	Increase access to permanent prescription drug drop boxes.
	Service Type Code	Plan – Identify Activities	STV05P - Planning Prescription Drop Box Event
	Process Indicators	Plan – Identify Activities	Develop a clear path /plan for opening and operating a permanent prescription drug drop box.
	Outputs	Plan – Identify Activities	Secure a DEA qualified partner facility to house and operate at least one prescription drug drop box.
			Provide adequate funding to the partner facility to purchase and operate at least one prescription drug drop box.
ACTIVITY 2	Activity Title	Plan – Identify Activities	Temporary ECHO: Implementing Prescription Drug Drop Box
	Program	Plan – Identify Activities	Temporary ECHO: Prescription Drug Drop Box
	Proposed Start Date	Plan – Identify Activities	07/21/2017
	Proposed End Date	Plan – Identify Activities	09/30/2017
	Objectives	Plan – Identify Activities	Increase access to permanent prescription drug drop boxes.
	Service Type Code	Plan – Identify Activities	STV05 - Prescription Drop Box Event
	Process Indicators	Plan – Identify Activities	A minimum of one permanent prescription drug drop box is installed.
	Outputs	Plan – Identify Activities	Ensure that facility purchases the prescription drug drop box and related disposal items.

			Open a permanent prescription drug drop box for general public use.
ACTIVITY 3	Activity Title	Plan – Identify Activities	Temporary ECHO: Planning Prescription Drug Drop Box Media Campaign
	Program	Plan – Identify Activities	Temporary ECHO: Prescription Drug Drop Box Media Campaign
	Proposed Start Date	Plan – Identify Activities	07/21/2017
	Proposed End Date	Plan – Identify Activities	09/30/2017
	Objectives	Plan – Identify Activities	Increase access to permanent prescription drug drop boxes.
	Service Type Code	Plan – Identify Activities	STN16P - Planning Media Campaign Development
	Process Indicators	Plan – Identify Activities	100% of media is created and/or purchased for the media campaign.
	Outputs	Plan – Identify Activities	Create a media campaign that uses at least two types of media.
			Make media related purchases (if applicable).
ACTIVITY 4	Activity Title	Plan – Identify Activities	Temporary ECHO: Implementing Prescription Drug Drop Box Media Campaign
	Program	Plan – Identify Activities	Temporary ECHO: Prescription Drug Drop Box Media Campaign
	Proposed Start Date	Plan – Identify Activities	07/21/2017
	Proposed End Date	Plan – Identify Activities	09/30/2017
	Objectives	Plan – Identify Activities	Increase access to permanent prescription drug drop boxes.
	Service Type Code	Plan – Identify Activities	STN16 - Media Campaigns Dissemination
	Process Indicators	Plan – Identify Activities	100% of prescription drug drop box media campaign activities are implemented.
	Outputs	Plan – Identify Activities	Implement a media campaign that uses at least two types of media.
			Implement the brief community survey on access and intended use of the prescription drug drop box.

Once Problem Behavior, Goal, Objectives, Programs, and Activities are entered in IMPACT, you can proceed with monthly reporting of activities.