

# Level 2 Engagement Checklist



Practice Name:

Date/Time:

Level of Engagement at the time of scheduling:

## Steps

- Confirm meeting date & time at least one week prior
  - Via email / phone touch base
  - If not viable – re-scheduled date: \_\_\_\_\_
  
- Send out the agenda the week of the scheduled meeting
  - Via email / In-Person (ahead of virtual engagement or in-person engagement)
    - *Consider developing individualized packets with printed presentation slides, 1st Five brochures, 1st Five referral forms and Site Coordinator business cards/contact information*
  
- Materials to bring (in-person or ahead of virtual engagement) / May provide via email as well
  - *1st Five Brochure (color)*
  - *Initial information about the ASQ screening tool – a single copy of a 9 month ASQ screening (any month interval will do) (if needing an additional/review of an ASQ training)*
  - *Copies of the 1st Five Referral Form*
  - *Iowa EPSDT Periodicity Schedule (If needing review of screening recommendations)*
  - *Site Coordinator business cards/contact information*

- Review with practice
    - Review with practice
      - 7 days prior to meeting
      - 7 days prior to meeting
      - 7 days prior to meeting
    - Review with practice
      - 7 days prior to meeting
      - 7 days prior to meeting
      - 7 days prior to meeting
    - Review with practice
      - 7 days prior to meeting
      - 7 days prior to meeting
      - 7 days prior to meeting
- and referral to 1st Five
- The focus on the peer consultation will include identifying barriers to implementation and referral and offer peer provided solutions to move the practice in the direction of implementation



Confirm next steps by scheduling a Peer Consultation with the practice

- Level 2 Practices may need more than 1 Peer-to-Peer Consultation depending on current challenges with screening implementation and referral use