

Workplan Performance Measures: COVID-19 Vaccination Supplemental Funding – February 2021

Awardee: Collin County

Supported through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, P.L. 116-260

INSTRUCTIONS: This template contains all required activities and performance measures. For each required activity, add specific, measurable, achievable, realistic, time-bound (SMART) activities.

Other activities and performance measures may be added as needed. The workplan must meet these criteria:

- Text 12 font, single spaced, 1- inch margins, number all pages (not to exceed 10 pages)
- Background, Approach and Program Evaluation and Measurement plan (may be part of applicant work plan if the plan includes SMART objectives and performance measures).
- Utilize the CDC Framework for Evaluation in developing your Evaluation and Measurement Plan <https://www.cdc.gov/eval/framework/index.htm>

Background

Collin County is currently operating a COVID-19 vaccination hub, which serves many individuals from both the County jurisdiction and the State of Texas. With the combined efforts of Collin County and its partners, many Texans have successfully received their vaccinations. However, Collin County is still struggling with resource constraints and difficulty reaching high-risk and underserved communities, especially those individuals whom do not have the ability to travel to existing vaccine hubs. Collin County is therefore requesting assistance to help ensure it has the resources and capacity needed to provide equitable services and vaccine distribution to all members of the public that still need vaccination against COVID-19.

Approach (main body of the application)

This section must:

- Describe activities by **phases 1a, 1b, 1c, phase 2, and phase 3**. Plans and activities for each phase must be described.
- Refer to the **Programmatic Guidance document** and to the **COVID-19 Vaccination Playbook** as you develop your workplan and budget: [COVID-19 Vaccination Program Operational Guidance \(cdc.gov\)](https://www.cdc.gov/vaccines/imz/downloads/#/COVID-19-Vaccine-Program-Operational-Guidance)
- Describe specific, measurable, achievable, realistic, and time-bound (SMART) objectives, activities, outcomes, and performance measures (see job aid below on page 3).
- Place an asterisk on those activities you are **associating with the requirement that a minimum of 10% of funding** is for activities focused on high-risk and underserved populations including racial and ethnic minority populations and rural communities.

Performance Measures – THIS MUST BE COMPLETED with SMART objectives

Increase COVID-19 vaccination capacity across the jurisdiction, including among high-risk and underserved populations

Increase the number of vaccine provider sites, including through the use of pharmacies. This can be done through a competitive application process, through enrollment of specific providers into such a program, or through other means

Activities (specific, measurable, timebound)	Performance Measures (in addition to the CDC required performance measure(s) below)	Phase
N/A	N/A	N/A

Performance Measure (PM) 1.1: Number of new vaccine providers, by type, enrolled as COVID-19 providers in the past quarter. (Provider types as listed on the COVID-19 Provider Agreement)

Enroll/train vaccine providers, including complementary providers, to build capacity to vaccinate pediatric and adult populations in accordance with ACIP recommendations.

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Complete at least one vaccine provider recruitment activity quarterly.	Number of training and education workshops conducted for current vaccine providers and potential new providers.	1A
2. Provide updated education resources to current providers each quarter.	Number of providers receiving updated information each quarter.	3

PM 1.2: Number of vaccine providers trained in proper vaccine administration and in vaccine storage/handling in the past quarter.

***Enlist/educate adult providers**, including specialists that see high-risk patients, to identify and refer patients to vaccination clinics if they are not themselves vaccinators

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Identify and contact 10 areas and/or facilities in Collin County that may have high-risk population groups by 6 months of grant start date.	Number of areas and facilities contacted.	2
2. Create education opportunities for 10 high-risk areas and facilities by 6 months of grant start date.	Number of areas and facilities receiving education and guidance about vaccination clinics.	1A
3. Create mobile vaccination clinics for high-risk patients.	Number of high-risk patients vaccinated in past quarter.	1B

PM 1.3: Number of adult health care providers trained in the past quarter for the purposes of ensuring patients are appropriately immunized or referred for vaccinations.

*Fund local health departments to **expand** their **operations** (e.g., providing vaccinations during evenings, overnight, and on weekends) and to **increase** their **throughput**

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Expand vaccine operation efforts by creating mobile teams within 3 months of receiving grant funds.	Staff hired and trained to conduct vaccine operations.	1A
2. Track vaccine throughput amounts weekly.	Number of vaccines administered to targeted high-risk populations during last quarter with expanded operations.	3
3. Enhance vaccine storage capabilities by purchasing 1 additional freezer to allow for larger vaccine operations.	Number of vaccines county is able to store.	2
4. Improve existing electronic medical record system, make vaccine data systems more integrated	Hold status meetings for software improvements quarterly	1A

PM 1.4: Number and percent of health departments with expanded operations in the past quarter. List examples of that expanded operations.

Support public health **workforce recruitment and training** including working with health providers from rural communities, communities of color, and/or communities of high social vulnerability.

[\(CDC's Social Vulnerability Index \(SVI\)\)](#)

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. N/A	N/A	N/A

PM 1.5: Number of new public health workers hired (FTE, contractor, etc) in the past quarter

*Implement **vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary, or off-site clinics** to travel and provide vaccination services in non-traditional settings and/or to supplement the work of local health departments in underserved communities

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Establish vaccine teams within 3 months of grant start date to administer vaccines in non-traditional settings including	Number of vaccines administered in non-traditional settings and underserved communities during each quarter by mobile vaccine	1B

underserved communities.	teams	
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PM 1.6: Number and percent of strike teams, mobile clinics, or temporary off-site clinics held in the past quarter in underserved communities.

PM 1.7: Number of vaccine doses provided through strike teams, mobile clinics, or temporary off-site clinics in the past quarter in underserved communities.

Ensure high-quality and safe administration of COVID-19 vaccines

Implement **site visits** to COVID-19 vaccination clinics to provide monitoring and quality assurance support (supportive supervision) and to promote quality improvement.

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
N/A	N/A	N/A

PM 2.1: Number and percent of site visits (in-person and virtual) to COVID-19 vaccination clinics in the past quarter for the purposes of ensuring proper vaccine administration, proper vaccine storage and handling, and improved quality assurance. Describe key issues identified and how resolved.

Support vaccine administration sites by responding to issues, questions, and ensuring training as needed for new products or changes to products

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
N/A	N/A	N/A
N/A	N/A	N/A

PM 2.2: Number and percent of COVID-19 provider sites supported in the past quarter through trainings or response to issues/questions.

Provide **supplies (including personal protective equipment (PPE)), equipment, and training** to providers and partners for:

- ✓ **Vaccine storage and handling**, including monitoring **temperature** of vaccines
- ✓ **Vaccine transport, including any vaccine-specific considerations**, for temporary mass vaccination clinics.
- ✓ **Vaccine administration**

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
N/A	N/A	N/A
N/A	N/A	N/A

PM 2.3: Number of supplies/equipment, by type, delivered to providers and partners for vaccine storage and handling, in the past quarter. (Types: temperature monitoring devices,

refrigerators, freezers, other). Describe any concerns regarding ability to obtain needed supplies/equipment.

PM 2.4: Number of supplies/equipment, by type, delivered to providers and partners for vaccine transport, in the past quarter. (Types: temperature monitoring devices, mobile vaccine storage units, other). Describe any concerns regarding ability to obtain needed supplies/equipment.

PM 2.5: Number of supplies/equipment, by type, delivered to providers and partners for vaccine administration, in the past quarter. (Types: needles, syringes, PPE, other). Describe any concerns regarding ability to obtain needed supplies/equipment.

Ensure vaccine administration sites have appropriate capabilities to **address adverse events, including anaphylaxis**

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
N/A	N/A	N/A

PM 2.6: Number and percent of COVID-19 administration sites that have been assessed by the awardee as capable of addressing adverse events including anaphylaxis in the past quarter. The assessment should include that the provider has epinephrine on site, equipment to measure vital signs, and antihistamines.

Support **provider training and reporting of vaccine adverse events** to VAERS

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
N/A	N/A	N/A

PM 2.7: Number and percent of provider sites trained on how to report to VAERS in the past quarter.

***Ensure equitable distribution and administration of COVID-19 vaccines**

Monitor **vaccination coverage** among population subgroups, identifying populations and geographic areas with low coverage. **Implement and evaluate interventions** and direct vaccine and vaccination efforts to increase coverage

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Create reports to identify areas low vaccination coverage	Reports are created at least monthly.	2
2. Contact 10 low coverage areas and facilities in Collin County that may have high-risk	Number of areas or facilities contacted.	2

population groups by 6 months of grant start date.		
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PM 3.1: Number of people and percent of population vaccinated with COVID-19 vaccine, by subgroups (subgroups are not mutually exclusive):

CDC will track and capture these data separately through other sources.

- Health care personnel
- Long-term care facility residents
- Front line essential workers
- Persons aged ≥75 years
- Persons aged 65–74 years
- Persons aged 16–64 years with high-risk medical conditions
- All persons aged ≥16 years

*Monitor and improve access to vaccinations in communities of high social vulnerability. ([CDC's Social Vulnerability Index \(SVI\)](#))

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Create education opportunities for 10 high social vulnerability areas and facilities by 6 months of grant start date to improve vaccination access.	Number of areas and facilities receiving education and guidance about vaccination clinics and accessibility.	1B
2. Create mobile vaccination clinics for high-risk patients.	Number of high-risk patients vaccinated in past quarter.	1B

PM 3.2: Describe work to monitor and improve access to vaccinations in underserved communities or communities of high social vulnerability in the past quarter.

Continue and expand on the work of **Vaccine Equity Committees (or similar committees)** to ensure transparency and engagement with the community.

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. N/A	N/A	N/A
2. N/A	N/A	N/A

PM 3.3: Number of Vaccine Equity Committee (or similar) meetings held in the past quarter. Describe key activities of the committee in the past quarter.

*Have a written plan to **address high-risk and specific populations** (including older adults) and how to reach each group, including **congregate settings (e.g. correctional facilities), homeless populations, essential workers,** and others.

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Create a written plan to address high-risk and specific populations.	Number of facilities and high-risk populations identified in the plan.	2
2. Update the plan with any new populations identified and conduct a formal update annually.	Number of facilities and high-risk populations added or removed during annual update.	3

PM 3.4: These plans, including related performance measures, must be included as part of the workplan due within 45 days of the NOA. If additional time is needed, these plans may be received no later than July 1, 2021.

Partner, plan, and implement vaccination activities with **critical organizations**. These organizations could include but are not limited to:

- ✓ Colleges and Universities
- ✓ Occupational health settings for large employers
- ✓ Churches or religious institutions
- ✓ Federally Qualified Health Centers (FQHCs), including Community Health Centers (CHCs)
- ✓ Pharmacies
- ✓ Long-term care facilities (LTCFs), including independent living facilities, assisted living centers, and nursing homes
- ✓ Organizations and businesses that employ critical workforce
- ✓ First responder organizations
- ✓ Non-traditional providers and locations that serve high-risk populations
- ✓ Other partners that serve underserved populations

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. Collaborate with new critical organizations to plan for vaccine activities within 3 months of grant start date.	Number of new partners identified.	3
2. Provide updates to critical organizations every 3 months.	Number of critical organizations provided updates each quarter.	3
3. Participate in trainings,	Number of trainings, meetings, and	2

meetings, and conference to further best practices and gain insight from other providers in and out of State on working with critical organizations.	conference attended by staff past quarter to gain best practices.	
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PM 3.5: Number and type of partner organizations that have implemented COVID-19 vaccination activities in the past quarter. Include also a short statement of the activities.

Plan and implement vaccination activities with organizations and business that employ **frontline essential workers**

“ACIP used CISA guidance to define **frontline essential workers** as the subset of essential workers likely at **highest risk for work-related exposure** to SARS-CoV-2, the virus that causes COVID-19, because their work-related duties must be performed on-site and involve being in close proximity (<6 feet) to the public or to coworkers. ACIP has classified the following non–health care essential workers as frontline workers: **first responders (e.g., firefighters and police officers), corrections officers, food and agricultural workers, U.S. Postal Service workers, manufacturing workers, grocery store workers, public transit workers, and those who work in the education sector (teachers and support staff members) as well as child care workers.**”

[\(The Advisory Committee on Immunization Practices’ Updated Interim Recommendation for Allocation of COVID-19 Vaccine — United States, December 2020 | MMWR \(cdc.gov\)\)](#)

Activities (<i>specific, measurable, timebound</i>)	Performance Measures (<i>in addition to the CDC required performance measure(s) below</i>)	Phase
1. N/A	N/A	N/A
2. N/A	N/A	N/A

PM 3.6: Has the awardee initiated vaccination planning (or implemented vaccination activities) with the following industries or business sectors in the past reporting period: first responders, corrections, food/agricultural workers, postal workers, manufacturing workers, grocery store workers, public transit workers, teachers and educational support staff, child care workers.

Program Evaluation and Measurement Plan

This section should:

- Describe a strong approach to evaluating the success of the project through reference to CDC’s Framework for Evaluation.
- Describe a clear approach for tracking progress on SMART objectives, activities, outcomes and performance measures.
- Describe planned participation with partners.
- Describe clear monitoring and evaluation procedures that will be incorporated into planning and implementation

Once Collin County receives funding, the County will begin purchasing supplies and equipment necessary to the success of the vaccine program. Collin County will hire additional staff who will track the progress on SMART objectives, activities, outcomes, and performance measures. The staff will be trained to ensure grant deliverables are met on time and performed correctly. The County will utilize existing partnerships at the local and regional level to educate and train partners on vaccine activities.

A mobile team will be created that will administer vaccines to high-risk and underserved populations. Software systems and upgrades will be purchased to track and analyze vaccine data to ensure equitable distribution of vaccines throughout the county. Once the grant funds are awarded and staff hired, the County will complete a written plan that will detail the steps for implementation of these goals. Staff will participate in trainings, meetings, and conference (such as Preparedness Summit and Epidemiology Conferences) to further best practices and gain insight from other providers in and out of State on working with rural communities, communities of color, and/or communities of high social vulnerability as well as critical organizations.