Building Blocks for IECMHC Worksheet

This worksheet will help you identify the building blocks of your IECMHC program. Please respond yes or no to the following questions.

QUESTIONS ABOUT YOUR PROGRAM'S ELIGIBILITY STANDARDS:

1. **Can you describe your target population?**
   - ☐ Yes
   - ☐ No

2. **Can you describe the geographic reach of your services?**
   - ☐ Yes
   - ☐ No

3. **Can you describe the service delivery setting where your target population receives services from the consultee?**
   - ☐ Yes
   - ☐ No

QUESTIONS ABOUT YOUR PROGRAM'S SERVICE DESIGN:

4. **Can you describe the dosage of services delivered by your consultants?**
   - ☐ Yes
   - ☐ No

5. **Can you describe your consultants' capacity?**
   - ☐ Yes
   - ☐ No

6. **Can you describe the process for how an agency would initiate services with your consultants and how your program can receive referrals?**
   - ☐ Yes
   - ☐ No

QUESTIONS ABOUT YOUR PROGRAM'S WORKFORCE:

7. **Do your consultants receive both initial and ongoing training?**
   - ☐ Yes
   - ☐ No

8. **Are there particular qualifications that consultants must meet in order to work for your program?**
   - ☐ Yes
   - ☐ No

9. **Do your consultants receive ongoing reflective supervision?**
   - ☐ Yes
   - ☐ No

QUESTIONS ABOUT YOUR PROGRAM'S INFRASTRUCTURE:

10. **Does your program have a theory of change?**
    - ☐ Yes
    - ☐ No

11. **Does your program have a logic model?**
    - ☐ Yes
    - ☐ No

12. **Does your program have a manual describing your service delivery?**
    - ☐ Yes
    - ☐ No

13. **Is the service organization that employs your consultants different from the organization where services are delivered?**
    - ☐ Yes
    - ☐ No

14. **Does your program have a policies and procedures manual?**
    - ☐ Yes
    - ☐ No

THE FOLLOWING QUESTIONS, WHILE NOT SPECIFICALLY PART OF YOUR PROGRAMS INFRASTRUCTURE, WILL HELP YOU PLAN FOR SUSTAINABILITY FROM THE OUTSET.

15. **Does your program have a data collection and reporting system?**
    - ☐ Yes
    - ☐ No

16. **Is your program evaluated by an external evaluator?**
    - ☐ Yes
    - ☐ No

17. **Do you have a financing package that supports your total program?**
    - ☐ Yes
    - ☐ No

18. **Do you have support from local and/or state leadership and governance?**
    - ☐ Yes
    - ☐ No

19. **Does your program have a marketing plan?**
    - ☐ Yes
    - ☐ No

REVIEW

Now that you have completed the worksheet, go back and review your answers. For the questions that you answered "Yes," write a sentence or paragraph that describes the element and how your program fulfills the Building Block. By articulating your program's approach in this manner, you can clearly communicate about your program to others. For the questions that you answered "No," or were unsure about, consider taking steps to make these elements a clear part of your program. Utilize the toolbox for additional resources and examples of how these elements look in practice

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