

School-based/-linked Evaluation Report

Overview

This document describes the Evaluation Report procedure for activities 2.3 to 2.3.f of the school-based/-linked program, and provides information, resources, and step-by-step guidance.

Activity 2.4.d EVAL (note: this activity was misnumbered on the work plan):
Identify process and qualitative indicators for school-based or school linked programs and determine if progress on evaluation objectives/indicators.

Evaluation/Reporting/Performance Measure:

A) Evaluation Report – identify if target participation rate was met

Deliverable Instructions

LOHPs are to submit approximately a 2–5-page evaluation report. The report should summarize key findings from your school-based/-linked dental program and is recommended to include the following sections:

1. Executive Summary

Provide a concise overview of the evaluation’s major findings, conclusions, and key recommendations.

Include:

- Purpose of the evaluation
- Summary of program performance and outcomes
- High-level recommendations for improvement and sustainability

2. Introduction & Program Context

Provide a brief description on the background and purpose of the school dental program.

Include:

- Program description (e.g., KOHA activities, screenings, preventive services, referral process, coordination with school partners, etc.)
- Priority schools and service area
- Program objectives (e.g., increasing KOHA compliance, developing robust referral process for urgent care, connecting students to dental homes, etc.)
- Summary of plan for evaluation (e.g., key evaluation questions)

3. Data Methodology

Explain how data were collected and analyzed.

Recommended elements:

- **Data sources:** Screening data, KOHA data, referral outcomes, school engagement records
- **Analytical approach:** Comparison to baseline, alignment with workplan indicators, RBA-style outcomes (if used)
- **Limitations:** Missing data, staffing constraints, program disruptions, etc.

4. Findings & Analysis

Organize findings by program components or evaluation questions.

Possible sections (tailor as needed):

4.1 Program Implementation

- Delivery of services (screenings, fluoride varnish, sealants, CRA bundles)
- Coordination with school nurses, RDHs, RDHAPs, and community partners
- Equipment or resource gaps
- (E.g., similar details are referenced in sustainability plans and implementation documents.)

4.2 Reach & Participation

- Student participation rates
- Demographic breakdown
- School site engagement
- Outreach and education outcomes

4.3 Oral Health Outcomes

- Rates of caries experience, untreated decay, sealants
- Changes from baseline
- Trends aligned with LOHP workplan indicators

4.4 System & Partnership Outcomes

- Collaboration with schools, county partners, community organizations
- Efficiency and effectiveness of referral pathways
- Stakeholder feedback

4.5 Equity & Access Considerations

- Services for priority schools
- Cultural and linguistic appropriateness of materials

- Geographic or transportation barriers

5. Conclusions

Summarize the evidence-based conclusions that address the evaluation questions.

Include statements about:

- Program effectiveness
- Progress toward objectives
- Contribution to county/state oral health goals
- Identified strengths and areas needing improvement

6. Recommendations

Provide actionable, evidence-based recommendations.

Examples:

- Improve data tracking or KOHA submission processes
- Strengthen school partnerships or communication workflows
- Expand preventive services capacity (RDHs, RDHAP, school-site logistics)
- Enhance referral and follow-up systems
- Adopt strategies for sustainability (e.g., grant opportunities, Medi-Cal billing, MOU alignment, QI processes)

Each recommendation should be:

- Clear and actionable
- Tied to findings
- Feasible for program leadership and school partners

7. Appendices to include (as applicable)

- Data tables and charts
- Survey instruments
- Logic model
- Workplan indicators
- List of participating schools
- Additional documentation