

Mental Health Screening Implementation Planning Worksheet

(For additional information see Appendix C: Manual of Procedures and Tool Kit for Implementation
http://thorax.bmj.com/content/suppl/2015/10/09/thoraxjnl-2015-207488.DC1/thoraxjnl-2015-207488supp_appendixC.pdf)

We will use paper or computer based administration.

If computer, is this part of the EMR? Yes No.

If No, do the tools need to be programmed? Yes No.

If yes, who will make sure this gets done? _____

If computer, will this be tablet desktop or Other?

Who will be responsible for infection control? _____

Will you use the PHQ-9 (include suicidality item) or PHQ-8 (no suicidality item)

When will you screen? (See Appendix C: Manual of procedures and tool kit for implementation Step 2 for suggestions)

Who will you screen? All patients 12+ years Caregivers of patients aged 0-17 (offered)

Other (provide specificity on who) _____

Process for Screening

Where will screening be done? _____

Who will administer the tools? _____

What is plan if this person is not available? _____

Will the scoring be done by hand or computer?

If by hand, who will score the tools? _____

What is plan if this person is not available? _____

What resources are needed to be successful with administering screening?

How will you get these resources? Who will be responsible for this?

Following up on Results

How will the treating clinician know which forms were completed and the results?

Who will discuss the results with the patient? Will this differ if the screen negative or positive? What patient resources will be provided (see resource section below)?

Who will be responsible for looking at question #9 (suicidality) on the PHQ-9 and initiating the suicidality plan? _____

What is your center's plan for patients with suicidality (regardless of whether the PHQ-9 question 9 is administered)? (See Appendix C for suggestions)

Who will be responsible for this? _____

What is plan if this person is not available? _____

What resources are needed to be successful with following up with positive screens and suicidality?

How will you get these resources? Who will be responsible for this?

Post-Clinic Work

What happens to the screening results at the end of clinic (who gets the paper forms? Who is responsibility for scanning/entering results into the EMR?)

How will you keep track of screening scores?

If needed, who will enter this data at your site? _____

What resources are needed to be successful with tracking screening scores?

How will you get these resources? Who will be responsible for this?

How will you track the patients who screened positive for suicidality, especially those who have an intervention in clinic?

Who will be responsible for track patients who screened positive for suicidality?

What resources are needed to be successful with tracking positive screens for suicidality?

How will you get these resources? Who will be responsible for this?

How will you track that the required follow-up and re-assessment has been completed?

Who will be responsible for follow-ups and re-assessments?

What resources are needed to be successful with tracking follow-ups and re-assessments?

How will you get these resources? Who will be responsible for this?

How will you track patient adherence with recommendations/treatment?

Who will be responsible for tracking patients' adherence with recommendations/treatment?

What resources are needed to be successful with tracking patient adherence?

How will you get these resources? Who will be responsible for this?

Resources

What patient education materials do you want available to offer at clinic? (see Appendix C: Manual of procedures and tool kit for implementation for suggestions)

Who will be responsible for gathering these materials? _____

Who will be responsible for keeping these materials stocked? _____

***What are the available resources in your institution and community for the treatment of depression and anxiety for patients with moderate - severe symptoms?** (see Appendix C: Manual of procedures and tool kit for implementation for suggestions)

*****This step must be completed prior to implementing screening and will likely take the most time.***

Who will be responsible for compiling these resources? _____

Who will be responsible for updating and adding to this resource list? _____

How often will it be updated? _____

What additional training do care team members need or want before starting screening?

Who will organize these trainings? _____