

The diagram entitled “Minnesota Heart Disease and Stroke Prevention: Workflow and Partner Relationships” was conceived in order to help answer this question: **“What is the big picture for heart disease and stroke prevention in our state?”** This document will help guide you through this diagram, some of our thoughts for why we put certain information on it, and how it might serve as a template for others. Jump to the end to read about how this diagram might be useful to you!

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## 1. “WHO”: List out the key players in heart disease and stroke prevention in your state.

In Minnesota, they are:

- The Minnesota Department of Health, Heart Disease and Stroke Prevention Unit
- Minnesota Heart Disease and Stroke Prevention Steering Committee + Task Groups
- Minnesota Stroke Committee + Task Groups
- Great Lakes Regional Stroke Network
- Partner Organizations and Agencies

*(To simplify the diagram, we left CDC out, but they are a partner that could be added.)*

*Notes: After identifying who the major players are, we laid them out on paper and drew out the relationships between the various organizations. In addition, a simple word on the arrows were added in order to describe the expectations or key activities of each relationship. Important enough to restate: the task groups are specifically created to address specific needs – and to act on those specific needs.*

*The end goal is ACTION and IMPACT. The diagram shows the “work flow” of how the various entities work together to effect change.*

## 2. “WHAT”: These key players work together to identify the programmatic needs and gaps.

- One of the first activities should be to develop an inventory of current programs and initiatives.
- The various committees create task groups to drive the programmatic initiatives based on gaps identified.
- This can lead to the development of strategic and action plans. (e.g., state plans, work plans)

## 3. “HOW”: Heart disease and stroke burden is reduced through the implementation of initiatives by creating and leveraging partnerships.

- For each identified gap, a task force works with partner organizations to identify:
  - Lead organization
  - Action plan
  - Methodologies for action/activities
  - Timeline
  - Resources and Funding
  - Deliverables and outputs
  - Evaluation methods and reporting expectations

*Notes: The diagram references this simply through the arrows flowing from the various committees, partners, and the health department to the final step: IMPLEMENTATION.*

#### 4. “EVALUATION”: All programs and initiatives should be evaluated.

- Plan for evaluation at the beginning of program planning.
  - Ask: what are the key questions that need to be asked?
  - Determine: methodology for evaluation (who will do it; how will it be done; when will it be done).
  - Consider: for whom will evaluation results be used?
  - Don’t forget: process evaluation, in addition to outcome/impact evaluation.
- Reports are generated and given to all stakeholders, committees, funders, and partners.
  - Determine methods for communicating results to the public.
- Evaluation results provide justification for your work, and guide new and future programs!

*Notes: The diagram doesn’t specifically depict evaluation. It is, however, a vital component to successful heart disease and stroke prevention work in your state.*

### SO WHAT? How will this diagram help me and my program?

- Creating a visual helps to *concretely* sort out the many players, their roles, and interrelationships, and how work gets done.
  - Stop talking in generalities, and be able to talk about specifics with your partners.
  - Use it as a **playbook**, a **roadmap**, or a **supplement to a logic model**.
    - It is useful for yourself and your own program staff – every so often, remind yourself how this is all getting done. Post it above your desk. Stick a copy on the wall during staff meetings.
    - Show it to CDC to let them know that you’ve got a handle for how things interact in your state and how you are recognizing and coordinating with your partners.
    - Use it to help communicate with old, new, and especially potential partners what the big picture is and how they fit into it.
- Format this visual to use in various presentations. Place it on your web site. Create handouts when you want to communicate answers to these questions:
  - **What are all these different committees, and how do they relate to each other?**
  - **What is the role of the state health department, and what are our expectations of one another (partners, committees, and health department)?**
  - **Can you tell me what the big picture is for heart disease and stroke prevention efforts in your state?**