Measuring CDPHE Priority Metrics: Policy and Systems Change Outcomes

Example Questions for Collecting Policy and Systems Change Outcome Data

# What does it look like to collect data on policy and systems changes?

### Data Collection Tool Notes for Capturing Policy and Systems Changes

CDPHE prioritizes understanding the policy and systems changes achieved through grant-funded projects. Grantees can utilize various methods to collect data related to these changes.

Recommended Approaches:

1. Self-Reporting: Grantees are encouraged to leverage self-reporting mechanisms like:

* Reflective Journals: Documenting personal observations, insights, and challenges related to policy and systems change efforts.
* Meeting Logs: Recording discussions, decisions, and actions taken during meetings that address policy and systems change objectives.
* Other Tools: Utilizing project management software, databases, or other tools to track progress and document relevant information.

1. Interviews/Focus Groups (Optional):

* While self-reporting is encouraged, grantees may opt to conduct interviews or focus groups with key stakeholders to:
  + Gather diverse perspectives on policy and systems changes.
  + Validate observations and insights gathered through self-reporting.
  + Identify potential barriers or challenges to achieving desired changes.

### Section 1: Outcome Questions

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| This section includes data points needed to report “Policy and Systems Changes” priority metrics. Grantees are encouraged to develop specific metrics to track improvements in their selected Policy and Systems changes that they anticipate impacting through their services.  NOTE: These are just examples and should be adapted to fit the specific goals and objectives of your intervention. Grantees are encouraged to adapt and add metrics relevant to their specific programs and communities. *Use your coaching with ResultsLab to identify the most relevant metrics that will strengthen your internal evaluation and data practices.* |

#### Possible Questions to Measure CDPHE Priority Metric: # and type of Policy and Systems changes achieved, tracked over time

## Below are examples of questions best formatted for interviews or focus groups with key stakeholders. If you are choosing to use a different method, consider the ways you might reformat these questions or your methods to best surface changes in policy and systems.

How to use this table:

* Navigate to what you would like to measure about your pathway or system change.
* Navigate to the row that includes the aspect of the pathway or system you would like to measure.
* Consider what method works best for your organization to collect this data. Try to identify a natural touchpoint or reflection moment for your team where this data is relevant. Identify a system that you can use to collect the data.
* Review the example provided and consider how to best reformat for your project and organizational context.

| **Levels of System Change** | **What aspect of that do you want to measure?** | **Example Data Collection Methods** | **Example Questions** |
| --- | --- | --- | --- |
| Structural | Changes in policies, resources or services delivered | Policy and document analysis to identify changes (secondary data review & findings) | **Findings Report Questions:**   * What specific policies or regulations have been changed or implemented because of the project? * How have these changes impacted the availability, accessibility, and/or quality of services for clients? * Has there been a change in the allocation of resources (funding, staff, etc.) to support the implementation of new policies or services? |
| Meeting Logs | * What changes to policies, procedures, or service delivery models were discussed today? * What decisions were made regarding the allocation of resources or the implementation of new services? |
| Reflective Journal | * What observations have I made regarding changes in policies, resources, or services delivered during the project? * How have these changes impacted my work and the work of my colleagues |
| Relational | Changes in connections and power dynamics | Key stakeholder interviews | * How has the project impacted the relationships between different stakeholders (e.g., government agencies, community organizations, clients)? * Have there been any changes in the power dynamics between different stakeholders? * How have these changes in relationships and power dynamics impacted the delivery of services and the overall effectiveness of the system? |
| Transformative | Changes in mental models, attitudes, or beliefs | Key stakeholder interviews/Focus Group | * How has the project changed your understanding of the root causes of the issues you are addressing? * Have there been any shifts in attitudes or beliefs among stakeholders regarding the role of government, the importance of community involvement, or the effectiveness of different service delivery approaches? |
| Key Stakeholder Survey | To what extent do you agree with the following statements about the project's impact?   1. The project has increased my understanding of the needs of the community. 2. The project has made me more optimistic about the potential for change. 3. The project has strengthened my commitment to working with others to improve the system. |