**CASE EXAMPLE SUBMISSION QUESTIONNAIRE**

Thank you for sharing your story with the Center for Sharing Public Health Services!

The Center’s “case examples” are meant to showcase public health professionals’ experiences with cross-jurisdictional sharing (CJS). That includes the overall challenges you’ve faced, how sharing agreements helped solve those challenges, the benefits to your site in pursuing CJS, and any lessons learned.

The following questions are designed to help guide you in thinking through this overall outline. But we also encourage you to include anything you believe will help illustrate what made your sharing agreement successful, as well as anything that others pursuing CJS might benefit from.

As much as possible, try to use detailed language and give concrete examples and numbers—this will help paint a picture and help your story come alive.

The information you provide below will be synthesized to produce a brief, but impactful case example.

Thank you! And if you have any questions, please email us at phsharing@khi.org.

**BACKGROUND**

**Your Name:** Click or tap here to enter text.

**Your Title:** Click or tap here to enter text.

**Your Location:** Click or tap here to enter text.

**The Name of Your Site:** Click or tap here to enter text.

**Type of Site (Health Department, Federal Agency, etc.):** Click or tap here to enter text.

**In as much detail as possible, describe the region where your “story” takes place. Where in the United States is it? Is it rural or urban? How many people live there?**

Click or tap here to enter text.

**Describe the makeup of the jurisdictions involved in your story. How many are there? What is the size of the population served by each jurisdiction? Does it vary between or among jurisdictions? Are they well-staffed or not? Do they experience recruitment and/or retention difficulties? Describe the funding status of the jurisdictions—is there a public health levy? Has funding been stable? Are the jurisdictions sufficiently funded or underfunded? Does the funding vary between or among jurisdictions?**

Click or tap here to enter text.

 **THE CHALLENGE**

**Describe the challenge, or problem, that led your site/department/agency to pursue CJS. Was it operational (e.g., recruitment/retention issues, budget cuts, mandate for accreditation) or the intent to impact a health issue (e.g., environmental health, chronic disease, preparing for pandemics) or both? Try to focus on one or two main issues and stick with that theme throughout. You want to paint a picture of what the region was like pre-CJS.**

Click or tap here to enter text.

**Why did this issue(s) pose a problem?**

Click or tap here to enter text.

**How did this issue(s) affect the health of your communities?**

Click or tap here to enter text.

**PURSUING CJS**

**Why did your site/department/agency decide to pursue CJS?**

Click or tap here to enter text.

**How did the CJS agreement come together?**

Click or tap here to enter text.

**Where did your funding for a CJS agreement come from?**

Click or tap here to enter text.

**THE RESULTS**

**Describe, in overall terms, how your site/department/agency was different after CJS, in as much detail as possible, particularly around the 1-2 issues you identified under “The Challenge.” (Note: If a result from your CJS arrangement was around financing, please describe how costs were shared or distributed.)**

Click or tap here to enter text.

**Give specific, detailed, information on how the CJS agreement benefited your site/department/agency or region. As much as possible, include statistics, data, or anecdotes that illustrate how things improved. This can be provided in a series of 1-2-sentence bullets.**

Click or tap here to enter text.

**KEYS TO SUCCESS/LESSONS LEARNED**

**What do you think contributed to the success of your sites/departments/agencies?**

Click or tap here to enter text.

**What’s the most important thing you learned from this experience?**

Click or tap here to enter text.

**What would you do differently next time?**

Click or tap here to enter text.

**COLLATERAL**

**Do you have any photographs, graphs, maps or infographics that would help illustrate this story? If so, please attach to your email.**

Click or tap here to enter text.

**OTHER**

**Do you have anything else you’d like to add?**

Click or tap here to enter text.