

The Healthy Living System

The Arizona Living Well Institute (AZLWI) at Empowerment Systems, Inc. is the statewide hub for Stanford University's Chronic Disease Self-Management Education (CDSME) programs. In Arizona, we refer to CDSME as Healthy Living because the workshops address more than just chronic conditions. Virtually every aspect of healthful living is considered in our multi-dimensional approach to wellness. The AZLWI system is aimed at promoting and expanding Healthy Living programs across Arizona. The system is comprised of several components including: a consortium of partner organizations involved in the delivery of workshops, community referral network, workshop scheduling, delivery and evaluation, and training, certification mentoring, and tracking of workshop facilitators. This guideline is to describe and communicate the AZLWI Healthy Living System to existing and potential partners.

What is the Healthy Living System?

Under contract with the Arizona Department of Health Services, the Arizona Living Well Institute is tasked with creating, supporting and expanding a structured network of organizations involved in the delivery of Healthy Living programs and services.

Why is the System Needed?

To create a more synergistic approach to the different functions and components of AZLWI in efforts to efficiently promote and deliver Healthy Living programs in Arizona.

What is Involved in the System?

The Partner Consortium

A subscription-based membership of public and private organizations involved in the promotion and delivery of Healthy Living Programs. Membership is formalized by a Memoranda of Understanding with AZLWI to spell out the benefits, role and responsibilities for each organization.

Training and Credentialing

The AZLWI and partners regularly host training events in each Healthy Living program to train and certify Healthy Living Leaders to facilitate Healthy Living workshops.

Mentoring, Fidelity Review & Problem Solving

Available from experienced Regional Mentors and AZLWI Staff. Regional Collaborative calls are regularly provided.

Workshop Registration and Scheduling

Occurs both electronically through the website and via the Community Referral Network. This component is important to partners because it leads to filling, billing and payment for workshops.

Community Referral Network & Data Management

Partners, outside health care providers and others, including individuals, can make referrals into workshops via the Community Referral Network (CRN). Participants are auto-assigned to workshops closest to their locations and other influencing factors.

The CRN also acts as a data repository. Partner organizations have the ability to track their Healthy Living Leaders, run reports based off of data submitted to AZLWI and find substitute Healthy Living Leaders.

More Information

Available at www.azlwi.org.

Healthy Living Workshops

The Arizona Living Well Institute (AZLWI) at Empowerment Systems, Inc. is the statewide hub for Stanford University's Chronic Disease Self-Management Education (CDSME) programs. In Arizona, we refer to CDSME as Healthy Living because the workshops address more than just chronic conditions. Virtually every aspect of healthful living is considered in our multi-dimensional approach to wellness. The AZLWI system is aimed at promoting and expanding Healthy Living programs across Arizona. The system is comprised of several components including: a consortium of partner organizations involved in the delivery of workshops, community referral network, workshop scheduling, delivery and evaluation, and training, certification, mentoring, and tracking of workshop facilitators. This guideline is to outline the Healthy Living programs available in Arizona, where they are found and how to enroll.

Workshops Available

The suite of Healthy Living (CDSME) workshops includes:

- Healthy Living (CDSMP)
- Tomando Control de su Salud (Spanish CDSMP)
- Healthy Living with Diabetes (DSMP)
- Programa de Manejo Personal de la Diabetes (Spanish DSMP)
- Healthy Living with Chronic Pain (CPMSP)

Workshops are held once a week for 2.5 hours for six consecutive weeks and are facilitated by 2 certified Lay Leaders.

Workshop Registration & Data Collection

AZLWI partner organizations register Healthy Living workshops online at www.azlwi.org using the 'Workshop Registration Form.' Each workshop must have a corresponding survey packet which can be found online. Survey packets contain helpful forms including attendance sheets and pre and post evaluations. Completed survey packets should be sent to the AZLWI within two weeks of the final session of the workshop.

Workshop Schedules

All upcoming workshops are listed online by county at www.azlwi.org under 'workshop schedules'. Instructions on how individuals can enroll in each workshop is found online. Workshops are added to the calendar after a partner organization registers a workshop with the AZLWI.

Workshop Referrals

Partners, outside health care providers and others, including self-referrals, can make referrals for Healthy Living Workshops through the Community Referral Network (CRN). Participants are auto assigned to workshops closest to their location and other influencing factors.

Licensure

Delivery of Healthy Living workshops and sending participants through training requires a Stanford license. Three options for licensure are available: licensure directly from Stanford, buying into the AZLWI license or working under another organization's Stanford license. More information on these licensure options can be found online at www.azlwi.org.

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Healthy Living Trainings

The Arizona Living Well Institute (AZLWI) at Empowerment Systems, Inc. is the statewide hub for Stanford University's Chronic Disease Self-Management Education (CDSME) programs. In Arizona, we refer to CDSME as Healthy Living because the workshops address more than just chronic conditions. Virtually every aspect of healthful living is considered in our multi-dimensional approach to wellness. The AZLWI system is aimed at promoting and expanding Healthy Living programs across Arizona. The system is comprised of several components including: a consortium of partner organizations involved in the delivery of workshops, Community Referral Network (CRN), workshop scheduling, delivery and evaluation, and training, certification, mentoring, and tracking of Healthy Living Leaders. This guideline is to outline the process for requesting, scheduling and registering people to be trained as Healthy Living Leaders.

Training Leaders

Training, certification and tracking Healthy Living Leaders as workshop facilitators is an essential component of the AZLWI system.



Because workshops are required to be facilitated by two certified Healthy Living Leaders, it is recommended that each partner organization have at least two trained facilitators. Healthy Living Leader trainings in each of the Healthy Living programs are available throughout the year:

- Healthy Living (CDSMP)
- Tomando Control de su Salud (Spanish CDSMP)
- Healthy Living with Diabetes (DSMP)
- Healthy Living with Chronic Pain (CPMSP)
- Master Training

Training Schedules

Training schedules can be found online at www.azlwi.org under 'Training Events in AZ.' Registration for a scheduled training can be made on the website. If there is interest in training that is not scheduled on the calendar, it can be requested by registering on a corresponding training waitlist online at www.azlwi.org under Training Events in AZ.

Licensure Options

Delivery of Healthy Living workshops and sending participants through training requires a Stanford license. Three options for licensure are available:

- Receiving a license directly through Stanford
- Buying into the AZLWI licensure
- Working under another organization who has a license directly with Stanford

More information on trainings, licensure options, how to pursue them can be found online at:

www.azlwi.org.

Certification of Healthy Living Leaders

The Arizona Living Well Institute (AZLWI) at Empowerment Systems, Inc. is the statewide hub for Stanford University’s Chronic Disease Self-Management Education (CDSME) programs. In Arizona, we refer to CDSME as Healthy Living because the workshops address more than just chronic conditions. Virtually every aspect of healthful living is considered in our multi-dimensional approach to wellness. The AZLWI system is aimed at promoting and expanding Healthy Living programs across Arizona. The system is comprised of several components including: a consortium of partner organizations involved in the delivery of workshops, Community Referral Network, workshop scheduling, delivery and evaluation, and training, certification, mentoring, and tracking of Healthy Living Leaders. This guideline is to outline how Healthy Living Leaders are trained and certified through the AZLWI.

1. Potential leaders attend an in-person 4-day leader training. Master trainers determine if the potential leader has passed the training.
2. After successful completion of the training, the Healthy Living Leader completes the online survey and receives the Healthy Living Leader Certificate.
3. Within 12 months from training date (the last day of their training), Healthy Living Leaders must facilitate at least one 6-week workshop (all six 2.5-hour sessions).
 - a. During this workshop, a fidelity check must be done by a Master Trainer.
4. To maintain active certification, Healthy Living Leaders must facilitate at least one workshop and one Fidelity check every 12 months, using the last day of their training as their Anniversary Date.
5. Healthy Living Leaders must attend Update Trainings that are developed by Stanford, if necessary.
6. A Healthy Living Leader contact form must be submitted to the Arizona Living Well Institute annually.



Community Referral Network

The Arizona Living Well Institute (AZLWI) at Empowerment Systems, Inc. is the statewide hub for Stanford University's Chronic Disease Self-Management Education (CDSME) programs. In Arizona, we refer to CDSME as Healthy Living because the workshops address more than just chronic conditions. Virtually every aspect of healthful living is considered in our multi-dimensional approach to wellness. The AZLWI system is aimed at promoting and expanding Healthy Living programs across Arizona. The system is comprised of several components including: a consortium of partner organizations involved in the delivery of workshops, community referral network, workshop scheduling, delivery and evaluation, and training, certification, mentoring, and tracking of workshop facilitators. This guideline is to describe the Community Referral Network (CRN) and how Healthy Living partners can utilize the system.

What is it?

The Community Referral Network (CRN) is an online software and referral system designed to expand the reach of Healthy Living (CDSME) programs in Arizona. Individuals can be referred into the system and matched with a Healthy Living workshop. The CRN also serves as an online data repository by holding organizational profiles including facilitators as well as workshop data from submitted survey packets. Ad hoc data reports can be run as needed by organizations using the system.

Partner Benefits

Healthy Living partners can receive the following benefits by subscribing to the CRN:

- Increased participation in Healthy Living workshops
- Reduced cancelled workshops due to low attendance
- Ability to run reports on organizational activity
- Access to fill in Healthy Living Leaders
- Promotion of Peer to Peer education
- Workforce development for Peer Support Specialists

Data Collection & Reports

AZLWI partner organizations register Healthy Living workshops through the CRN. Once entered, referrals are matched into workshops. Completed survey packets are entered in the CRN by AZLWI staff. Partner organizations have the ability to run several reports based on the data entered into the system. Examples of reports an organization can retrieve are: number of workshops, number of attendees, number of completers, and survey packet (pre and post test) outcomes.

Organizational Profiles

Partner organizations can view and manage their licensure status, implementation sites and provider agencies, if needed. Facilitators are stored under each organizational profile and contain information regarding activity status, training dates and fidelity checks. Organizations also have the ability to find a substitute facilitator for workshops.

More information can be found online at www.azlwi.org.