

Fetal and Infant Mortality Review (FIMR) Action Tracking Log

Community development experts suggest completing a form such as the one below for each action a program like FIMR accomplishes and filing it along with any program materials developed as a permanent record of program accomplishments.

Briefly describe the following:

Issue (why the action was implemented) A vignette that illustrates the problem may be helpful.

Recommended Action (include category of action, if use classification scheme)

Action Steps (list each activity as it is implemented to accomplish the action; indicate the involved agencies/organizations and date when completed. Attach any materials developed for this action, such as pamphlets, policies, screening tools, training agendas, etc.)

Lasting Effects in Community (identify what has happened in the community because of the FIMR action)

Categories of Action Classification Grid:

Category	Purpose	Example
Community-based education	General messages that need to go out to the public	Conduct a media campaign to encourage early and continuous prenatal care
Professional Training	Specific training for health and human service providers	Conduct provider training on use of screening tools
Systems Improvement	Improvements in linkages or communication between components	Improve referral patterns among agencies
Organizational Practices	Agencies make internal changes to their practices and protocols	Expand prenatal clinic hours to include evenings and Saturdays
Policy/Advocacy	Make policy change	Streamline MCH Medicaid application process
Individual knowledge and skills	Increase individual knowledge and skills	Conduct infant car seat installation checks