

Factors that Contribute to Successful Development of a CDR Program

Factor	Example	Why This Contributes to Success
State Support	Maternal Child Health, Department of Justice or other state-level organization agrees to support the program.	Although a bottom-up process, agreement to participate is often top-down. When a state entity makes CDR a priority to their functioning, the institutionalization can ensure the future of its existence.
Legislation	Enabling, protecting and/or information-sharing legislation relating to CDR is passed at the state-level.	Gives legal basis for conducting reviews, sharing sensitive information and protecting confidentiality; this may legitimize the process for some.
Financial Support	Funds to cover community consultants for technical assistance and support are appropriated by participating agency(ies).	Expertise of CDR consultants facilitates formation and sustainability of teams, especially in the face of member turnover.
Housing of Program	State CDR program and staff are housed in a neutral location, with a committed housing organization.	More likely to be non-threatening to the other disciplines. It may help lessen turf issues if they have existed in the past.
Organizational Seminars	A state with few or no local teams holds regional seminars, inviting a range of local human service representatives to familiarize them with the CDR process.	Introduces the idea of the CDR process to multidisciplinary audience at one time; can answer pertinent questions in open, discussion-style format. Gives representatives from rural areas opportunity to network, possibly forming regional teams.
Organizational Meeting	Team convenes their first meeting as organizational only; no reviews are done.	Provides opportunity for team members to get acquainted and set process parameters before attempting reviews.
Interagency Agreement	Agency directors sign joint agreement to participate in the CDR process.	Solidifies multi-agency commitment and idea of shared ownership in the process. Can ensure participation of field staff.
Confidentiality Statements	All members sign confidentiality statements on a regular basis, before sharing information.	Further assures those still wary of liability associated with CDR. Provides safe environment, encourages members/agencies to share sensitive information.
Training	Statewide training provided to new local and state-level team members annually.	Informs members about new research on various types of death; builds skills for conducting reviews; provides opportunity for networking, sharing experiences.
Retrospective Practice Reviews	Team chooses a number of deaths from the recent past as first set of reviews.	Raises comfort level of members with the process, without the pressure of discussing ongoing investigations, etc.
Buy-in of Core Members	Agency representatives required by law to participate are committed to CDR; attend all meetings.	Sets tone for other members to follow; raises perceived importance of process; more likely that relevant information will be available to be shared.
Additional Membership	Team coordinator invites individuals who were involved in each of the cases reviewed to those meetings.	Gives team clearer picture of events, adds to completeness of information on report form; facilitates prevention discussions.
Access to Records	Adequate records on each death are made available to the team for review.	Increases usefulness of aggregate CDR data. Makes it easier for teams to identify risk factors, move from findings to recommendations to action.
Dissemination of Findings	Findings and recommendations are disseminated to professionals, legislators, agencies, the public, etc.	Maximizes impact of the review process; reinforces members' commitment, fosters feeling of productivity and accomplishment.