**RHWP Subrecipient Agency Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GMIS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Use this template to create a plan to increase Culturally and Linguistically Appropriate Services (CLAS).**

* **Based on what was learned from the CLAS self-assessment, activities should be identified to improve the cultural competency of services in FY2023.**
* **Submit this form with initial application, mid-year, and final report to show accomplishments.**

This document is being submitted as: *(please check one)* **🞎 Initial Plan** (due with application) **🞎 Progress Report** (due 10/15/2022) **🞎 Final Report** (due 5/15/2023)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Objective** | **Activities** | **Person(s) Responsible** | **Begin/End Date** | **Evaluation** | **Accomplishments Mid-Year Report**  ***4/1/2022 – 9/30/2022*** | **Accomplishments**  **Final Report**  ***10/1/2022 – 3/31/2023*** |
| Standard #1: Understandable and Respectful Care |  |  |  |  |  |  |
| Standard #2: Diverse Staff and Leadership |  |  |  |  |  |  |
| Standard #3: Ongoing Education and Training  ***EXAMPLE*** | * Orient new staff members to cultural competence training * Develop orientation materials related to cultural competency * Encourage all staff to participate in cultural competence training | Administrative Staff  Clinical Staff | April 1, 2022 – March 31, 2023 | Staff participation in ongoing training and education will be accounted for in a database.  The percentage of staff who have participated in ongoing training will be assessed bi-monthly to monitor progress toward our objective. | The percentage of staff who have participated in ongoing training and education from 75% to 90%. | The percentage of staff who have participated in ongoing training and education from 90% to 100%. |
| Standard #4: Language Assistance Services |  |  |  |  |  |  |
| Standard #5: Right to Receive Language Assistance Services |  |  |  |  |  |  |
| Standard #6: Informing About Language Assistance |  |  |  |  |  |  |
| Standard #7: Competence of Language Assistance |  |  |  |  |  |  |
| Standard #8: Patient-Related Materials |  |  |  |  |  |  |
| Standard #9: Written Strategic Plan |  |  |  |  |  |  |
| Standard #10: Organizational Self-Assessment |  |  |  |  |  |  |
| Standard #11 Patient / Consumer Data |  |  |  |  |  |  |
| Standard #12: Community Profile |  |  |  |  |  |  |
| Standard #13: Community Partnerships |  |  |  |  |  |  |
| Standard #14: Conflict/Grievance Processes |  |  |  |  |  |  |
| Standard #15: Implementation of health equity action plan | * Describe tasks needed * Create SMART goals * Design and implement an evaluation plan. |  |  |  |  |  |