

## Worksheets to Assist in Process for De-Siloing Your Data

Agency Name:

Date:

Contact Person:

## Goal/purpose statement for de-siloing your data

- Include any connection to theory of change (for how clients make progress) and/or how they should support operational/program work and goals:

## List client data systems that contain information related to your goal

- We're going to ask you to dig into how important client information is from each system to the goal and in what way it is important:



Name of System/Software & Program(s) using it:	What info in this system is critical to your goal? - Categories of data might be: demographic info, income, HH total (or more details), address, program/service/intervention, outcome and/or assessment data	How do you need to use the information from the system? (see powerpoint for more info on these) - Reporting - Referral - Collaborative staff work in agency - Collaborative work with partners outside of agency	Prioritization:



## Program Data Interoperability – Programs

Use the chart below to record the interoperability requirements for <u>each of the programs</u> you plan to enter into your new data system.

To determine these requirements, you will answer the questions in the Interoperability Program Flowchart Slideshow, which will guide you through the decision-making process for how data will be used with each of your agency's programs.

You will use this tool multiple times – once for every one of your programs. Each slide will ask a question about a particular program. As you click on your answers, you will be taken to the next question in the process. You will then see the <u>result screen</u> for that program.

As you work through the questions for each program, record the results (with the Result #) for each program in the chart below. We will use this sheet in our discussion for program set-up and launch.

Program Name	Interoperability Results	Result #	Notes/Comments



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