

MEMORANDUM

To: Manhattan Community Board 3
From: Amy Yang, 2013-2014 NYC Community Planning Fellow
Date: November 7, 2013
RE: Healthcare Inventory Project Work Plan

//EXECUTIVE SUMMARY

2013-2014 NYC Community Planning Fellow, Amy Yang, has been tasked to evaluate the need for healthcare facilities within Manhattan Community Board 3. This work plan will outline the purpose and goals, project deliverables, approach, and timeline of the project. Susan Stetzer (CB3 District Manager), Juliana Dubovsky (CB3 Assistant District Manager), as well as Dominic Berg and Justin Carroll, (Co-Chairs of the Human Services Committee) were critical in shaping this project and work plan.

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//DEFINITIONS

Health: <A state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity> *World Health Organization, 1948*

Healthcare facility: <A physical space that supports the pursuit of health, especially pertaining to mental health, obesity, HIV/AIDS, primary care, urgent care clinics, and community health clinics>

Healthcare access: <The social, financial, and physical ability to pursue health>

Population need: <Deficits in health and the pursuit of health as experienced by residents>

Residents: <The population that lives in Community District 3>

//PROJECT DESCRIPTION

The project seeks to identify the current existing healthcare facilities within CB3, the current healthcare needs of the residents living within CB3, and, if necessary, the potential action steps to take to make sure the number and types of facilities match the population need.

//PURPOSE & GOALS

To update the inventory of healthcare facilities within CB3.
To determine the demand for certain types of healthcare facilities within CB3.
To evaluate CB if current facilities meet the current demand.
To identify potential solutions to meet the demand.

//DELIVERABLES

The final deliverable will be a report on the current healthcare environment and a proposed action plan to ensure that healthcare facilities meet the needs of the different neighborhoods within Community Board 3.

Interim deliverables will include:

1. presentation updates to the community board on the first Thursday of each month, and
2. Summary of Findings reports at the end of each phase.

//APPROACH

The project will be broken down into three phases:

1. Literature Review and Assessment
2. Healthcare Resource and Population Needs Analysis
3. Policy Review and Analysis

Phase One: Literature Review and Assessment

Compile existing data and research on healthcare facilities → facility inventory

Review existing data and research on population needs

Identify salient themes

If necessary, identify new data that needs to be collected for Phase Two

Determine if I can collect this data

If I can collect this data, outline methodology

Sources: U.S. Census, ACS, NYSDOH, NYCDOHMH, NYU

Deliverable: Summary of Findings, including updated facility inventory

Phase Two: Healthcare Resource and Population Needs Analysis

If necessary, collect data as determined by Phase One

Determine spatial relationship between healthcare resources and population needs

Survey development: personal geographies

Compare spatial analysis with personal geographies

Identify salient themes

Tools: ArcGIS, Caerus Geo

Deliverable: Summary of Findings, including supporting maps

Phase Three: Policy Review and Analysis

Research and compile city, state and national policy on healthcare accessibility

Compare with salient themes found in Phases One and Two

Identify gaps in policy

Sources: TBD

Deliverable: Summary of Findings, including policy recommendation(s)

Final Report

Summary and synthesis of literature review and assessment, healthcare resource and population needs analysis, and policy review and analysis, including limitations, future implications, and next steps.

//TIMELINE

PHASE ONE

- October: Literature Review and Assessment begins; topic overview
- November 1: Begin compilation of existing data and research on healthcare facilities
→ facility inventory
- November 7: Presentation of Work Plan
- December 1: Begin review of existing data and research on population needs
- December 5: Presentation of Progress on Literature Review and Assessment
- Dec 8-Dec 28: Continuation of Literature Review and Assessment
Will be out of the country during this time
- January 31: Summary of Findings: Literature Review and Assessment, including updated inventory of healthcare facilities within CB3**

PHASE TWO

- February 1: Begin analysis of spatial relationship between healthcare resources and population needs
Begin personal geography survey design with Caerus Geo
- February 6: Presentation of Literature Review and Assessment findings, updated inventory & steps forward
- March 1: Spatial analysis concludes and personal geography survey design finalized
- March 2: Begin personal geography survey implementation
- March 6: Presentation of spatial analysis findings & personal geography survey design
- March 31: Personal geographies survey concludes
- April 1: Begin comparison between spatial analysis and personal geographies
- April 3: Presentation on personal geographies survey findings
- April 30: Summary of Findings: Healthcare Resource and Population Needs Analysis, including supporting maps**

PHASE THREE

- May 1: Presentation of comparison between spatial analysis and personal geographies
- May: 2 Begin researching and compiling city, state and national policy on healthcare accessibility
- Late May: CPF Final Presentation
- May 29: Summary of Findings: Policy Review and Analysis**

FINAL REPORT

June 5: Presentation of final assessment and recommendations

June 14: Final Report Submitted to Community Board 3