

<State Name> SDY Registry Work Plan Template

Goals	Objectives	Activity to Reduce Barrier	Steps to Accomplish Activity	Status Update
IDENTIFY				
Identify all resident SDY cases for autopsy protocol within 24 hours	Find 100% of all resident SDY cases (case ascertainment)			
Identify all SDY cases for child death review within 30 days of death	Identify SDY Cases within 24 hours of death (timeliness)			
Identify all SDY cases for child death review within 30 days of death	Find 100% of all resident SDY cases (case ascertainment)			
Identify all SDY cases for child death review within 30 days of death	Identify SDY Cases within 30 days of death (timeliness)			
CONSENT AND BIOREPOSITORY				
Obtain consent on all SDY cases	Completed consent form from family of 100% of cases			
	Obtain consent in a timely manner determined by your state's process			
Send samples to the biorepository	Send 100% of SDY case samples to the biorepository			

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	Send all samples to the biorepository within one week.			
REVIEW				
Review all SDY cases for child death review within 90 days of identification	Have <i>all</i> data sources available for the review (data completeness)			
	Have data available for review within 90 days of identification (timeliness)			
Review all SDY cases for advanced review within 90 days of review by the child death review team	Have <i>all</i> data sources available for the review (data completeness)			
	Have data available for review within 90 days of identification (timeliness)			
ENTER				
Enter all SDY case information within 30 days of review	All SDY case information is entered (data completeness)			
	Enter <i>all</i> data within 30 days of review (timeliness)			
CLEAN				

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Clean all SDY cases within 120 days of data entry	‘Clean’ <i>all</i> SDY cases (data completeness)				
		Clean cases within 120 days of data entry (timeliness)			
ANALYZE					
Analyze SDY Data quarterly	Analyze your data for internal audiences				
	Analyze your data for external audiences				
DISSEMINATE					
Disseminate data	To internal audiences (QA)				
	To external audiences				
PREVENT					
Prevent SDY deaths	Use SDY data to improve investigations, including death scene investigation				

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	and autopsy protocols and CDR Process and Systems			
	Use SDY data to inform prevention strategies to prevent similar deaths			