



Instructions for Setting your *Healthy Together* Program Schedule

1. Determine how many cohorts of patients you have.
 - Consider your total number of participating patients:
 - 12-16 patients = 1 cohort
 - 24-30 patients = 2 cohorts
 - No cohort should start with fewer than 12 participants

2. For each cohort, determine the day of the week and time of day the session will occur.
 - Each curriculum group session will be approximately 60-75 minutes in length. The curriculum sessions are about 60 minutes of coaching (including recorded coaching from ADCES and live coaching from the health center lifestyle coach), plus about 15 minutes of pre-session activity (weighing in, checking food and activity logs).
 - E.g., for 1 cohort: Monday at 3-4:15 pm
 - E.g., for 2 cohorts: Monday at 3-4:25 pm and Thursday at 2-3:15pm
 - Curriculum group sessions will be held weekly April-July, and monthly August-March.
 - For monthly curriculum group sessions, health center can determine which week of the month they occur. (e.g., the first Monday of the month).
 - Ensure the Lifestyle Coach blocks session days/times on their calendar.
 - Virtual sessions will be supplemented by in-person connections at key points in the program to ensure engagement and provide patients with Patient Care Kit Tools (see below schedule). In-person sessions offer an opportunity for patients to receive in-person instruction in use of the tools, and accompanying education, as well as to connect with other patients in the cohort. If COVID conditions prevent a full cohort from meeting in-person together at these minimum touchpoints (e.g., gathering a group of approximately 12 patients together at one time), the Lifestyle Coach could consider staggering patient arrivals/departures for this in-person session or breaking up into smaller groups.
 - Curriculum group sessions will be held virtually Zoom.

Curriculum Session and Patient Care Kit Tool Distribution Schedule:

Session	
0	Month of March: Patient completes individual, in-person Start Up Visit
	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: scale, measuring tape, glucometer kit and testing strips (only patients diagnosed with Diabetes) and is trained to use them
1	Week of April 4: Patient attends virtual group curriculum session
2	Week of April 11: Patient attends in-person group curriculum session

	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: MyPlate, pill organizer , and is trained to use them
3	Week of April 18: Patient attends virtual group curriculum session
4	Week of April 25: Patient attends virtual group curriculum session
5	Week of May 2: Patient attends virtual group curriculum session
6	Week of May 9: Patient attends virtual group curriculum session
7	Week of May 16: Patient attends virtual group curriculum session
8	Week of May 23: Patient attends virtual group curriculum session
9	Week of May 30: Patient attends virtual group curriculum session
10	Week of June 6: Patient attends in-person group curriculum session
	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: thermometer , and is trained to use them
11	Week of June 13: Patient attends virtual group curriculum session
12	Week of June 20: Patient attends virtual group curriculum session
13	Week of June 27: Patient attends virtual group curriculum session
14	Week of July 11: Patient attends virtual group curriculum session
15	Week of July 18: Patient attends virtual group curriculum session
16	Week of July 25: Patient attends in-person group curriculum session
	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: pulse oximeter , and is trained to use them
17	Month of August: Patient attends virtual group curriculum session
18	Month of September: Patient attends in-person group curriculum session
	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: blood pressure monitor , and is trained to use them
19	Month of October: Patient attends virtual group curriculum session
20	Month of November: Patient attends in-person group curriculum session
	Patient is provided with Patient Care Kit tools and accompanying instruction sheets: TBD item based on Lifestyle Coach input , and is trained to use them
21	Month of December: Patient attends virtual group curriculum session
22	Month of January: Patient attends virtual group curriculum session
23	Month of February: Patient attends virtual group curriculum session
24	Month of March: Patient attends in-person group curriculum session
	Patient completes post-program screening questionnaire and is provided with Patient Care Kit tools and accompanying instruction sheets: TBD item to celebrate patient's success , and is trained to use them