RCORP Data Sharing CoP Charter

(Revised January 2023)

Audience

The RCORP Data Sharing Community of Practice invites data liaisons from community partners and other community stakeholders to contribute to local SUD/OUD data collection and to access local data which will be stored in a data repository supported by Afia Health Analytics, Inc. and linked to the [Wilson County Substance Prevention Coalition](#)'s website.

Goal of the CoP

The purpose of the RCORP Data Sharing CoP is to engage data liaisons from a wide range of community partners (you) to develop processes for enhanced tracking of county level data for substance use disorders and opioid use disorders (SUD/OUD), data analysis, and recommendations that lead to data-informed community-based SUD/OUD initiatives. Data liaisons agree to share SUD/OUD data that support WCSPC initiatives. All data liaisons and stakeholders will have access to this local data to use.

When and Where

The Data Sharing CoP will meet for up to one hour virtually as needed at least quarterly for the first year, biannually the second year and as needed the third year.

2020-21 Dates are:
Oct. 19 Kickoff
Oct. 27 (Make up)
Dec. 8
Feb. 9
May 13
August 12

2021-22 Dates
March 28
Aug 29

2022-23 Dates
Meet as needed

Participant Expectations

Members shall contribute to the data collection process. Members shall share best practices to make the data collection process go smoothly.
The coalition staff and/or their consultants will be responsible for updating subawardee data into PIMS as required by HRSA.
When local data is updated monthly, then the data will be consolidated and entered into the PIMS worksheet.
The Afia data portal will be stronger if data is updated monthly.
Members shall agree on the types of data shared on Afia. Members will work to grow the CoP and sustain it for at least three years or longer as funds are available.

Group Norms

Members are expected to participate on a consistent basis. If a member cannot be present, then the secondary contact is expected to attend.
Members shall refrain from sharing anyone's personal information without permission.
Members shall respect everyone's ideas

People & Communications

Members will communicate via email, phone, text and/or Google groups.

Resources & Support

- Shared CoP Folder in GoogleDocs (call notes, contact list, data spreadsheets, agendas)
- Zoom
- Afia Analytics
- Google Suite/Microsoft Office
- Google Forms/Survey Monkey
- Website (public documents)
- Resources (e.g. curated materials like toolkits, articles, research)
- Consultation/Technical Assistance (e.g. access to subject matter experts to join topic specific discussions, connection to policy experts)