

Circle Of Life: Cancer Education and Wellness

for American Indian and Alaska Native Communities

Appendix D: Circle Of Life Preparation Checklist

Done?	Who's Involved?	Person Responsible	Notes
Elders and Community Leaders			
	Speak with elders and community leaders about the event/meeting.		
	Fulfill requested guidelines.		
Participants			
	Make a list of whom to invite.		
	Find out about their needs.		
Coordination			
	Determine everyone's responsibilities.		
	Confirm whom will coordinate before, during, and after the meeting.		
	Make a list of possible volunteers.		
Speakers/Presenters			
	Make a list of possible speakers to present one or more modules.		

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Done?	Who's Coming?	Person Responsible	Notes
Invitations			
	Invite people to attend: invitations, fliers, word of mouth, etc.		
	Invite speakers/ presenters and volunteers.		
	Call participants, speakers, and volunteers to welcome them.		
Done?	What Will Work Best?	Person Responsible	Notes
Type of Event			
	Choose the type of event that would be best for participants.		
	Choose the modules that will be shared.		

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Done?	Where Will the Event Be Held?	Person Responsible	Notes
Location			
	Arrange a place to hold the meeting or event.		
	Review rules and regulations for meeting space.		
	Visit the meeting place to make sure it is what is needed.		
Equipment			
	Arrange for tables and chairs to be provided.		
	Arrange for needed equipment: projector, screen, etc.		
Transportation			
	Find public transportation options.		
	Make arrangements for transportation if needed.		

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Done?	When Will the Event Be Held?	Person Responsible	Notes
Timing			
	Find the best date for the event of meeting.		
	Determine the best time of day for the event.		
	Arrange child care if needed.		
Done?	Other Details?	Person Responsible	Notes
Engagement			
	Determine what cultural activities will be used.		
	Purchase supplies for event.		
	Provide print materials.		

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Appendix F: Circle Of Life Information Sharing Agreement

The Circle Of Life initiative is a health promotion and disease prevention educational curriculum designed to help Indian Community Health Representatives educate community members about healthy habits, cancer screenings, cancer treatment, and what to expect during a cancer journey.

The Circle Of Life initiative was developed by the American Cancer Society in partnership with and input from an American Indian and Alaska Native advisory group. The Society is honored that select tribes and tribal organizations nationwide have agreed to help test the Circle Of Life activities and resources by using the educational activities and resources and sharing feedback and summary information. This information will be used to make improvements to the Circle Of Life activities and resources and to share the successes of the initiative to make the Circle Of Life initiative available to additional American Indian and Alaska Native communities nationwide.

In order to demonstrate that the Circle Of Life activities and resources are meeting the cancer education needs of American Indian and Alaska Native communities, the Society requests that each tribe/tribal organization helping to test the Circle Of Life initiative collects basic information on the following:

- The number of people participating in Circle Of Life educational activities
- The age, tribal affiliation, and gender of participants
- The change in awareness and knowledge of various cancer issues (e.g., how to reduce one's risk from cancer, cancer screening guidelines, basic cancer treatments and how to cope with a cancer journey)
- The overall satisfaction with the Circle Of Life educational activity

Each Circle Of Life educational activity has a pre- and post-knowledge assessment, an overall assessment of satisfaction, and a few questions to collect information about the participants' ages and genders. The information will not be used for clinical or research purposes. The information summary will be used to measure the impact that the Circle Of Life program has had on American Indian and Alaska Native communities' awareness and knowledge of cancer information and resources, to improve the activities and resources provided within the Circle

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Of Life initiative, and to share success stories with other native communities interested in using the Circle Of Life to provide cancer education.

If you have any questions or concerns please feel free to email us at circleoflife@cancer.org or call Octavia Vogel at 404-329-5735.

By signing this Information Sharing Agreement, I agree to share the summary information described above with the American Cancer Society Circle Of Life program staff for the purpose of enriching the Circle Of Life educational activities and resources and broadening the wisdom used to deliver cancer education to American Indian and Alaska Native communities nationwide.

Name of Tribe or Tribal Organization Concurring with This Agreement (please print): _____

Name of Circle Of Life Educator (please print): _____

Signature of Circle Of Life Educator: _____

Date: _____

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Appendix E: Sample Evaluations: Evaluating An Educational Activity

Please take a moment to answer the following questions. For each of the sentences, please place an X in the box that best describes how you feel.

	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
1. I know more cancer than I did before today.					
2. I know what cancer screening tests I need to have and how often I need to have them.					
3. I know what I can do to reduce my risk of getting cancer.					
4. I understand basic information about the common types of cancer and cancer treatment.					
5. I know where to go if I need additional information about cancer or to find cancer resources in my area.					
6. I feel comfortable sharing cancer information with my family and friends.					
7. I feel more comfortable talking with my health care provider about cancer.					
8. I know some things that I can do in my community to reduce cancer risk.					

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	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
9. I would recommend that my family and friends attend an educational activity to learn more about cancer.					
10. This activity has convinced me to get regular cancer screenings.					

Please check the box next to the answer that best describes how you feel about this activity.

a. Length of the activity

- Too short About right Too long

b. Amount of information covered today

- Too short About right Too long

c. Amount of time allowed for discussion

- Too short About right Too long

If you have any additional comments about how to improve this activity or other activities that you would like to see, please write them below.

