



Department
of Health

Ohio Physical Activity and Nutrition Assessment (OH-PANA)

Quick Start Guide and Frequently Asked Questions

What is the Ohio Physical Activity and Nutrition Assessment (OH-PANA)?

The Ohio Department of Health (ODH) contracted with Professional Data Analysts (PDA) to create an Ohio-specific assessment tool that measures nutrition, physical activity, and related environments, practices, and policies in early care and education (ECE) and school-age child care settings. It is designed to be completed by family child care professionals and administrators of ECE centers and school age child care programs (such as before/after school programs) across the state.

When do I need to complete the assessment?

Any ECE or other child care professional in the state may choose to complete the assessment. For programs participating in Ohio Healthy Programs, you **must** complete the assessment at the following times:

1. When you are ready to submit your initial application
2. When you are ready to submit your renewal application (every two years)

Programs that are not working toward Ohio Healthy Programs designation can take the assessment whenever and as often as they'd like.

All programs are encouraged to take the assessment annually to track progress in meeting goals over time.

How do I prepare for the assessment?

The assessment asks you to **describe** your program's current practices and policies related to nutrition and physical activity. It then offers the option for you to **set goals** for practices you would like to work on in the coming year, and **select resources and supports** you need to help you work on these practices. For programs completing the assessment before submitting their first Ohio Healthy Programs designation application, you will also be asked to describe your program's practices BEFORE you started Ohio Healthy Programs training. You may need to talk to other program staff, such as lead teachers or menu planners, in order to answer some of the questions. You may also want to have your program policies, parent handbook, or menus on hand while you are completing the assessment.

How do I complete the assessment?

The assessment is completed online. A link to the online form is available here:

www.odh.ohio.gov/earlychildhood

Can I save my work and return later?

Yes. If you begin the assessment and want to return later to finish, you can click the button at the bottom of the page that says, "Save and Return Later." You will be asked to enter an email address where a unique link to access your assessment will be sent. To regain access to your partially completed assessment, follow the link included in the email. If you lose your unique link, contact ODHEarlyChildhoodHealth@odh.ohio.gov.

What happens after I submit the assessment?

You will receive a confirmation email that your responses have been received. PDA will also create an individualized summary report based on your responses. Note that all questions about your program's practices (Part 1) are required in order to receive your summary report. Look for an email with a PDF attachment from odh.earlychildhood@pdastats.com. **You will be asked to upload a copy of this report with your Ohio Healthy Programs designation or renewal application.**

Please note: The initial designation application will ask you to upload **one report**: from the assessment you took after you completed all other requirements for Ohio Healthy Programs designation. The renewal application will ask you to upload the **most recent report**, which should be completed within 60 days of your renewal date.

ODH encourages you to review your responses with your technical assistance provider to develop action plans for working on the practices you selected in the goal setting section. If you do not have a technical assistance provider, there is a question on the form that allows you to request that ODH connect you with a technical assistance provider in your area.

How will ODH use the results of the assessment?

ODH will use the results of the assessment in three ways:

1. To inform development of technical assistance approaches for Ohio Healthy Programs
2. To monitor nutrition and physical activity practices and policies of Ohio Healthy-designated programs
3. To evaluate changes over time in adherence to best practice standards for nutrition and physical activity among Ohio Healthy-designated programs

ODH will not use the results for any licensing or compliance monitoring, and your responses will not affect your Ohio Healthy Programs application or designation status.

I have a question not included in this guide.

If you have an Ohio Healthy Programs technical assistance provider, ODH recommends that you contact them first. If you do not have a technical assistance provider or you need additional support, please ODHEarlyChildhoodHealth@odh.ohio.gov.