



TA  
Newsletter

## Featured Article: Activity Review in PBPS

### Feeling 'Rejected?' It's nothing personal!



OMNI TAs are regularly reviewing all activities recorded in the Implement Channel in PBPS. This important process will help ensure strong data quality that CSBs, DBHDS, and OMNI can rely on to accurately convey the impact CSBs are making in their communities.

During the review process, some activities will be approved and some will be 'rejected'. Approved activities will have a little green check mark next to them in the Implement Channel, while activities that were not approved will have a 'rejected' stamp. You can see the reason the activity was rejected on your home dashboard, or by running the "Rejected Activities" report in the Evaluate Channel.

Common reasons activities are rejected include:

- Incorrect demographics, such as recording 3 when 150 lock boxes were distributed
- All demographics are entered as "Unknown"
- An individual activity was recorded that should be part of a cohort or campaign
- Recording an activity that does not include implementing the activity, such as planning or prep time, or recording a snow day
- Recording different demographics under multiple activities for the same cohort

Please review the message included with the rejection for guidance on the specific issue detected and next steps for revising the issue.

If you have questions at any time, please reach out to the OMNI TA Team!

### News you can use...



#### *Did you know...*

#### **CPG made recent updates in PBPS**

New CSAP Sub-strategies available:

- 26 - *Recreation activities for Alternatives*
- 42 - *Systematic planning for Community Action*
- 32 - *Student assistance programs for Problem ID & Referral*

New Strategies available:

- *ACEs Training*

- *Lock and Talk*

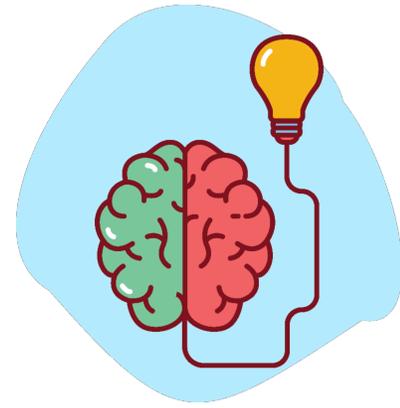
If you were waiting for one of these Sub-Strategies or Strategies, make sure to update these in the Plan Channel. Then, contact the OMNI TA Team to **review** and **approve** these changes. **When approved**, you will need to update these changes in all previously recorded activities in the Implement Channel.

**Make sure all your Lock and Talk activities have the correct Strategy** selection to make it easier to pull one report to see *all* Lock and Talk activities. Even though each type of lethal means restriction device will be recorded separately, you will be able to see the impact of your overall Lock and Talk efforts.

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## Bright ideas to make your job easier...

- **Avoid making any revisions once strategies in the Plan Channel are approved.** This will ensure things are being recorded correctly and prevent extra work making revisions with recorded activities later.
- Consider using the **Downloadable Demographics Calculator** and **Tip Sheet** when revising rejected activities.
- **Consult with the OMNI TA Team** when entering activities in the Implement Channel if you would like assistance.



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### Quick Links

- [OMNI Support email](#)
- [Virginia Prevention Works Portal](#)
- [Virginia Social Indicator Dashboard](#)
- [CPG's PBPS](#)
- [BG/OPT-R Master Data Entry Plan](#)
- [Data Entry Guidelines](#)
- [Demographics Calculator](#)

### Timelines and Important Dates

- Spring 2019: TA Training Webinar on Data Visualization