# Worksheet 4: Prioritizing Focus Areas

Well-being committee members will likely have many focus areas they want to prioritize. This process is designed to help the group decide which area(s) to focus on and/or include in their common agenda.

First, make a list of all the topic areas on the table. Then, working as a group, copy and complete this sheet for each issue you are considering. Use the information to help narrow down your target area(s).

**Focus Area:**

**Current initiatives or strategies addressing issue on campus:**

**Population(s) affected:**

**Seriousness/urgency and relevance to student success and work performance:**

**Prevalence/frequency/incidence:**

**Available data sources (SWOT analysis, incident reports, surveys, etc.):**

**Possible strategies (policy, systems change, environmental, communications and media, program, and service delivery, etc.):**

**Barriers or challenges:**

**Community benefits if addressed (personal, academic, community impact, economic):**

**Consequences if not addressed:**

**Adapted from material in the public domain:**U.S. Department of Health and Human Services, Office of Disease Prevention and Health Promotion. (n.d.). Healthy People 2020 Program Planning Tools. Retrieved June 2012, from http://www.healthypeople.gov.

**Original source:**  
Public Health Foundation, under contract with the Office of Disease Prevention and Health Promotion, Office of Public Health and Science, U.S. Department of Health and Human Services*.* (2002, February). *Healthy People 2010 Toolkit: A Field Guide to Health Planning* (pp. 74-75). Washington, DC: Public Health Foundation.

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