

# How To Use This Toolkit

The Climate Resilience for Frontline Clinics Toolkit includes a wide variety of resources for several different hazards. There is more material here than anyone has time to read in one sitting. The following suggestions may help you make the best use of these resources. These suggestions are based on feedback, focus groups, and interviews with frontline clinic staff that implemented earlier versions of these toolkit materials.

## Designate a weather resilience lead

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Designate one person at your facility as a weather resilience lead. This person can:

- Take the time to review these documents in detail.
- Identify which materials will be most useful to colleagues in different parts of the organization.
- Track imminent weather threats.
- Sign up for and receive alerts from various systems, if desired.

See **Critical Roles and Responsibilities** for more details.

## Identify your clinical engagement strategy

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Set up a meeting with members of your healthcare team to determine how you would like to use the clinical and patient facing resources at your facility. Frontline clinics that participated in the development of these resources use them in several different ways, including the following:

- Educating clinicians on the impacts of climate hazards and approaches they can use when counseling patients.
- Making sure printouts of patient facing materials are easily accessible alongside other counseling materials that are used in the clinic.
- Adding patient facing materials to electronic after-visit summary documents so that it is easy to distribute these materials along with other parts of the after-visit summary.
- Printing out patient-facing materials and leaving them in a prominent location in the waiting room.
- Conducting education sessions on the contents of this toolkit for staff, administrators, or patients.
- Assign a specific member of the healthcare team to ask patients about relevant hazards and provide educational materials. This could include roles such as nurses, doctors, social workers, pharmacists, community health workers, and others.

## Tailor these resources to the needs of your institution

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In some cases, it may be desirable to modify details in these toolkit resources to meet specific needs at your organization or to reflect your local situation. Examples of this could include:

- Adding more detailed information about how to reach local authorities.

- Providing information about specific city, county, or state level resources.
- Providing information about specific policies and practices at your institution.
- Providing information about resources in your community, such as how to find cooling centers available in your city or town.

The easiest way to do this is to modify the provided **Documentation Templates**, which you can import into after-visit summaries for your patients.

Alternatively, you may find it helpful to make a separate flyer with a list of local resources and phone numbers to accompany the materials from this toolkit.

## **Integrate resources into your electronic health record system**

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You may find it helpful to integrate resources into your electronic health record system.

- You are welcome to include the attached PDFs and content in after-visit summaries, or to link to them from internal institutional reference documents or databases.
- We have provided a set of documentation templates that you can easily import into your electronic health record system.
- If you need more advanced integration support, such as creating templates of these materials within your electronic health record system, we may be able to help provide the content in a compatible format. Please contact our team for more information.

## **Share your experience and ideas**

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Many of the clinics that helped develop these materials found it helpful to share ideas and learn from each other about how they used the toolkit resources. If you have insights or experiences to share, please contact our team. In some cases, your contributions may be shared with other clinics or healthcare workers, with credit to you and your institution if desired. Examples of what you might share include:

- A description of how you have been using a specific resource in the toolkit.
- An anecdote about a climate hazard that you have dealt with successfully.

## **Conduct periodic reassessments**

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It may be beneficial to periodically reassess your climate resilience activities. Consider doing this:

- Annually in late fall, after the risk of climate hazards has decreased.
- After specific climate-related events, such as a hurricane or heatwaves, to review and learn from the experience.

