

Dissemination Overview

Trainings can only be successful when attendees are engaged and can apply the training to their daily activities. To identify and solicit attendees, we have outlined some key strategies to help you disseminate your training.

Promoting Your Training

Use the template below to make sure promotional materials for your training include the right information. We have included an example on the next page that can be repurposed as well.

Who: Providers, pharmacists, nurses, clinic staff, leadership, etc.

- Look both within and beyond your specific clinic, and consider other clinics at your Military Treatment Facility (MTF) that could benefit from the training (e.g., dental, pain management, rehabilitation, surgery)

What: Training to help your clinic staff identify patients that are at high-risk for an overdose and discuss opioid safety and the need for naloxone

When: A one-time training

Where: In person and via conference call for remote participants

How: Consider which communication strategies are most used at your MTF. Some suggestions include:

- *Listservs:* Target popular email listservs for relevant clinics
- *Flyers:* Consider using the email flyer to the right as a template. It can be distributed over email, internal SharePoint websites, and physically
- *Weekly Touchpoints:* Use weekly rounds or meetings for clinic staff as an opportunity to promote the training and make sure to be available for any questions in person
- *Email Series:* Send out emails using the text prepared on page 3. Include an email with the initial invite, a reminder the week of the training, and a follow-up after the training soliciting feedback.

Example Promotional Flyer



 health.mil/opioidsafety

[DATE]:

Opioid Overdose Education & Naloxone Distribution Training

The most effective solutions to battling the opioid epidemic happen in the clinic.

We'll be at [MTF NAME] on [DATE] to devote a training session intended to arm providers and pharmacists with the new rules and best tools for prescribing naloxone.

[Insert relevant statistics]



- XX% of patients prescribed opioids are considered at an "elevated-risk" of overdosing
- Of those patients, XX% were co-prescribed naloxone the past year

The Training Details:

Who: Open to [MTF NAME] providers and clinical pharmacists

What: Opioid & Naloxone training program by the Defense and Veterans Center for Integrative Pain Management (DVCIPM)

When & Where: [DATE] from [TIME] in the [LOCATION] Conference Room. Dial-in information is:

ENTER Conference ID: xxxx# Access Code: xxxx#

What you'll be learning

The OEND training is an interactive session that will help you:

- Identify patients that are at high-risk for overdose and may need naloxone
- Have easier conversations with patients about why they need naloxone
- Share tools, tips, ideas and experiences with other clinicians
- Download easy-to-use resources such as quick reference guides and checklists

RSVPs and Questions can be sent to [Training Point of Contact]: [\[Email Address\]](#)

E-mail Templates

Initial Invitation

Good Morning,

As part of an exciting new initiative, we will be hosting a training, “Opioid Overdose Education and Naloxone Distribution (OEND)” on [Date/Time]. This training will highlight what you need to know about how to identify patients that are at an elevated risk for an overdose and the latest in naloxone prescribing practices.

For more information, see the flyer attached or contact [Point of Contact].

We look forward to your participation in this session, thank you!

Reminder

Good Morning,

Attached are the materials that will be used during today's Opioid Overdose Education and Naloxone Distribution (OEND) session. Online participants, please complete the pre-assessment survey: [\[Link\]](#)

- Attached materials include:
 1. OEND Training Deck
 2. OEND Quick Reference Guide
 3. Opioid Registry Access Instructions
 4. “Save A Life: How to Prevent Opioid Poisoning Deaths” Patient Flyer
 5. Checklist

We look forward to your participation in this session, thank you.

Follow-Up

ALCON,

Thank you for attending the Opioid Overdose Education and Naloxone Distribution (OEND) training session on [Date].

In order to continue to assess the impact of this session, we are asking you to complete a three-month follow-up survey that will take approximately five minutes. Your input will provide us with critical feedback that will serve to inform and improve trainings for (prescribers/pharmacists) in the future.

Link to survey: _____

Please email [Point of Contact] for any additional questions or concerns.

Thank you for taking the time to fill out this survey!