JSNA Topic Specific Needs Assessment Request Form

This form is to be completed by anyone requesting a topic specific needs assessment. The Population Health Hub (JSNA) Steering Group will review the form at the next monthly meeting, before any work commences.   
  
Upcoming needs assessments can be programmed up to 1 year in advance, so please submit requests at the earliest opportunity. The usual timescales for completing a needs assessment are as follows (not including primary data collection, such as focus groups and surveys):

Rapid Assessment: 2-3 months  
Detailed Assessment: 6 months

**What is a Health Needs Assessment (HNA)?**

A HNA is a systematic approach to understanding the needs of a population. The assessment can be used as part of the commissioning process so that the most effective support for those in the greatest need can be planned and delivered. A health needs assessment provides an opportunity to improve outcomes where a population may be a group with a specific health need, demographic characteristic or geographical community. It is a holistic assessment considering social, economic, cultural and behavioural factors that influence health.

Topic title: Click or tap here to enter text.

Topic focus: Click or tap here to enter text.

Name of person requesting: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Phone number: Click or tap here to enter text.

Please provide a brief summary of what is requested, and why (max 200 words):

Click or tap here to enter text.

Key stakeholders / contributors:

Click or tap here to enter text.

Data Requirements:

Click or tap here to enter text.

Public or patient engagement (is this required, is there an opportunity to do this, are there existing service user groups):

Click or tap here to enter text.

Reason for request (select all that apply):

Part of commissioning cycle  Service improvement

To support a funding bid  To launch/refresh a strategy

Identified inequality  Board request

Other (please detail) Click or tap here to enter text.

Type of output requested:

Rapid (3-5 pages)  Detailed (5-20 pages)

Other (please detail) Click or tap here to enter text.

Date required (noting timescales above): Click or tap to enter a date.

Please save the competed form and return to [healthandwellbeing@york.gov.uk](mailto:healthandwellbeing@york.gov.uk) or post to:

Public Health – JSNA, City of York Council, West Offices, York, YO1 6GA