

*Asthma
Speaker's
Kit*

Take
Control
of **Asthma**

Asthma Program
Indiana State Department of Health



Mitchell E. Daniels, Jr.
Governor

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State Health Commissioner

Indiana State Department of Health

An Equal Opportunity Employer

December 29, 2006

Asthma is the most common chronic disease among children in Indiana. It is a serious and costly disease, causing a financial burden of \$278,230,000 each year in our state. It is estimated that 389,500 Hoosier adults and 150,400 children suffer from asthma. The good news is, asthma can be controlled.

Asthma does not have to restrict activities, disrupt family and caregiver routine, and/or cause loss of sleep. Individuals with asthma can minimize the impact of this disease through C-O-N-T-R-O-L: Care for yourself, Own and use an asthma action plan, Note peak flow numbers, Take medicine(s), Reduce exposure to triggers, Open airways, and Live healthy.

Education and awareness are key to helping Hoosiers control their asthma and live healthier, more productive lives. To help in this effort, the Indiana State Department of Health (ISDH) Asthma Program has developed the enclosed "Asthma Speaker's Kit." We hope that volunteers, especially those in rural communities, can use this kit to educate individuals with asthma, their family, and their caregivers about C-O-N-T-R-O-L.

Please contact the Asthma Program at (317) 233-1325 with questions and comments. Included in the kit are two surveys: one for presenters and one for the attendees. We ask that you ensure that these are filled out and returned to the Asthma Program at the ISDH. Your feedback will help us to continue to improve the kit.

Thank you for helping us make a difference in the quality of life for everyone affected by asthma.

For a Healthier Tomorrow,

JUDITH A. MONROE, M.D.
STATE HEALTH COMMISSIONER

Epidemiology Resource Center
2525 N. Shadeland Ave. Suite E3, Indianapolis, IN 46219
317.356.7190 ext. 253

Laboratories
635 North Barhill Dr. Room 2031, Indianapolis, IN 46202
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2525 N. Shadeland Ave. Suite D3, Indianapolis, IN 46219
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Introduction

Congratulations for bringing this presentation to your community. The Indiana State Department of Health Asthma Program's "Asthma Speaker's Kit" allows you to share information about asthma. This kit includes all the required information needed to present the information to your community: "Take CONTROL of Asthma" PowerPoint presentation slides, helpful tips on preparing and giving your presentation, suggested discussion guidelines, resources, and evaluation tools.

"Take CONTROL of Asthma:"

1. Welcome and Introductions
2. Asthma 101
3. Exercise-Induced Asthma
4. Cost of Asthma
5. Importance of Learning about Asthma
6. Asthma Management: Take CONTROL of Asthma!
7. Frequently Asked Questions and Answers
8. Resources
9. Conclusion

Presentation Length:

"Take CONTROL of Asthma" is designed to be one and a half hours. The length of the presentation may be affected by the number of participants, knowledge and experience of the participants, your experience as an instructor, and the amount of discussion.

Learning Objectives:

After attending this presentation, the participant should be able to:

1. Define asthma.
2. List the C-O-N-T-R-O-L of "Take CONTROL of Asthma."
3. Know what an asthma action plan, and how to use it.
4. Know what a peak flow diary is, and how to use it.
5. Describe the difference between long-term medicine and fast-acting medicine.
6. Know triggers of asthma.
7. Know methods for reducing exposure to triggers that may cause an asthma attack.
8. Know laws and how they help someone with asthma.

Preparation:

Before giving the presentation, look over the PowerPoint slides to familiarize yourself with the information. The talking points provided serve as a guide for you to follow or you can use it word for word.

Presentation Checklist

Getting Prepared:

- ✓ Confirm the date and time of your presentation. Ask for a name and phone number of person who will greet you.
- ✓ Make sure the room has the necessary equipment such as computer with PowerPoint, LCD projector and screen, and microphone.
- ✓ Know your audience, including how many, who are they and what are their interests.
- ✓ Review the presentation and make any changes in the script that will make it sound more like you, and works best for your audience.
- ✓ Practice giving the presentation at least once.
- ✓ Be prepared to present without your visuals just in case the equipment malfunctions.

Tips for Success:

- ✓ Know the room. Arrive early, walk around the room and practice using the computer, microphone and any visual aids.
- ✓ Relax. Try doing simple exercises to relieve stress.
- ✓ Greet some of the audience as they arrive, because speaking to a group of friends is easier than speaking to a group of strangers.
- ✓ Ask people to sign in with their names and contact information (address and phone number), so you may follow up.
- ✓ Speak clearly and not too quickly. This will help your audience understand the information.
- ✓ Be personal. Try to relate to your audience by sharing an anecdote.
- ✓ If you mess up, don't stop to apologize. Stopping the presentation to apologize will just bring more attention to a slip up that your audience may very well not have noticed.
- ✓ Be brief. Get right to the point.
- ✓ Take and respond to questions to the best of your ability. If you cannot answer a question, let the individual know you will follow up with him.
- ✓ Thank the contact person and organization for their assistance and opportunity to share the information.

Ice Breaker Activities

Animal Friends:

Before your presentation, write the names of two to six animals on separate pieces of paper for each. Write the names of these animals five to 10 more times on separate pieces of paper. Before your presentation, give each attendee a piece of paper, and instruct them to find people in the room who have the same animal, without talking. Tell them they may make the animal sound or jester. Once they find the others with the same animal, have them introduce themselves to each other.

Feeling of an Asthma Attack:

Distribute coffee stir straws to each attendee who does not have asthma. Have the attendees who do not have asthma place their straw in their mouth, and ask them to exhale and inhale through the straw a few times. Then ask those who participated to say their name then describe how they felt breathing through the straw. Following, have those with asthma state their name and how they feel during asthma attacks. Then explain that an asthma attack feels like breathing through a coffee stir straw.

Discussion Tips

We recommend that while using the “Asthma Speaker’s Kit” you:

- Do not give medical advice.
- Do not discuss specific medications, including adjustments or changes to medications. Refer all questions about medication doses to healthcare providers or pharmacists.
- Do not assist with proper technique of inhalers. Only health care providers, certified asthma educators, and pharmacists should teach the patient proper technique.
- Assist people with reading their prescription labels – what to take, when to take it and how to take it. However, you should only reinforce the information provided on the person’s prescription label.
- Do not discuss diagnostic results. Instead, refer the person to a health care provider.

Giving medical advice without knowing the patient’s medical history or physical condition and having extensive medical knowledge may cause great medical harm. These things should be discussed with the patient’s health care provider, certified asthma educator or pharmacist.

Resources

Many programs provide free asthma educational tools. This “Asthma Speaker’s Kit” provides you with some of these tools. This kit includes:

- CDs of “Breatheasyville”
- “Common Asthma Triggers and Ways to Avoid Them” in English and Spanish
- “SmogWatch” brochure in English and Spanish
- Indiana Family Helpline brochure in English and Spanish

You may reproduce and distribute these tools at your presentation.

Evaluation Tools

Please take a moment to evaluate the “Asthma Speaker’s Kit.” There are two surveys titled: “What do you think? Presenter Feedback” and “What do you think? Audience Feedback.”

The surveys, which can be found on the following pages, will help the Asthma Program at the Indiana State Department of Health (ISDH) improve the content of the kit and develop additional asthma materials and interventions. Your assistance in getting the surveys filled out is appreciated. The surveys should take you and the audience members less than five minutes to fill out.

We ask that you mail or fax the surveys to the ISDH Asthma Program at the following:

Indiana State Department of Health
Chronic Disease/Asthma Program
2 North Meridian Street, 6B
Indianapolis, IN 46204

Fax number:
(317) 233-7805

Thank you for completing and returning the surveys!

What Do You Think? Presenter Feedback

Please complete the one page, and return it to the Indiana State Department of Health Asthma Program after you have given your presentation. The survey will help the Indiana State Department of Health (ISDH) Asthma Program improve the content of this presentation, and develop additional asthma materials and interventions. The survey should take less than five minutes to complete. Thank you for filling out the survey!

Please circle one answer for each statement.

The information provided enabled me to give a presentation on asthma.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
The <i>Checklist for Giving a Presentation</i> was helpful.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
The <i>Tips for Making a Successful Presentation</i> was helpful.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
The PowerPoint slides have important information about asthma.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
The PowerPoint script is easy to follow and use.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I believe that my audience learned how to <i>take CONTROL of asthma</i> from the presentation.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I believe that my audience will implement a measure to reduce a trigger of asthma.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I distributed the Asthma Trigger document to participants.	No		Yes		

Please answer the next three open-ended questions.

What else would be helpful for you in the *Asthma Speaker's Kit*?

How else could the ISDH Asthma Program assist you with educating your community on asthma?

Please provide us with a little information about yourself.

In which county do you live?

How long have you been giving presentations on asthma?

Are you a Certified Asthma Educator (AE-C)?

What are your credentials?

Thank you for filling out the survey! Please mail it to the Indiana State Department of Health, Chronic Disease/Asthma Program, 2 North Meridian Street, 6B, Indianapolis, IN 46204, or fax to 317-233-7805.

What Do You Think? Participant Feedback

Please complete the one page, and return it to your presenter at the end of the session. The survey will help the Indiana State Department of Health Asthma Program improve the content of this presentation, and develop additional asthma materials and interventions. The survey should take less than five minutes to complete. Thank you for filling out the survey!

Please circle one answer for each statement.

This presentation was helpful to me.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I know the C-O-N-T-R-O-L of asthma.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I learned about laws that protect people with asthma.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I know how to use an asthma action plan	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I know how to keep a peak flow diary	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I know the difference between long-term and fast acting asthma medicine	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I learned how to reduce triggers that may cause an asthma attack.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
I will do things to reduce exposure to triggers.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
The materials are easy to understand.	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree

Please answer the next three open-ended questions.

What else would you like to learn about asthma?

What asthma activities do you think would be useful to your community?

Please provide us with a little information about yourself.

In which **county** do you live?

Has a doctor or nurse ever told you that you have asthma?

No

Yes

Do you still have asthma?

No

Yes

Thank you for filling out the survey! Please return it to your presenter.