# Trying Out HIA Exercise:
## Planning for a HIA Rapid Assessment Workshop

**Purpose:** Gain experience in organizing an HIA Rapid Assessment Workshop

**Case:** Each group will develop a plan for carrying out an HIA Rapid Assessment Workshop for a proposed station area plan for the Capital East Station on the Central Corridor Light Rail Line. Assuming that the workshop would be organized and facilitated by the MN Department of Health, group members will work together to identify key inputs, content, and expected outcomes of the workshop. Each group should respond to the following questions below, drawn from the Health Impact Assessment Rapid Assessment Workshop Checklist handout.

## Part 1.  Getting People in Place for a Rapid HIA

1.  Which individual, program, or department should be responsible for organizing and managing the workshop?

|  |
|  |
|  |

2.  Which additional technical staff members should be involved?

| |
|---|
| a. |
| b. |
| c. |
| d. |
| e. |
| others? |

3.  Will you use a steering committee?  ____Yes  ____No

| If yes, who will be on it (e.g. individuals, organizations, disciplines)? | |
|---|---|
| a. | f. |
| b. | g. |
| c. | h. |
| d. | i. |
| e. | others? |

4. Who will be invited to participate in the workshop?

| If yes, who will be on it (e.g. individuals, organizations, disciplines)? | |
|---|---|
| a. | j. |
| b. | k. |
| c. | l. |
| d. | m. |
| e. | n. |
| f. | o. |
| g. | p. |
| h. | q. |
| i. | others? |

## Part 2. Getting Information Together for a Rapid HIA

5. Which existing plans or policies might you want to review in advance of the workshop?

| |
|---|
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| others? |

6. What information might you include in a profile of the area to be presented to workshop participants (i.e.. what do you want to know about the station area and its vicinity)?

| |
|---|
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| h. |
| i. |
| j. |
| other? |

7. Who might you want to talk with prior to the workshop to gather information (i.e. persons affected by, interested in, or having expertise relative to the plan)?

| |
|---|
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| h. |
| i. |
| j. |
| others? |

8. What health impacts do you anticipate will be addressed in the workshop?

| | |
|---|---|
| a. | h. |
| b. | i. |
| c. | j. |
| d. | k. |
| e. | l. |
| f. | m. |
| g. | others? |

9. What information should you send in advance to workshop participants?

| |
|---|
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| other? |

## Part 3.  Running the Workshop

10. How long will the workshop be?  _____hours _____ minutes

11. Who will facilitate the workshop (e.g. internal staff, professional facilitator)?

| |
|---|
| |

12. What information will you provide at the workshop?  Who will provide it?

| Information provided? | Who will provide it? |
|---|---|
| a. | a. |
| b. | b. |
| c. | c. |
| d. | d. |
| e. | e. |
| f. | f. |
| g. | g. |
| others? | others? |

13. What are the main activities that you will use to gather feedback and facilitate discussion (e.g. exercises, discussion questions)?

a.

b.

c.

d.

e.

f.

g.

others?

## Part 4. Writing the Results and Moving Forward

14. By what means might you report the results (e.g. written report, website, follow-up meeting)?

15. How might the results be used and by whom?