Data Prioritization Workbook: Nominal Group Technique

General Instructions

This workbook describes how to complete one type of data prioritization technique. It contains:

1. Your group scenario: **County School Board**
2. Step-by-step instructions on the **Nominal Group Technique**
3. Example State Data Charts
    - You will review and analyze these as you work through your assigned data prioritization technique as a group

A member of the training staff will join your group as a moderator and scribe to help guide your group discussion.

Practice Scenario

Group Two: County School Board

Your group is a County School Board. You were awarded a grant for $60,000 to work with youth and their families to prevent substance use in 8th-12th graders. You are conducting a needs assessment in one high school, situated in a metro area, to determine how best to allocate your grant funds.

Consider **what criteria should be used** when working to identify your priority areas. You may want to take into account things such as **budget, urgency, feasibility, regional or state focus, etc**.

Take no more than 3 minutes to discuss this with your group. You will reference them as you move through your data prioritization technique process.

Practicing the Technique

Nominal Group Technique

Instructions:

1. Silent Brainstorming
    A. The moderator (training staff) will state the subject of the brainstorming. You will review the sample data charts. As you review the charts, begin generating your ideas and list them out on a piece paper/your computer etc.
2. Round-Robin List Generation (Moderator Leads)
    A. Moderator will solicit one idea from each participant. You can type in the group chat or share over the phone.
    B. Scribe will list each idea in the table for the group to view
    C. Repeat process until group participants are out of ideas

3. Simplify & Clarify

   A. The moderator will read aloud each item in sequence
   B. The group will respond with feedback on how to condense or group items
   C. Participants will provide clarification for any items that others find unclear
4. Discussion
   A. The moderator facilitates a group discussion on how well each listed item measures up to the criteria that was determined by the team prior to the process.
5. Ranking
   A. The moderator will walk through each target issue and solicit rankings from each participant on a scale from 1 to 3.
   B. The moderator will tally and calculates total scores
6. Repeat as Needed
   A. Once the results are displayed, the group can vote to repeat the process if items on the list receive tied scores or if the results need to be narrowed down further. You should come up with 1 top priority areas/issues for this exercise.

Target Issues	1st Choice Score = 3	2nd Choice Score = 2	3rd Choice Score = 1	Total Score

Appendix A. State Data

Things to keep in mind:

- Look at the **titles** and **legends** of each chart
- Consider **HOW** the data are being measured
  - Percentages, raw numbers, etc.
- Consider **WHAT** is being measured
  - Availability, mortality rates, consumption/use etc.
- Consider **WHO** is included
  - Are the data cumulative or separated into groups? (e.g., race, age, ethnicity, urban/suburban)
- Consider the **TIME RANGE** for the data
  - Does it cover multiple years, one year, months?

Needs Assessment Module:
Data Prioritization Exercise

Table 1. Past Year All Ages Substance Use (%) in State

Cocaine Use in the Past Year	5.43%
Heroin Use in the Past Year	0.80%
Marijuana Use in the Past Year	46.47%
Methamphetamine Use in the Past Year	0.93%
Pain Reliever Misuse in the Past Year	9.53%

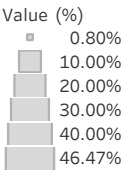
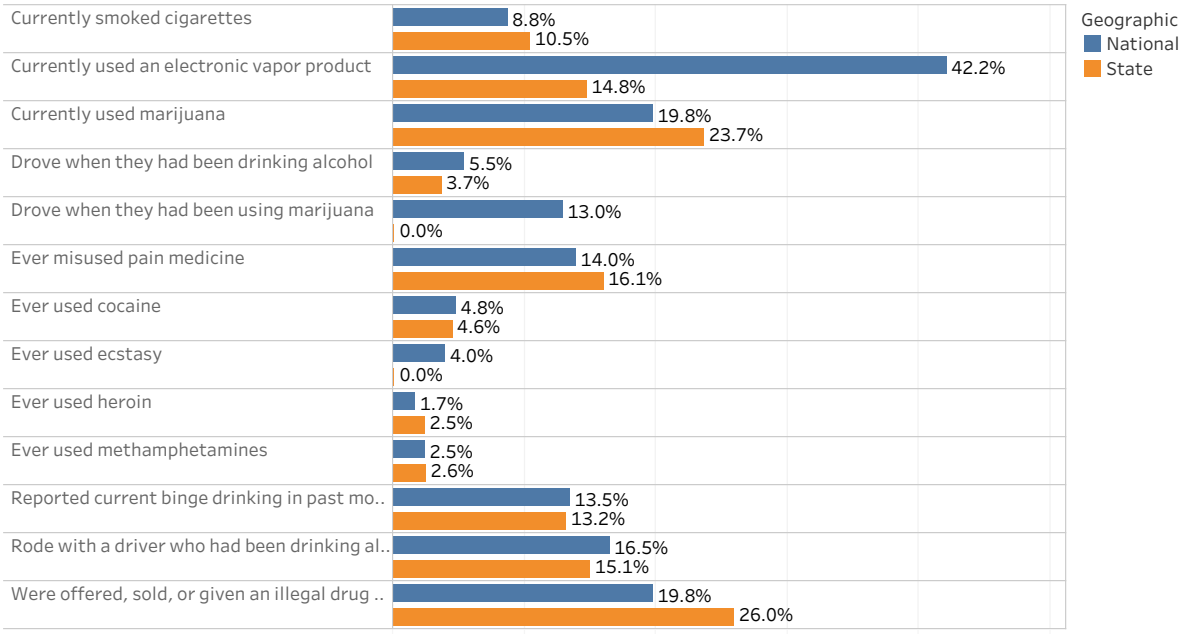


Table 2. Past Year National Prevalence (%) Among Youth

Drug	Value
Alcohol	35.90
Any Illicit Drug	27.70
Any Vaping	31.90
Cocaine	1.40
Heroin	0.30
Methamphetamine	0.50

Table 3. Past Year State and National Prevalence (%) Among Youth



Needs Assessment Module:
Data Prioritization Exercise

Table 4. Past Year Substance Use (%) by Age Group in State

Measure	Age 12+	Age 12-17	Age 18-25
Cocaine Use in the Past Year	1.59%	0.44%	4.99%
Heroin Use in the Past Year	0.49%	0.07%	0.73%
Marijuana Use in the Past Year	2.00%	3.79%	5.20%
Methamphetamine Use in the Past Year	0.46%	0.22%	0.71%
Pain Reliever Misuse in the Past Year	4.20%	2.87%	6.66%

Value (%)
0.07%
1.00%
2.00%
3.00%
4.00%
5.00%
6.66%

Table 5. Past Year Substance Initiations (%) by Age Group in State

Age	Substance	
12-17	Past Year Initiations of Alcohol Use	23.00%
	Past Year Initiations of Cocaine Use	7.40%
	Past Year Initiations of Daily Cigarette Use	6.30%
	Past Year Initiations of Ecstasy Use	9.70%
	Past Year Initiations of Heroin Use	2.00%
	Past Year Initiations of LSD Use	5.30%
	Past Year Initiations of Marijuana Use	15.00%
	Past Year Initiations of Methamphetamine Use	3.10%
18-25	Past Year Initiations of Alcohol Use	52.50%
	Past Year Initiations of Cocaine Use	6.10%
	Past Year Initiations of Daily Cigarette Use	3.53%
	Past Year Initiations of Ecstasy Use	4.60%
	Past Year Initiations of Heroin Use	3.50%
	Past Year Initiations of LSD Use	4.60%
	Past Year Initiations of Marijuana Use	19.90%
	Past Year Initiations of Methamphetamine Use	6.80%

10.00% 20.00% 30.00% 40.00% 50.00% 60.00%

Percent

Needs Assessment Module:
Data Prioritization Exercise

Table 6. All Ages State Deaths 2014-2018

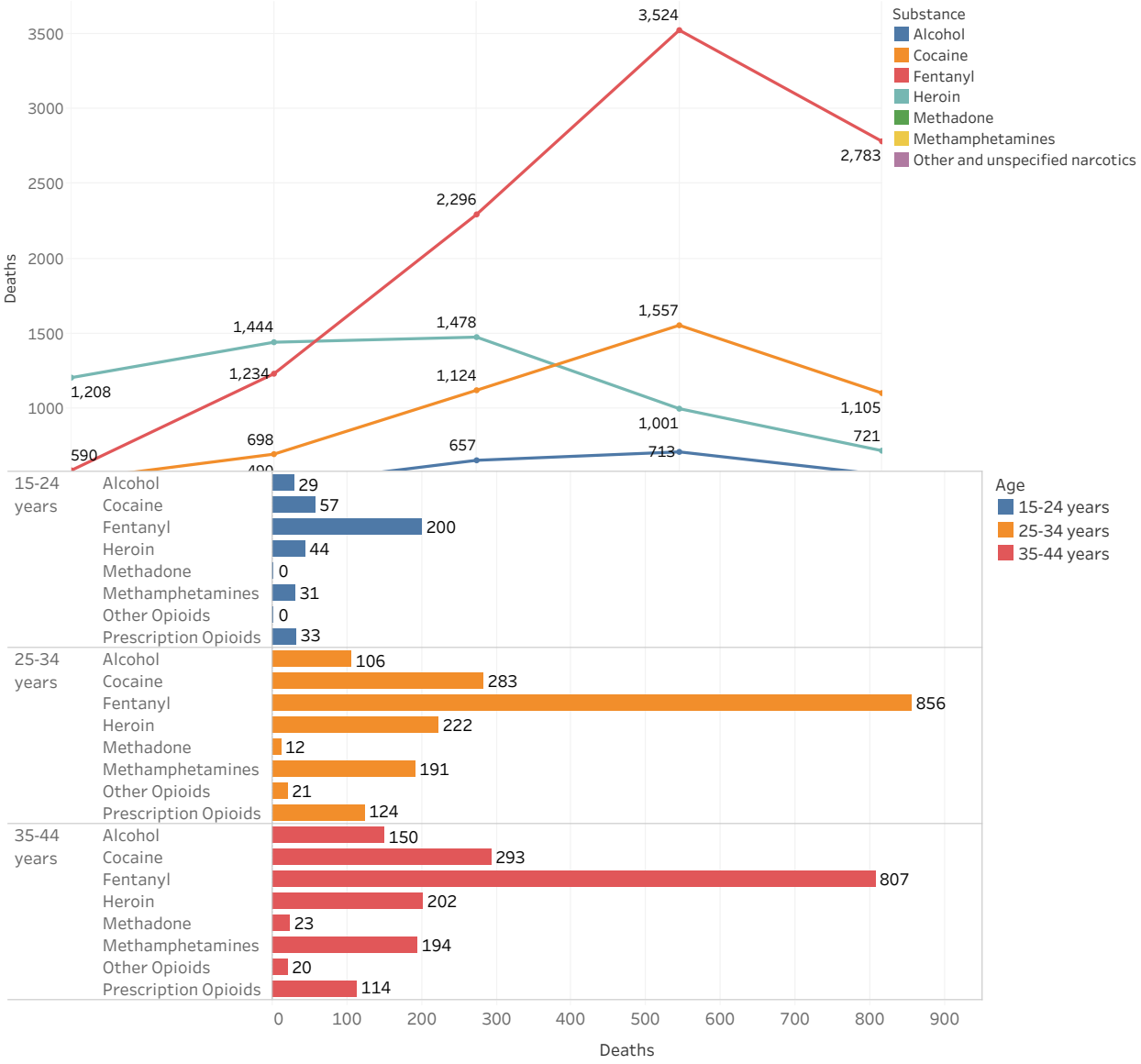
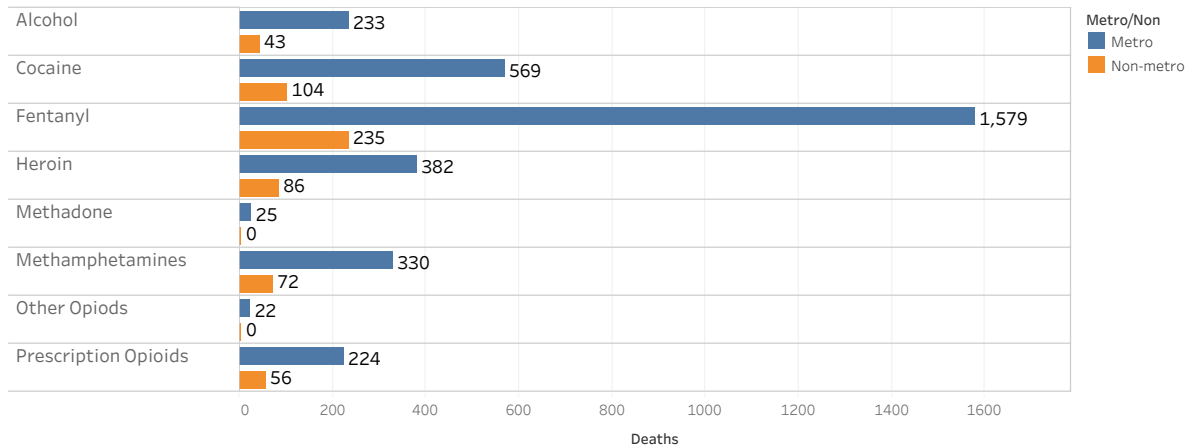



Table 8. Past Year State Deaths by Urbanization