



Summer 2014



CONTENTS

- New ShipShape Program Manager
- *IMPORTANT* Activating Encryption
- Facilitator Survey Results
- Semi-Annual Reports Due- 1 July
- Upcoming ShipShape Facilitator Training

[Website](#)

[Contact Us](#)

Health Promotion and Wellness ShipShape Weight Management e-News



BUMED SEMI-ANNUAL SHIPSHAPE REPORT



Greetings, my name is Diana Settles, and I would like to introduce myself as the newly assigned Ship Shape Program Manager for the Navy and Marine Corps Public Health Center (NMCPHC). I am quite excited to be a part of the Navy Ship Shape program.

ShipShape is evolving! We are researching and have surveyed in an effort to modernize and determine best practices for program improvement. Special thank you to those of you who completed our recent survey. Please note we welcome your input at any time. Our goal is to provide to you - our ShipShape Facilitators, the BEST program available for weight management.

Please do not hesitate to contact me with any questions or concerns. I'm looking forward to working with you!

Very respectfully,
Diana Settles, MAT, ATC
diana.settles@navy.mil
(757) 953-0977 (M-T), (757) 492-7617 (W-F)

IMPORTANT ACTIVATING ENCRYPTION

If you have not already done so, please set up proper encryption with Diana Settles to ensure that Attendance Rosters are being sent to us in a safe and secure manner.



Quick procedure:

1. Use a digitally signed email from diana.settles@navy.mil to save Diana as a contact.
2. Send diana.settles@navy.mil a digitally signed email so that she can save you to her contacts.
3. Send TEST encryption email once you receive confirmation from Diana that you are in her contacts. *Note* DO NOT SEND ATTENDANCE ROSTERS CONTAINING PII BEFORE CONFIRMING ENCRYPTION WAS SUCCESSFUL ON THE TEST EMAIL.

You do not have to wait until you complete a course in order to set up your encryption. Please complete this process as soon as possible. Contact Diana with any issues concerning the procedure.

FACILITATOR SURVEY RESULTS

Thank you again to all facilitators that completed the ShipShape Facilitator survey and provided us with valuable information and feedback. Program revisions are underway based off of survey responses and we appreciate any continued feedback as we move forward with program updates. Current efforts are as follows:

Facilitator Comments	NMCPHC Actions
Many concerns that current course materials are outdated and do not resonate with participants.	ShipShape course is currently in revision. All content is being reviewed and new approaches (including online resources) are being explored. Methods are also being included to align with existing DoD/DoN weight management and nutrition programs. Estimated completion date: Fall 2014
Concerns that the 6-month reporting form is not intuitive and could provide more detailed metrics.	An updated reporting form is being generated in order to better serve the facilitator and provide more comprehensive metrics to assess program effectiveness. Estimated completion date: July 2014
Need for improved two-way communication methods between NMCPHC and ShipShape facilitators.	Currently working on implementing different methods to not only allow better communication between NMCPHC but also foster peer-to-peer communications to enable the sharing of best practices and lessons learned. Starting July 2014 we will hold monthly Stakeholder Collaboration calls, invite is forthcoming. Intent is a casual, open discussion on current events, resources and recommendations/best practices on all things HPW.

If you have not completed the survey yet but would like the opportunity to provide your feedback, you can access the survey at <http://survey.max.gov/index.php/189766/lang-en> until 15 July 2014.

SEMI-ANNUAL REPORTS DUE - 1 JULY

Many of you have already submitted 6-month outcome reports for ShipShape courses completed between 1 July and 31 December 2013. Any remaining reports for this date range are due by 1 July. Results will be consolidated into the semi-annual report that is submitted to each of the Medical Regions and BUMED. Please contact NMCPHC if you have any questions.

UPCOMING SHIPSHAPE FACILITATOR TRAINING

The next ShipShape Facilitator Training is scheduled for 6 August 2014 at NEPMU-2, Norfolk, VA. If you would like to register for the class, please contact Ms. Sally Vickers at sally.vickers@med.navy.mil.