

A QUALITY ASSURANCE PROCESS MODEL OF THE COMPREHENSIVE INTEGRATED PRIMARY PREVENTION PLAN TO REDUCE HARMFUL BEHAVIORS IN THE US NATIONAL GUARD



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BACKGROUND

- Harmful behaviors share many of the same risk and protective factors.
- The Department of Defense Instruction (DoDI) 6400.11 - *DoW Integrated Primary Prevention Policy For Prevention Workforce and Leaders* directs the 54 National Guard (NG) States, Territories, and D.C. (S/T/DC) to develop annual Comprehensive Integrated Primary Prevention (CIPP) plans based on identified risk and protective factors. CIPP plans outline activities to reduce harmful behaviors within a NG community.¹
- The Center for the Study of Traumatic Stress (CSTS) established the Integrated Primary Prevention (IPP) program to collaborate with the National Guard Bureau (NGB) and the S/T/DC Integrated Primary Prevention Workforce (IPPW).
- A primary focus of the IPP program is to provide consultation and quality assurance of NG CIPP plans in compliance with DoDI 6400.11.¹
- In 2024, the IPP team developed a QAC guide to help with quality assurance. IN 2025, the guide was updated to align with the NGB CIPP plan template. The QAC process was updated to improve timeliness and quality of feedback offered to S/T/DC
- **The QAC provides structure to the CSTS IPP team's CIPP plan quality assurance process, providing guidance on plans for completeness, appropriateness, clarity, and evidence-based prevention activities.**

METHOD

- Structured to follow the layout and content of the NGB CIPP plan template, the QAC guide is an informational document detailing criteria for each CIPP plan section.
- The QAC was developed by examining DoW policies, engaging with NGB and key informants from S/T/DC, participating in Joint Knowledge Online (JKO) training, such as SPARX training, and analyzing the NGB CIPP plan template.
- The CSTS IPP team utilizes the QAC to complete written feedback on S/T/DC CIPP plans and provides optional virtual feedback sessions.
- The steps of the QAC process are as follows:

S/T/DC submits CIPP plan to CSTS IPP email inbox: csts-ng-ipp-ggg@usuhs.edu

CSTS scientists and analysts provide feedback on their assigned CIPP plan sections

All points of feedback are reviewed by the CSTS team and rolled up into a synopsis

S/T/DC receive written feedback within approximately ten business days

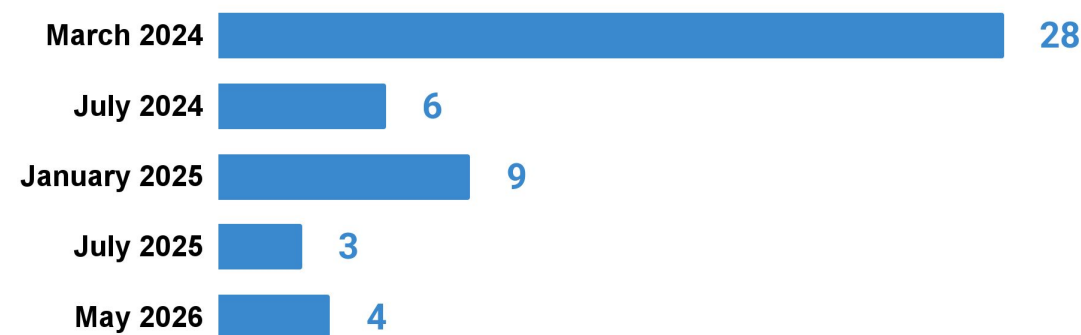
S/T/DC is offered an optional feedback session on Teams with CSTS and NGB

CSTS requests feedback from S/T/DC

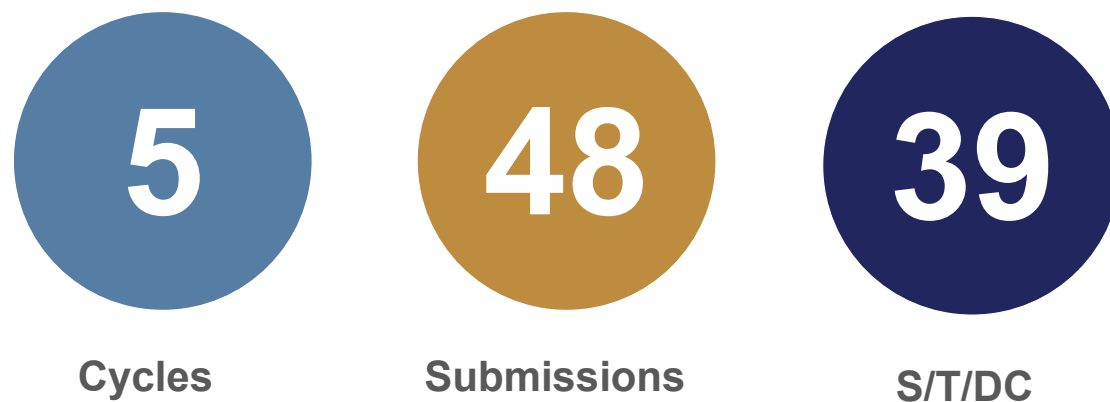
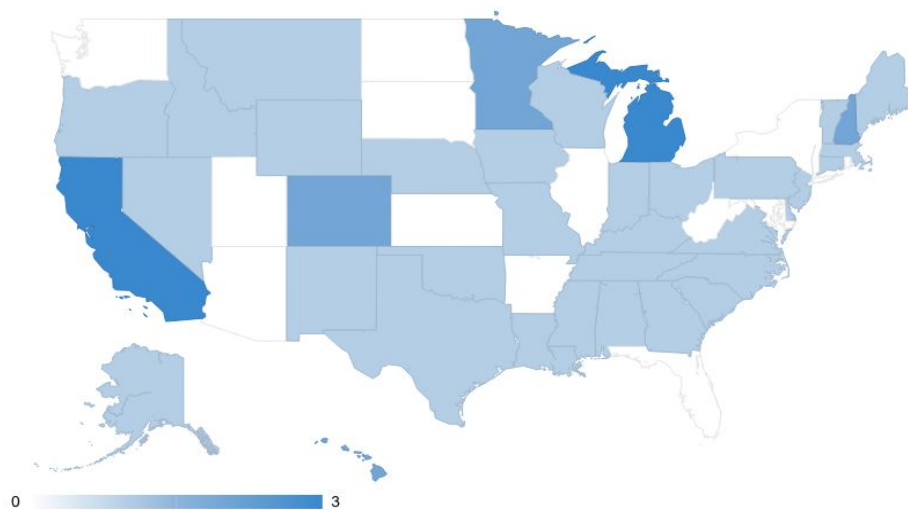
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Submissions per Cycle



CIPP Plan Submissions by S/T/DC



QAC Guide

RESULTS

- The resulting QAC is the first of its kind within the CIPP plan process across the DoW.
- **Throughout the five CIPP plan submission cycles that have occurred so far (March 2024, July 2024, January 2025, July 2025, and May 2026), the IPP team has received a total of 48 CIPP plan submissions and has conducted 40 feedback sessions.**
 - Submissions have been received from 39 out of the 54 S/T/DC, including seven double submissions and two triple submissions.
- The QAC guide was updated in 2025 based on workflow processes and follow-up survey responses from S/T/DC participating in the IPP Program's January 2025 QAC review. QAC guide modifications included incorporating more qualitative benchmarks and criteria for identifying Air and Army Guard, and increasing the optional virtual CIPP plan feedback session from 30 to 60 minutes to better meet S/T/DC needs.
- The QAC facilitates growth in quality improvement for NG primary prevention through:
 - Streamlining the CIPP plan review process
 - Aiding in strengthening S/T/DC CIPP plans
 - Promoting CIPP plan evaluation efforts
 - Fostering collaboration between CSTS, NGB, and S/T/DC

NEXT STEPS

- In preparation for the 31 May 2026 NG CIPP plan submission cycle, the IPP team has:
 - Developed a strategic plan that supports the IPPW by creating additional resources, including Continuing Professional Education (CPE) sessions, individual consultations and a revised QAC review process.
 - Updated a QAC feedback evaluation questionnaire to S/T/DC to aid in strengthening the QAC guide and process.
 - Evaluated USU CIPP plan feedback through a comment roll up.
 - Updated the QAC guide to include criteria for Air and Army identification and DoD benchmark inclusion to gain a better understanding of each CIPP plan and inform more targeted feedback.
 - Complete analysis of 48 CIPP plans submitted to OSD for the JAN 2025 CIPP cycle.

CONCLUSIONS

- The development of the QAC guide and process facilitates valuable discussion among key stakeholders and subject matter experts, leading to strengthened CIPP plans aimed at reducing harmful behaviors in the NG.
- The QAC guide and process continue to be improved with each CIPP plan submission cycle as CSTS implements feedback from NGB and S/T/DC.
- Ongoing modifications will continue based on NGB CIPP plan template revisions and S/T/DC needs.

REFERENCE

1. Department of Defense. (2022). *DOD instruction 6400.11 DOD integrated primary prevention policy for prevention workforce and leaders.* <https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/640011p.PDF?ver=-WRNG-g78mHPx4gOwkeaQ%3D%3D>