Appendix A. Checklist for FoodCORE Multidisciplinary Communication and Collaboration Model Practice

Yes	No	Partial	Will be implemented (Date)	Practice
				Engage stakeholders to determine members of multidisciplinary team
				Gather contact information for core team members (e.g., laboratorian(s), epidemiologist(s), and environmental health specialist(s))
				Gather contact information for secondary team members (e.g., agency directors, persons at other government agencies, health care providers, emergency preparedness experts, and media contacts)
				Share contact lists with entire multidisciplinary team
				Hold a meeting to establish team member roles, prepare communication protocols, and discuss needs and challenges
				Update contact information at least twice a year
				Grant epidemiologists access to laboratory surveillance data (e.g., BioNumerics)
				Grant laboratory and environmental health partners access to epidemiologic databases
				Request access to SharePoint and SEDRIC from CDC for core team members
				Set up regular meetings with multidisciplinary team (e.g., weekly, biweekly, monthly, or quarterly)
				Prioritize changes to be made, including a timeline, responsible parties, and an accountability plan
				Participate in cross-training
				Evaluate progress