

Community outreach: planning & review

NEMT Help | Committee starter checklist - Daniels, Sheridan and Fort Peck

Review before publishing

- Confirm local organization name, approval to use its identity, phone number, and website.
- Check every local service listing against a current first-party source; include last-reviewed date.
- For each 988 poster, review audience, wording, image rights, accessibility and organization approval.
- For Fort Peck campaigns, obtain tribal direction on tone, artwork, language, branding and placement. Do not present NEMT Help as the official tribal department.
- Use facility approvals for hospitals, schools, tribal offices, libraries and private businesses.
- Verify printed poster proof (dimensions, margins, QR/link, 988 contact instruction).
- Keep archived drafts and unpublished plans separate from public downloads.

Placement tracking fields

Field	Description
Community	Daniels / Sheridan / Fort Peck
Sector / audience	Agriculture, transport, schools, healthcare, seniors, retail and other settings
Location name	Not public without permission
Specific placement	Lobby, restroom, locker room, office bulletin board, etc.
Poster series	Approved artwork file and version number
Permission status	Proposed / requested / approved / posted
Responsible person	Local committee member or site liaison
Verification	Last check, follow-up date and notes

Public downloads and committee materials

Publish finalized, approved posters and guides. Keep meeting notes, placement contacts, unpublished designs, participant details and internal approval workflows restricted to the appropriate team.

Starter spreadsheet: [NEMT_988_Placement_Tracker_Template.csv](#)

Not a clinical service. Emergency danger: 911. Emotional crisis support: call or text 988.