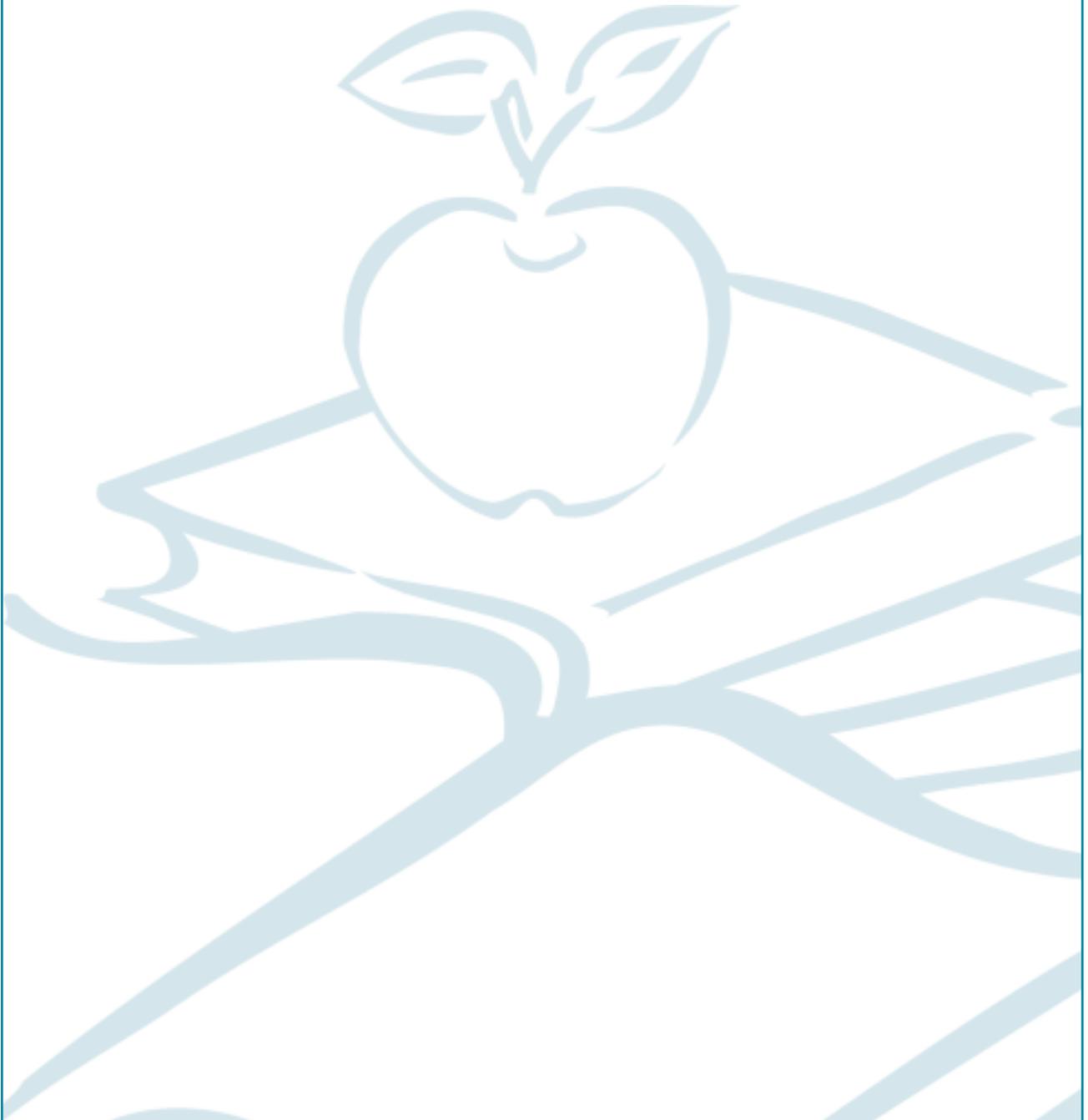
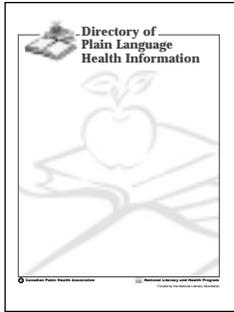


Directory of Plain Language Health Information





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Directory of Plain Language Health Information

**National Literacy and Health Program
Canadian Public Health Association**

Funded by the National Literacy Secretariat

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Acknowledgments

Thank you to all the organizations that provided plain language health information when we requested it.

The writers, editors and graphic designers whose work is showcased in this Directory deserve our thanks, for a job well done.



Introduction

Why is plain language on the health agenda?

Public health units, hospitals, government health departments and non-profit organizations have important health information to convey to patients and clients.

A lot of health information is given to people in person or over the telephone. As a back up to verbal instructions and information, however, patients usually go home with a booklet or brochure.

Are the important health messages contained in these written materials getting through to the people who read them?

Over the last 10 years, research among English speakers in North America has shown that the ability of the public to **understand** printed health information varies, depending on:

- the reader's literacy level
- the number of technical words (or jargon) in a text
- the reader's emotional state
- the reader's familiarity with English.

In response to the need for easy-to-read health information, many health centres, government departments and health organizations, including the Canadian Public Health Association's National Literacy and Health Program, have adopted a plain language approach.

What is the National Literacy and Health Program (NLHP)?

In 1994, the Canadian Public Health Association's (CPHA) National Literacy and Health Program (NLHP) began making the links between literacy and health. The focus of the program has been on improving the way health professionals communicate with their patients and clients.

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To get our message across to health providers, the NLHP developed a dynamic partnership with 26 national organizations in Canada. Our partners represent all the major health professions, including doctors, nurses, pharmacists, dentists, occupational therapists and social workers, as well as the pharmaceutical industry. We continue to nurture this partnership.

Less formal, but equally important, is the NLHP's support for and links with literacy organizations in Canada. The program has worked closely with the Movement for Canadian Literacy (MCL), the Fédération canadienne pour l'alphabétisation en français and Frontier College to learn about the needs of adult learners when it comes to health information.

Adult learners have helped the NLHP's Plain Language Service (PLS) test written health information for PLS clients. In early 1999, a 15-month project to develop a health curriculum for young people with low literacy skills was launched. The NLHP and Frontier College, based in Toronto, are partners in this project, funded by Health Canada.

Why is this Directory in your hands?

In 1997, when the NLHP's Plain Language Service (PLS) was founded, we secured funding and a mandate from the National Literacy Secretariat to produce a Directory of plain language health information for North America. Our goals were simple:

1. We wanted to share the wealth of good plain language health information we were seeing.
2. We wanted to help YOU get your hands on plain language health information so you or your organization would not have to write and produce information that was already available elsewhere.

Between June and December 1998, the PLS telephoned, surfed the Net and faxed up and down (and across) this continent, in search of plain language health information. If someone told us they had plain language health information, we asked them to send it to us. Then, we took a close look at what we had collected.

The next section will tell you how we assessed the health information we received, using plain language and clear design principles.



Putting a L.I.D. on it!

The NLHP has developed a unique approach to assessing health information. We call our method ***Putting a LID on it!*** The L.I.D. refers to a document's:

Language
Information, and
Design.

Language: To assess the language in a text, we do a standard readability test. It tells us the Grade level of the text (accurate to 1.5 grades, up or down). The test we use is the **Simple Measure of Gobbledygook (S.M.O.G.)**, developed by McLaughlin in 1969. (S.M.O.G. is presented in **Appendix A.**)

Information: Limiting the **amount** of information presented in a text and looking closely at how information is **organized** can improve the readability of a text. Health professionals have a tendency to include **a lot of information** in a booklet or brochure. Using a dozen paragraphs to explain the history of a disease or the theory behind treatment may mean you will lose readers before you tell them what **they** really want to know, namely, what the treatment is and how the disease will affect their lives.

Design: After you have written the text for a brochure or booklet, you will need to decide how to visually present your text to readers. If you work with a graphic designer, you will find that they use *design elements* such as font and font size, as well as line and paragraph spacing to do many amazing things. Unfortunately, many design elements that a graphic designer offers you will **detract** from the text's readability. **Clear design** is design that does not get in the way of the text itself. (Please take a moment to look at **Appendix B** for clear design tips).

When we began compiling this Directory...

...we were thrilled with the response. Between June and December 1998, we received more than 1,250 pieces of health information.

Each booklet, pamphlet and fact sheet that came to our office was assessed using the S.M.O.G. We found that more than 75% of what came in was written at a Grade 9 level or above.

For a comparison of the same text, written at 3 different Grade levels, see **Saying it Plainly**. (on the next page)



Saying It Plainly¹

Patient education materials are often written at a level that is higher than the reading level of the people who will need them. As the following paragraph is rewritten to less difficult reading levels, notice the shift from an impersonal to a personal, “conversational” style through the use of the pronoun “you”. Notice also the shift from medical generalizations (eg, “premature births and newborn illnesses may be decreased by care obtained early in pregnancy”) to concrete recommendations for action (eg, “go to the doctor as soon as you can”). The readability has been lowered by using shorter sentences and eliminating most words with more than two syllables.

12th Grade Reading Level

It is important to know that premature births and newborn illnesses may be decreased by care obtained early in pregnancy. The physician is actively involved in testing the pregnant woman for pregnancy-induced diabetes and other health problems. Research has shown that certain health problems in the mother cause premature births and illness in newborns. It clearly makes good sense to see your primary care physician or an obstetrician as soon as the pregnancy is suspected. The physician can detect and treat these problems as early as possible. Early prenatal care results in healthier babies.

8th Grade Reading Level

If you are pregnant or think you may be pregnant, call for an appointment right away. Getting care early in your pregnancy will help you have a healthy pregnancy and a healthy baby. Your doctor (or an OB-GYN doctor you chose from our list) will give you a complete checkup. He or she will also give you certain tests to make sure everything is going well. If there are any problems, it is good to find them early. That way, you have the best chance for a healthy baby.

4th Grade Reading Level

If you are pregnant or think you might be, go to the doctor as soon as you can. If you start your care early, things will go better for you and your baby. Your own doctor or a child-birth doctor from our list will give you a first exam. Tests each month or so will let you know if all is going well. If there is a problem, you will know right away. Then we can do what is needed. Early care is the best way to have a healthy child. Your baby counts on you.

¹ *Maine AHEC Health Literacy Center; The Pfizer Journal: Responding to the Challenge of Health Literacy, Pfizer Inc., New York, 1998, p.32.*



What is plain language?

Plain language usually refers to the written word. Clear verbal communication (CVC) refers to the spoken word. Health professionals who improve their CVC skills may find it easier to write in plain language. One reason is that plain language takes a *conversational* approach to sharing health information.

A text is written in plain language when the intended audience gets the message.

Doctors, dentists and other health professionals have been trained in a precise and scientific use of language. Using technical words (or jargon) serves them well when they talk to each other at conferences or professional meetings. Jargon is a “shorthand” that makes communication easier. It is also useful when professionals write to each other, in journals read by other professionals in their field. Using jargon with people who understand the terminology is acceptable.

But if your dentist gives you a brochure with the title **Endodontic Procedures**, would you know what this means? Most of us would be much happier if our dentist were to hand us something about **root canal treatments**—something that tells us what a root canal does and how long it takes!

Why S.M.O.G.?

An alphabet soup of readability formulas exist. Nowadays, even computer programs claim to assess the readability of text. Since 1994, the National Literacy and Health Program has used the S.M.O.G. test because it:

- is easy to use.
- does not sacrifice accuracy.*

In his assessment of 4 different readability tools, Daniel Spadero of the University of Arkansas College of Pharmacy, recommended S.M.O.G. when assessing texts from Grade 4 to adult.

S.M.O.G. is used by other national organizations such as the National Cancer Institute in the U.S. Here at the National Literacy and Health Program, we feel that simplicity and accuracy make S.M.O.G. the best choice for determining the Grade level of a text.

* *Source: Assessing Readability of Patient Information Materials by Daniel C. Spadero, in Pediatric Nursing, August 1983.*

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Of course, complicated words that are NOT jargon can also make a text harder to read. The following text has medical terminology but it also uses difficult words that are not jargon:

Neuralgia which accompanies fractures of the fibula indicates the advisability of administering an analgesic.

The words *accompanies*, *indicates*, *advisability* and *administering* are all difficult words that could be replaced with simpler words. A plain language version of this sentence might read:

Giving pain relievers to patients with broken legs helps make them more comfortable.

The NLHP teaches 10 plain language tips in writing workshops. Using these tips will help you reduce jargon, write directly to your reader, use the active voice and keep things positive. (See **Appendix C** for our 10 Plain Language Tips.)

Testing what you write

The purpose of a readability test (such as S.M.O.G.) is to tell you what Grade Level your text is at. Research on literacy in the U.S. tells us that many adults read 3 to 5 grade levels below the last level of education completed. (Doak, L.G. and Doak, C.C.: Patient Comprehension Profiles: Recent findings and strategies, *Patient Counselling and Health Education*, 1980, 2(3):101-106)

Plain language writers agree that the true measure of readability is this:

- Does your intended audience get the message?

The best way to find out is to **test** your text with the intended audience.

If you cannot test, then another accepted piece of wisdom is this:

- If your audience is the general public, write your text at a Grade 4-6 level.

That way, the greatest number of people will understand the information you wish to convey.



How we assessed health information for this Directory

Our approach was simple: we used the L.I.D. concept to examine each submission. The L.I.D. components are:

1. Language
2. Information
3. Design

1. Language

When we looked closely at each piece of health information, we found that, in most cases, materials that tested at Grades 5, 6, 7 or 8 (using S.M.O.G.) followed plain language principles more closely than materials that tested at Grades 9, 10 or 11. Generally, the material at Grade 8 or lower was more user-friendly, had better design and impressed us with its adherence to easy-to-read principles. **We decided that only materials which tested at a Grade 8 level or below would be included in the Directory.**

We did not have the resources to test each piece of health information with adult learners.

We have grouped each piece of health information listed in Part 2 of the Directory under a Grade level heading.

In cases where information was available in languages other than English, we have noted this and have included these titles in the Directory. We do not know if the Grade level of materials in other languages is identical to the English Grade level.

2. Information

The second part of the L.I.D. concept is information. Often, **too much** information gets in the way of readers finding what they really want to know. The way information is **organized** and **presented** also has an impact on comprehension.

Here is how we approach the information component of L.I.D.:

If there is **too much** information in a text, people who do not read well will see a **wall of words**. Literate people who have just been diagnosed with a life-changing condition or life-threatening disease may also have a hard time

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taking in a lot of information. The emotional shock of a cancer diagnosis, for example, can render people with good reading skills incapable of processing large amounts of information.

The main reason there is too much information in health materials is because health providers give readers too much theory. It is very tempting to tell people about the discovery of insulin or the history of diabetes in a pamphlet in adult-onset diabetes. Some people with diabetes will want to have this information...eventually. But people who have just been diagnosed with a condition like diabetes usually want to find out what effect it will have on their life and how to manage it. Cutting down on introductory comments and theory always makes your text **shorter**. You've heard the statement "less is more".... Why not apply it to health information?

The way information is **organized** and **presented** are two other factors that affect comprehension of a text. To organize information so that it is easy to understand (and easy to remember!), you should only cover 3 to 5 points. Don't overload your audience with too many headings or too many categories. Keeping it simple means YOU have to think about what is important before you begin writing. Giving your reader a smorgasbord of information and hoping the he or she will be able to pick out what is relevant almost guarantees that many readers will get lost somewhere before the end of your text.

Then, there's **presentation**. If you had a special gift to give a friend, would you choose to put it in a paper box, a treasure chest, a suitcase, a duffel bag, or a wooden egg?

First, you might wish there weren't so many choices. But if there needed to be 5 choices, then wouldn't it be easier to see the list presented like this:

- a paper box
- a treasure chest
- a suitcase
- a duffel bag
- a wooden egg.

Readers find it much easier to understand lists that are presented in **point form** or as a **numbered list**.

Our plain writing tips (see **Appendix C**) help writers think more clearly about what they are trying to say. Writing more succinctly can also have a



positive impact on the way you **organize** and **present** information. Remember that introductory comments and theory can create a **wall of words**. Readers do not miss what they don't see.

When we looked at the health information people sent us for this Directory, we found that organizations which had taken the time to make sure the language and design followed accepted principles also followed accepted wisdom on the **amount** of information and the way it was **organized**. The way information is presented in the materials listed in this Directory meets our standards on this important part of the L.I.D. concept.

3. Design

A picture is worth a thousand words. Here is a before-and-after look at a brochure produced by the Canadian Paediatric Society. Both the original and the revised versions are reproduced with the Society's permission. (pages xii and xiii)

The original brochure has design features that impede readability, such as:

- Body text is a small sans serif font.
- Paragraphs are long.
- The use of white space is limited
- The cover headings are in ALL CAPS, as are interior headings.
- The cover headings and cover text are “dropped out”. This means the lettering is white against a dark background, instead of being black against a white background. Some people find that dropped out letters **vibrate** against the background screen. Dropped out text set in a small font size is harder to read than regular text set in the same size.

Original Brochure

GETTING YOUR SHOTS

Measles, Mumps and Rubella (MMR) Vaccine

SECOND DOSE NOW REQUIRED

Canadian Paediatric Society
401 Spadina Road
Ottawa, Ontario
K1H 8L1
TEL: (613) 731-2728
FAX: (613) 731-2754

Importance of MMR
Vaccination is the best way to keep your child safe from these infections. The National Advisory Committee on Immunization, and all provincial health authorities strongly recommend routine immunization.

MMR vaccine is a three-in-one product which contains vaccines against measles, mumps, and rubella (or German measles). Each of these vaccines is also available as a separate product requiring a separate injection. Each of the vaccines is a live virus which has been weakened so that it causes immunity or protection against the disease without causing the illness.

Two doses of MMR vaccine should be given to children. The first dose is given as soon as possible after the first birthday. To protect the few children who do not develop immunity with the first MMR, a second dose is given, either with the next scheduled vaccination at 18 months or prior to school entry vaccination at 4 to 6 years of age. MMR should also be given to every older person who has never been vaccinated.

MMR vaccine may have some risks, but the risks are less than the risks of measles, mumps, and rubella.

This fact sheet outlines the risks of getting MMR vaccine. It also lists the side effects of the vaccine that sometimes occur.

Why is MMR vaccine important?

MMR vaccine protects against three diseases: measles, mumps, and rubella. Here is some information about these diseases.

MEASLES

Measles is a very serious infection. It causes high fever, cough and rash. Measles lasts for 1 to 2 weeks, and is often complicated by ear infection or pneumonia. Measles can also be complicated by encephalitis, an inflammation of the brain. About 1 of every 2,000 children with measles gets encephalitis. Encephalitis often causes brain damage and mental retardation. Measles can also cause death. In very rare cases, measles is complicated by a disease called SSPE, a very severe and always fatal brain disease which develops years after the attack of measles.

Before measles vaccine was widely used, almost all children got measles before they were 18 years old because the disease is extremely contagious. Now, because of the routine use of measles vaccine, very few children in Canada get measles. SSPE has almost completely disappeared.

Measles vaccine protects over 95% of all children who get it after their first birthday. Protection against measles after getting the vaccine is probably lifelong. However, because the vaccine is not 100% effective with one dose, and because measles is so highly contagious, small outbreaks continue to occur in schools even though most children are vaccinated and protected.

After analyzing new information gathered during recent measles outbreaks, including outbreaks in Canada, medical authorities have found that a second dose of MMR will ensure that an even greater percentage of children become immune.

MUMPS

Mumps can cause fever, headache, and swelling of the salivary glands in the cheeks. Mumps can also cause meningitis, an infection of the fluid and lining which cover the brain and spinal cord. About 1 in every 10 people with mumps gets meningitis. Fortunately, mumps meningitis is usually mild. Mumps can also cause encephalitis, an inflammation of the brain. Encephalitis occurs in about 1 in 6,000 cases of mumps. Other complications include deafness, painful testicles, and painful joints.

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Body text is small.
Uses sans serif font instead of serif font.

The "look" is dense.
Not enough white space.

Dropped out letters.
ALL CAPS.

More dropped out letters.
Small font size.

Most paragraphs are too long.



The new version, which uses Clear Design principles, has these qualities:

- Body text is set in a 13-point serif font.
- Paragraphs are short and in point form.
- White space is used generously.
- An illustration makes the cover more “friendly”.
- The main cover heading and all interior headings are in upper and lower case, not ALL CAPS.

When we received health information from people and organizations hoping to be included in this Directory, we knew that design would be an important factor to consider in assessing each piece. Here is a summary of what we found when we assessed health information according to clear design principles:

1. We found some material to be **excellent** examples of clear design. The features we were pleased to see were:
 - Large serif fonts
 - Lots of white space
 - Effective use of illustrations
 - Short paragraphs
 - Point form.
2. We found other materials to be **very good** examples of clear design. We saw that **many** of the hallmarks of clear design were used in these booklets and leaflets. Nevertheless, we noted 2 or 3 of features that detracted from readability of the text. The result was we could only rate the material as very good, not excellent. The most common problems were:



- Using ALL CAPS
 - Choosing a sans serif font like Helvetica or Arial for body text and setting that font in a small size, such as 10 or 12 point
 - Using dropped out letters in headings
 - Using dark screens behind headings or text.
3. On just a few occasions, we came across material that was **borderline**. Although the language of the text tested at Grade 8 or less, **several** design features impeded readability of the text. We felt that we could not rate this material as very good from a design perspective.

It seemed a shame, however, NOT to include the material in our Directory. In many cases, the text was valuable. YOU might be able to take that text, wrap clear design around it, and come up with an excellent plain language health resource! (You would need to check into any copyright restrictions with the original publisher, of course, before you did this.) So, we decided to include such examples by creating a 3rd design category.

To recap, our assessment of design features provided us with three degrees of excellence, which we designated, as follows, using our “apple” system:

- 🍏🍏🍏 Excellent
- 🍏🍏 Very Good
- 🍏 Borderline

Each piece of health information in our Directory is rated according to this design assessment. We think it makes good sense to let you know where a particular resource stands when it comes to design.

We hope this rating system will help everyone who uses the Directory make informed decisions about the materials that are listed.

Let us know what you think

The Plain Language Service contacted organizations all over North America, tested material as it came in, developed and maintained a data base and produced the final volume of the Directory, with the help of CPHA’s clear design specialists. Did we do a good job? You will be the judge of that.

We invite your comments. Please let us know if you have plain language health information that is not listed here. If we produce a 2nd edition of this Directory, we’d like to make sure your material is included.



How to use this Directory

You can search for plain language health information by subject or by organization. We have tried to make it as easy as possible for you to find what you are looking for.

1. Part 1 is a list of health subjects presented in alphabetical order, in the style of a typical index. The page number after a listing tells you where to find the piece of health information in Part 2. The number in parentheses (after the page number) tells you exactly which title it is. You will have to go to Part 2 to locate the title, which will be listed on the same page as other titles from that organization.
2. Part 2 is a list of organizations and their contact information. Below the contact information is a list of the plain language health titles produced by the organization. Each title is grouped under a Grade level heading, is numbered, and has a design rating (using the “apple” system).
3. Part 3 is an alphabetical list of all the organizations in Part 2. Beside each organization’s name is the page number where the organization is found in Part 2.

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1

Subject Index



PART



1

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PART

2

Plain Language Health Information

A list of organizations and titles



PART



2

Plain Language
Health Information

A list of organizations and titles 



Addiction Research Foundation - Centre for Addiction and Mental Health

Information Centre
Centre for Addiction and Mental Health
33 Russell Street
Toronto, Ontario
M5S 2S1 Canada

Phone: 1-800-463-6273 or (416) 595-6100

Fax: (416) 595-6601

E-mail: amccudde@arf.org

Web Page: www.arf.org

Contact Person or Department: Arthur McCudden

For nearly 50 years, this non-profit organization funded by the province of Ontario, has worked to advance knowledge about substance abuse, through research and action. The Foundation provides many services, including a Drug and Alcohol Information Line which provides taped messages 24 hours a day, 7 days a week. It also has a fax-back service to make several of its resources available to the public. It will refer people to drug and alcohol treatment programs within Ontario.

Language: English, French

Selling Price: Single copies are free in Ontario. Please contact the Addiction Research Foundation-Centre for Addiction and Mental Health for prices throughout North America and bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 7

- 🍏 1. Alcohol & Drug Treatment in Ontario
- 🍏 2. Dealing With Drinking: How to Quit or Cut Down

Grade 7-8

- 🍏🍏🍏 3. Women & Alcohol

PART 2 American Brain Tumor Association

Plain Language
Health
Information
A list of
organizations
and titles



2720 River Road
Suite 146
Des Plaines, Illinois
60018-4110 U.S.A.

Phone: 1-800-886-2282 (for U.S. residents) or (847) 827-9910
Fax: (847) 827-9918
E-mail: info@abta.org
Web Page: www.abta.org

Contact Person or Department: Patient Education Department

The American Brain Tumor Association (ABTA) is a non-profit organization which publishes information on brain tumors, their treatment and how to cope. It also provides telephone consultations, a database of support groups, and information to patients and their families seeking to understand their treatment choices and be active members of their healthcare team. ABTA offers information about the newest treatments, links to clinical trial listings, physician information, and support services for brain tumor families.

Language: English
Selling Price: Single copies are free. Please contact the American Brain Tumor Association for bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 6-7

🍏🍏🍏 1. Alex's Journey: The Story of a Child with a Brain Tumor



American Institute for Preventive Medicine

30445 Northwestern Highway
Suite 350
Farmington Hills, Michigan
48334-3102 U.S.A.

Phone: (248) 539-1800
Fax: (248) 539-1808
E-mail: aipm@healthy.net
Web Page: www.aipm.healthy.net

Contact Person or Department: Sue Jackson, Vice President of Marketing
(ext. 222)

Since 1983, the American Institute for Preventive Medicine (AIPM) has helped people improve their quality of life through award-winning wellness programs and self-care publications. The Institute has won several awards for its work in health promotion including the Director's Award for Innovative Health Contributions. It strives to produce health information that consumers can easily understand and are motivated to follow. A complete list of AIPM's publications is available in its free catalogue.

Language: English. Some titles are also available in Spanish.
Selling Price: Ranges from \$3.00 to \$6.00 (US \$) per pamphlet. Bulk discounts are available. Please contact the American Institute for Preventive Medicine for accurate pricing information.

Titles, Grade Levels and Design Ratings:

Grade 6-7

🍏🍏🍏 1. Healthy Life Self-Care Guide

Grade 7

- 🍏🍏🍏 2. Back Care
- 🍏🍏🍏 3. Healthy Life Children's Self-Care Guide
- 🍏🍏🍏 4. Healthy Life Prenatal Self-Care Guide
- 🍏🍏🍏 5. Major Illness Warning Signs

Grade 7-8

🍏🍏🍏 6. Success Over Stress

Grade 8

- 🍏🍏🍏 7. Diabetes
- 🍏🍏🍏 8. Weight Control

PART 2

American Sudden Infant Death Syndrome (SIDS) Institute

Plain Language
Health
Information
A list of
organizations
and titles



2480 Windy Hill Road
Suite 380
Marietta, Georgia
30067 U.S.A.

Phone: 1-800-232-7437 or (770) 612-1030
Fax: (770) 612-8277
E-mail: sids@mindspring.com
Web Page: www.sids.org

Contact Person or Department: Publications Department

The American Sudden Infant Death Syndrome Institute is dedicated to the prevention of Sudden Infant Death Syndrome (SIDS) and the promotion of infant health through research, clinical services, family support and professional and community education. The Institute works to increase both the public's and healthcare workers' understanding of SIDS. Its goal is to educate people about the risks of SIDS and how to prevent it.

Language: *Helping a Friend Cope With Infant Loss* is available in English. *Back to Sleep* is available in English and Spanish

Selling Price: Up to 10 copies are free, and over 10 copies are \$0.15 (US \$) each.

Titles, Grade Levels and Design Ratings:

Grade 5

🍏🍏🍏 1. *Helping a Friend Cope With Infant Loss: Grief and Bereavement*

Grade 7

🍏🍏 2. *Back to Sleep: Reduce the Risk of Sudden Infant Death Syndrome (SIDS)*



AWARE - Action on Women's Addictions - Research and Education

P.O. Box 86
Kingston, Ontario
K7L 4V6 Canada

Phone: (613) 545-0117
Fax: (613) 545-1508
E-mail: aware@limestone.kosone.com
Web Page: n/a

Contact Person or Department: Sara Raftis

AWARE publications are written by women, for women, on issues of importance to women. They are reviewed by women across Canada including new Canadians, refugees, women of colour, aboriginal women, rural and city women, lesbian and bisexual women, women with disabilities, and younger and older women.

Language: English. Some titles also available in French (contact AWARE for listing).

Selling Price: Prices vary. For accurate pricing information, please contact AWARE.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. Why Women Smoke: Women and Smoking

Grade 7

- 🍏🍏🍏 2. Drug Wise: A Book About Safe Drug Use for Older Women Who are Caregivers
- 🍏🍏🍏 3. Give and Take Resource Kit (Pregnant Women: About Alcohol and Drugs)
- 🍏🍏🍏 4. My Mom, Her Pills, and Me

Grade 7-8

- 🍏🍏🍏 5. Making Connections: A Booklet About Women, Prescription Drugs and Alcohol
- 🍏🍏🍏 6. Women & Alcohol

Grade 8

- 🍏🍏🍏 7. Drug Wise: A Book for Older Women About Safe Drug Use
- 🍏🍏🍏 8. Making the Links: A Book for Young Women About Sexual Violence, Drugs and Alcohol
- 🍏🍏🍏 9. Women and Depression Fact Sheet

PART 2 British Columbia Ministry of Health

Plain Language
Health
Information
A list of
organizations
and titles



1515 Blanshard Street
Suite 2-2
Victoria, British Columbia
V8W 3C8 Canada

Phone: (250) 952-2808
Fax: (250) 952-2710
E-mail: web.services@moh.hnet.bc.ca
Web Page: www.health.gov.bc.ca

Contact Person or Department: Leila Ball, IMG Web Services

The British Columbia Ministry of Health publishes a series called *The Health Files* which includes the listed publications. These are also available on the Internet.

Language: English. Some titles are also available in Chinese, Vietnamese and Punjabi.

Selling Price: *The Health Files* are free on the Internet. A charge may apply for hard copy. Please contact the British Columbia Ministry of Health for accurate pricing information.

Titles, Grade Levels and Design Ratings:

Grade 8

- 🍏 1. Dental Care for Toddlers
- 🍏 2. Hand, Foot & Mouth Disease
- 🍏 3. Infant Dental Care



Canadian Cancer Society

National Office
10 Alcorn Avenue
Suite 200
Toronto, Ontario
M4V 3B1 Canada

Phone: (416) 961-7223 or 1-888-939-3333

Fax: (416) 961-4189

E-mail: info@cis.cancer.ca

Web Page: www.cancer.ca

Contact Person or Department: Cancer Information Service

The Canadian Cancer Society (CCS) is a national organization of volunteers. Part of its mission is to enhance the quality of life of people living with cancer. In partnership with the National Cancer Institute of Canada, CCS achieves its mission through research, education, patient services and advocacy for healthy public policy.

CCS materials can be obtained through any local office of the Canadian Cancer Society (please see your local telephone directory for listings) or through the Cancer Information Service at 1-888-939-3333. *Sun Sense!* is also available on the Internet.

Language: English, French

Selling Price: Single copies are free. Please contact the Canadian Cancer Society for bulk pricing.

Titles, Grade Levels and Design Ratings:

Grade 8

- 🍏🍏🍏 1. Sun Sense!
- 🍏🍏 2. Young People With Cancer: A Handbook for Parents

PART 2

Canadian Hemophilia Society

Plain Language
Health
Information
A list of
organizations
and titles



This publication is only available through the:

Canadian HIV/AIDS Clearinghouse

Canadian Public Health Association
400-1565 Carling Avenue
Ottawa, Ontario
K1Z 8R1 Canada

Phone: (613) 725-3434
Fax: (613) 725-1205
E-mail: aidssida@cpha.ca
Web Page: www.cpha.ca

Contact Person or Department: Canadian HIV/AIDS Clearinghouse staff

Language: English, French

Selling Price: Single copies are free. Shipping & Handling charges may apply. Orders must be pre-paid. Please contact the Canadian HIV/AIDS Clearinghouse for exact pricing.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏 1. HIV and Safer Sex, The Choice is Yours



Canadian HIV/AIDS Clearinghouse

Canadian Public Health Association

400-1565 Carling Avenue
Ottawa, Ontario
K1Z 8R1 Canada

Phone: (613) 725-3434
Fax: (613) 725-1205
E-mail: aidssida@cpha.ca
Web Page: www.cpha.ca

Contact Person or Department: Canadian HIV/AIDS Clearinghouse staff

The Canadian HIV/AIDS Clearinghouse is the largest documentation centre on HIV/AIDS in Canada. It collects and circulates a comprehensive collection of HIV/AIDS educational materials across Canada, and acts as the central Canadian documentation centre on AIDS education materials.

Language: English, French
Selling Price: Single copies are free. Shipping & Handling charges may apply. Orders must be pre-paid. Please contact the Canadian HIV/AIDS Clearinghouse for exact pricing.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏 1. HIV and Safer Sex, The Choice is Yours

Grade 7

🍏🍏 2. Learning About AIDS (student booklet)
(A teacher's manual goes along with this booklet)

Grade 8

🍏🍏 3. Caring Safely for People with HIV or AIDS

PART 2 Canadian Paediatric Society

Plain Language
Health
Information
A list of
organizations
and titles



100-2204 Walkley Road
Ottawa, Ontario
K1G 4G8 Canada

Phone: (613) 526-9397
Fax: (613) 526-3332
E-mail: info@cps.ca or publications@cps.ca
Web Page: www.cps.ca

Contact Person or Department: Publications Department

Representing nearly 2,000 paediatricians, the Canadian Paediatric Society (CPS) is a national advocacy organization that promotes quality health care for children and youth and establishes national guidelines and standards for paediatric care and practice. The *Getting Your Shots* series is available on the Internet.

Language: English, French
Selling Price: \$5.00 (CDN \$) for a package of 50 pamphlets (all the same title).

Titles, Grade Levels and Design Ratings:

Grade 7

- 🍏🍏🍏 1. Getting Your Shots - 5-in-1
- 🍏🍏🍏 2. Getting Your Shots - Measles, Mumps, Rubella
- 🍏🍏🍏 3. Getting Your Shots - Tetanus and Diphtheria

Grade 7-8

- 🍏🍏🍏 4. Getting Your Shots - Hepatitis B

Central Toronto Community Health Centres

168 Bathurst Street
Toronto, Ontario
M5V 2R4 Canada

Phone: (416) 703-8481
Fax: (416) 703-8479
E-mail: jrosen@ctchc.com
Web Page: n/a

Contact Person or Department: Heidi Wong

Central Toronto Community Health Centres is a non-profit organization and one of the few community health centres that provides dental services. The Centres would be happy to work with other organizations to translate this brochure (*Keep Your Teeth for Life*) into the language of their communities.

Language: English, French

Selling Price: \$1.00 (CDN \$) per copy, plus G.S.T.. Orders of 100 or more copies receive a 10% discount.

Titles, Grade Levels and Design Ratings:

Grade 5

🍏🍏🍏 1. Keep Your Teeth For Life

Plain Language
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A list of
organizations
and titles



PART 2

Plain Language
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A list of
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**Centretown Community Health Centre/
Sandy Hill Community Health Centre**

Centretown Community Health Centre
420 Cooper Street
Ottawa, Ontario
K2P 2N6 Canada

Phone: (613) 233-4697
Fax: (613) 233-4551
E-mail: n/a
Web Page: n/a

Contact Person or Department: Tina Labrecque

This series of 22 pamphlets, called *Plain Facts for Health*, covers five main topic areas: Women’s Health, Birth Control, Common Problems, Common Childhood Complaints and Bugs on the Body. The series is available only through the Centretown Community Health Centre at the above address.

Language: English, French
Selling Price: \$10.00 (CDN \$) per package

Titles, Grade Levels and Design Ratings:

Grade 6

- 🍏🍏🍏 1. Constipation
- 🍏🍏🍏 2. Headlice
- 🍏🍏🍏 3. Hints for a Healthy Back
- 🍏🍏🍏 4. Hints for a Healthy Neck
- 🍏🍏🍏 5. How to Check Your Breasts
- 🍏🍏🍏 6. Rashes
- 🍏🍏🍏 7. Stress

Grade 7

- 🍏🍏🍏 8. After an Abortion
- 🍏🍏🍏 9. Birth Control Pills
- 🍏🍏🍏 10. Cholesterol (Fat in the Blood)
- 🍏🍏🍏 11. Colds
- 🍏🍏🍏 12. Colds & Flus
- 🍏🍏🍏 13. Crabs or Public Lice
- 🍏🍏🍏 14. How to Use a Condom
- 🍏🍏🍏 15. Premenstrual Syndrome (PMS)
- 🍏🍏🍏 16. Scabies

PART 2

Grade 8

- 🍏🍏🍏 17. Fever
- 🍏🍏🍏 18. I.U.D. (Intrauterine Device)
- 🍏🍏🍏 19. Nausea, Vomiting and Diarrhea
- 🍏🍏🍏 20. Urinary Tract Infection (U.T.I.)
- 🍏🍏🍏 21. Using a Diaphragm
- 🍏🍏🍏 22. Vaginitis

**Plain Language
Health
Information
A list of
organizations
and titles**



PART 2

Channing L. Bete Company, Inc.

Plain Language
Health
Information
A list of
organizations
and titles



200 State Road
South Deerfield, Massachusetts
01373 U.S.A.

Phone: 1-800-628-7733 or (413) 665-7611
Fax: 1-800-499-6464
E-mail: custsvcs@channing-bete.com
Web Page: www.channing-bete.com

Contact Person or Department: Customer Service Department

Channing L. Bete Company, Inc. aims to make this a healthier and better-educated world by publishing and delivering quality products. Most publications fall into one of four main formats:

1. *Classic* booklets present facts in a way that readers can understand and remember.
2. *RealStyle* titles are much like *Classic* booklets, but use more realistic graphics.
3. *RealStory* booklets weave fictional stories around factual material.
4. *EveryReader* booklets are designed to reach people who read at the most basic levels.

Language: English. Many titles in Spanish also.

Selling Price: Prices are based on quantities ordered and are in U.S. dollars. Please contact Channing L. Bete for accurate pricing information.

Titles, Grade Levels and Design Ratings:

This is only a sample of Channing L. Bete materials. For a complete list of topics and titles, contact the company for a free catalogue.

Grade 6

- 🍏🍏🍏 1. A Baby Changes Everything - A Teenager's Story About Avoiding Pregnancy
- 🍏🍏🍏 2. A Clean Home is a Healthy Home
- 🍏🍏🍏 3. A Story About HIV/AIDS in Prison: All Inmates Deserve Some Respect
- 🍏🍏 4. All Babies Need Shots
- 🍏🍏🍏 5. Every Child Deserves a Shot
- 🍏🍏🍏 6. Lead Can Harm Children - Keep Your Child Safe
- 🍏🍏🍏 7. Why Wait? Two Teens Face Pressure to Have Sex

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Grade 7

- 🍏🍏🍏 8. AIDS - Learn the Facts
- 🍏🍏🍏 9. AIDS and My Brother - One African American man's story
- 🍏🍏🍏 10. Breastfeeding - The Best Way to Feed Your Baby
- 🍏🍏🍏 11. Cristina's Story About HIV - For Hispanic/Latina Women
- 🍏🍏🍏 12. Keep Kids Safe from Lead - A Story for Parents
- 🍏🍏🍏 13. Learn About TB
- 🍏🍏🍏 14. Saying No to Sex - It Makes Sense
- 🍏🍏🍏 15. Teens Talk about Taking the HIV Test
- 🍏🍏🍏 16. What Women Should Know About HIV
- 🍏🍏🍏 17. Why Breastfeed? - Two Friends Share Their Thoughts About Breastfeeding

Grade 8

- 🍏🍏 18. About Dealing with Sexual Pressure
- 🍏🍏 19. About Head Lice
- 🍏🍏 20. About Tots and Tooth Care
- 🍏🍏🍏 21. Being a Teen Parent - What to Expect
- 🍏🍏 22. Caring for Your Newborn
- 🍏🍏 23. Child Development - From Birth to 3 Years Old
- 🍏🍏🍏 24. Coping with the Stress of Parenting
- 🍏🍏🍏 25. Hepatitis C - What You Should Know
- 🍏🍏🍏 26. Sexual Abstinence - Choosing to Wait
- 🍏🍏🍏 27. Thinking About Tattooing or Body Piercing?
- 🍏🍏🍏 28. Worried about HIV and AIDS? Get Tested
- 🍏🍏🍏 29. Your Child's Lead Level - What Does It Mean?

PART 2 Chateaugay Valley Literacy Council

Plain Language
Health
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and titles



214 McLeod Street
Room 227
Chateaugay, Quebec
J6J 2H4 Canada

Phone: (450) 698-0342
Fax: (450) 691-1280 (call before faxing)
E-mail: jmcccon1042@aol.com
Web Page: n/a

Contact Person or Department: Jan McConnell, Co-ordinator

The Chateaugay Valley Literacy Council produces plain language materials on a wide variety of topics. The titles listed here are health-related.

Language: English
Selling Price: \$5.00 (CDN \$) per copy.

Titles, Grade Levels and Design Ratings:

Grade 5

🍏🍏🍏 1. Waiting

Grade 6

🍏🍏🍏 2. The Two Phone Calls



Community AIDS Treatment Information Exchange (CATIE)

420-517 College Street
Toronto, Ontario
M6G 4A2 Canada

Phone: 1-800-263-1638 or (416) 944-1916

Fax: (416) 928-2185

E-mail: info@catie.ca

Web Page: www.catie.ca

Contact Person or Department: Publications Department

The Community AIDS Treatment Information Exchange (CATIE) helps people living with HIV/AIDS and their caregivers make informed health care decisions. This publication is available on the Internet.

Language: English, French

Selling Price: Single copies are free. Please contact CATIE for bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 7-8

- 🍏🍏🍏 1. HIV Treatment: Know Your Options - Get the Facts: Plain & Simple

PART 2 Consumer's Association of Canada

Plain Language
Health
Information
A list of
organizations
and titles



National Office
267 O'Connor Street
Suite 307, Ottawa, Ontario
K2P 1V3 Canada

Phone: (613) 238-2533
Fax: (613) 563-2254
E-mail: literacy@consumer.ca or info@consumer.ca
Web Page: www.consumer.ca

Contact Person or Department: Susan Rennie

The Consumers' Association of Canada is an independent, non-profit volunteer organization which represents, informs and acts on the behalf of consumers to improve their quality of life. The *Food Tips* series is also available through:

1. **The Heart and Stroke Foundation** (1-888-473-4636)
2. **Movement for Canadian Literacy (M.C.L.)** (613) 563-2464
3. **La fédération canadienne pour l'alphabétisation en français (F.C.A.F.)**
(613) 749-5333
4. The website of the **National Adult Literacy Database** at:
www.nald.ca/cac.htm

Language: English, French
Selling Price: Free except for postage.

Titles, Grade Levels and Design Ratings:

These titles make up the *Food Tips* series:

Grade 6

- 🍏 1. Bread
- 🍏 2. What to Eat Instead of Meat

Grade 7

- 🍏 3. Fruit
- 🍏 4. Grains and Pasta
- 🍏 5. Introduction - Shop Smart!
- 🍏 6. Meat, Poultry and Fish
- 🍏 7. Milk Products

Grade 8

- 🍏 8. Vegetables

Council for a Tobacco-Free Toronto

59 Conference Boulevard
 Toronto, Ontario
 M1C 2E4 Canada

Phone: (416) 284-0359
Fax: (416) 284-3615
E-mail: n/a
Web Page: n/a

Contact Person or Department: Marion Boyce

How Not to Smoke is a kit designed to help low-literacy and low-income women between the ages of 18 and 35 years who want to quit smoking. The package consists of a 25-minute video, a workbook, and a refrigerator magnet. *How Not to Smoke* can also be obtained through:

Council for a Tobacco-Free Ontario

60 St. Clair Avenue East
 Suite 604
 Toronto, Ontario
 M4T 1N5
 Canada
 Phone: (416) 962-2424 or 1-800-316-2836
 Fax: (416) 962-6464
 E-mail: ctfo@web.net

Canadian Public Health Association

Health Resources Centre
 400-1565 Carling Avenue
 Ottawa, Ontario
 K1Z 8R1
 Canada
 Phone: (613) 725-3769
 Fax: (613) 725-9826
 E-mail: hrc/cds@cpha.ca
 Web Page: www.cpha.ca

Language: English

Selling Price: \$24.95 (CDN \$) plus taxes and Shipping & Handling.

Titles, Grade Levels and Design Ratings:**Grade 5**

- 🍏🍏🍏 1. How Not to Smoke: A program for women who want to quit smoking.

Plain Language
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 Information
 A list of
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 and titles



PART 2

ETR Associates

Plain Language
Health
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A list of
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and titles



Customer Service Department
PO Box 1830
Santa Cruz, California
95061-1830 U.S.A.

Phone: 1-800-321-4407 or (831) 438-4060
Fax: 1-800-435-8433
E-mail: n/a
Web Page: www.etr.org

Contact Person or Department: Customer Service Department

ETR Associates aims to enhance the well-being of individuals, families and communities by providing leadership, educational resources, training and research in health promotion with an emphasis on sexuality and health education. They are committed to serving individuals, families and communities from a wide variety of cultural backgrounds. Orders can be placed on the ETR Web page.

Language: English
Selling Price: Prices vary. Please contact ETR Associates for a full list of titles and for accurate pricing information.

Titles, Grade Levels and Design Ratings:

This is only a sample of ETR Associates materials. For a complete list of topics and titles, contact the company for a free catalogue.

Grade 5

🍏🍏🍏 1. Puberty Facts

Grade 7

- 🍏🍏🍏 2. 5 Baby Steps to a Healthy Baby
- 🍏🍏🍏 3. 5 Baby Steps to Breastfeeding
- 🍏🍏🍏 4. Childbirth
- 🍏🍏🍏 5. Drug Facts
- 🍏🍏🍏 6. New Dad Tips
- 🍏🍏🍏 7. Pregnancy and Fitness
- 🍏🍏🍏 8. Pregnancy Facts

Grade 7-8

🍏🍏🍏 9. Newborn Tips

PART 2

Grade 8

- 🍏🍏🍏 10. Becoming a Former Smoker
- 🍏🍏🍏 11. Hepatitis A: Viral Hepatitis
- 🍏🍏🍏 12. Relationships Self-Test: Know What You Want
- 🍏🍏🍏 13. STD Facts: Sexually Transmitted Disease

**Plain Language
Health
Information**

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and titles**



PART 2 Free Spirit Publishing Inc.

Plain Language
Health
Information
A list of
organizations
and titles



400 First Avenue North
Suite 616
Minneapolis, Minnesota
55401 U.S.A.

Phone: 1-800-735-7323 or (612) 338-2068

Fax: (612) 337-5050

E-mail: help4kids@freespirit.com

Web Page: www.freespirit.com

Contact Person or Department: Customer Service

Free Spirit Publishing Inc. is an award-winning publisher of books and other learning materials for children and teens, parents, educators, counselors, and everyone else who cares about kids. Free Spirit specializes in publications on Self-Help for Kids and Self-Help for Teens including a variety of nonfiction materials that inform, inspire and engage.

Language: English

Selling Price: Prices vary. Please contact Free Spirit for accurate pricing information.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. Cliques, Phonies and Other Baloney

Grade 8

🍏🍏🍏 2. Succeeding With LD (Learning Differences)

Haldimand-Norfolk Regional Health Department

Health Action
Box 247
12 Gilbertson Drive
Simcoe, Ontario
N3Y 4L1 Canada

Phone: n/a
Fax: (519) 426-9974
E-mail: n/a
Web Page: n/a

Contact Person or Department: Marketing Committee

There are five pamphlets in the *Health Action* series, on a variety of health topics. One side of each pamphlet is a poster containing tips to maintain good health. To order these pamphlets, please contact the Haldimand-Norfolk Regional Health Department by fax or by mail.

Language: English
Selling Price: Please contact the Haldimand-Norfolk Regional Health Department by fax or by mail for accurate pricing information.

Titles, Grade Levels and Design Ratings:

These titles are all from the series entitled *Health Action*.

Grade 3

🍏 1. Take Time Out: What is Stress? How Can I Deal With It?

Grade 5

🍏 2. Start Moving: How Can I Be More Active?

Grade 6

🍏 3. Be Smoke-Free: How Can I Live Smoke Free?

Grade 7

🍏 4. Eat For Health: How Can I Add Whole Grains, Fruits and Vegetables to Meals?

🍏 5. Know Your Risks and Act: What Can I Do About Heart Disease and Cancer?

Plain Language
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PART 2

Hamilton Health Sciences Corporation

Plain Language
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and titles



Box 6000, Room 3V51 - Education and Development
1200 Main Street West
Hamilton, Ontario
L8N 3Z5 Canada

Phone: (905) 521-2100 (ext.3833)
Fax: (905) 521-2616
E-mail: harper2@exchange1.cmh.on.ca
Web Page: n/a

Contact Person or Department: Theresa Harper

The Hamilton Health Sciences Corporation publications are not generally for sale. However, people interested in viewing copies may contact Theresa Harper at the address above.

Language: English
Selling Price: Please contact Theresa Harper for more information.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. Your Guide to Healthy Feet

Grade 7

- 🍏🍏🍏 2. Baby Talk
- 🍏🍏🍏 3. Care of Your Vascular Access Device
- 🍏🍏🍏 4. Caring for Your Child After a Tonsillectomy
- 🍏🍏🍏 5. Controlling Seizures at Home
- 🍏🍏🍏 6. Going Home with a Urinary Catheter for Women
- 🍏🍏🍏 7. High Fibre Diet

Grade 7-8

🍏🍏🍏 8. Eating for Good Health!

PART 2

**Plain Language
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Grade 8

- 🍏🍏🍏 9. Constipation and Soiling: Information for Parents
- 🍏🍏🍏 10. Full Fluids to a Pureed Diet
- 🍏🍏 11. Get in the Beat!
- 🍏🍏🍏 12. Going Home with a Urinary Catheter for Men
- 🍏🍏🍏 13. High Fibre Foods
- 🍏🍏🍏 14. Intermittent Self-Catheterization for Girls
- 🍏🍏🍏 15. Learning about Febrile Seizures
- 🍏🍏🍏 16. Moving and Using Your Body
- 🍏🍏 17. New Ileostomy Diet
- 🍏🍏🍏 18. The Morning After Pill
- 🍏🍏 19. Ultrasound
- 🍏🍏🍏 20. Welcome to the Geriatric Day Hospital
- 🍏🍏🍏 21. What to Expect When You Have High Blood Pressure in Pregnancy
- 🍏🍏🍏 22. What to Expect When Your Child has Been Sedated for a Test
- 🍏🍏🍏 23. You and Your Pills: Tips for Taking Your Medicine Safely

PART 2

Health Canada - Family Support, Childhood and Youth Division

Plain Language

Health

Information

A list of organizations and titles



Population Health Directorate
Health Promotion and Programs Branch
Health Canada
Jeanne Mance Building
Room D994
Address Locator: 1909C2
Ottawa, Ontario
K1A 1B4 Canada

Phone: (613) 941-0970 or (613) 728-3307
Fax: (613) 954-5568
E-mail: np-yapp@frp.ca
Web Page: www.hc-sc.gc.ca/childhood-youth

Contact Person or Department: Janice MacAulay

Nobody's Perfect is an educational program for parents of children from birth to age five. It meets the needs of young, single, low-income, socially or geographically isolated parents or parents with limited formal education.

Ready Or Not! is an educational program for parents of preteens (from age eight to 12). It meets the needs of parents who, because of low-income, limited formal education or geographic and social isolation may have difficulty gaining access to parenting information.

Language: English, French
Selling Price: The *Nobody's Perfect* series is sold individually at \$2.95 (CDN \$) each or as a set of 5 titles for \$10.95 (CDN \$). The *Ready Or Not!* series is distributed to people who attend the *Ready Or Not!* program consisting of six workshop sessions.

Titles, Grade Levels and Design Ratings:

Grade 6

- 🍏🍏🍏 1. Nobody's Perfect - Body
- 🍏🍏🍏 2. Nobody's Perfect - Mind

Grade 7

- 🍏🍏🍏 3. Nobody's Perfect - Behaviour
- 🍏🍏🍏 4. Ready or Not - Drugs: Preventing a Problem

PART 2

Grade 7-8

- 🍏🍏🍏 5. Nobody's Perfect - Parents
- 🍏🍏🍏 6. Nobody's Perfect - Safety
- 🍏🍏🍏 7. Ready or Not - Parenting a Pre-teen

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and titles**



PART 2

Health Canada - Information and Education Program

Plain Language
Health
Information
A list of
organizations
and titles



Environmental Health Program
Environmental Health Directorate
Health Protection Branch, Health Canada
Environmental Health Centre Building, Room 134
Postal Locator 0801A
Ottawa, Ontario
K1A 0L2 Canada

Phone: (613) 952-1014 or (613) 954-0609
Fax: (613) 941-8632
E-mail: carole_lacroix@hc-sc.gc.ca or eh_publishing@hc-sc.gc.ca
Web Page: www.hc-sc.gc.ca/ehp/ehd or www.hc-sc.gc.ca/psb

Contact Person or Department: Carole Lacroix

The Environmental Health Program’s vision is a Canada where people lead healthier and safer lives. Its role is to protect and improve the well-being of Canadians by assessing and managing the risks to health associated with the natural and technological environments. These bulletins are available on the Internet.

Language: English, French
Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 5

- 🍏🍏🍏 1. Bunk bed safety
- 🍏🍏🍏 2. Danger! Children can strangle on curtain and blind cords

Grade 6

- 🍏🍏🍏 3. Burning candles can be dangerous
- 🍏🍏🍏 4. Do you know what these symbols mean?
- 🍏🍏🍏 5. Winter sports safety

Grade 7

- 🍏🍏🍏 6. Baby’s stationary activity centre
- 🍏🍏🍏 7. Crib safety

Grade 8

- 🍏🍏🍏 8. Barbecue lighters are dangerous in the hands of children!
- 🍏🍏🍏 9. Ozone generators may be hazardous to your health
- 🍏🍏🍏 10. Swimming pool safety



Health Canada - Office of Tobacco Reduction Programs

Health Issues Division
Postal Locator 0900C2
Tunney's Pasture
Ottawa, Ontario
K1A 1B4 Canada

Phone: (613) 954-5995
Fax: (613) 941-5366 or (613) 946-3595
E-mail: n/a
Web Page: www.hc-sc.gc.ca/hppb/tobaccoreduction

Contact Person or Department: Publications Department

The Office of Tobacco Reduction Programs helps Canadians work towards the goal of a tobacco-free Canada. This workbook, written by the **Disabled Women's Network (DAWN) Canada**, was written by women with disabilities for women with disabilities who smoke. It helps women with disabilities understand why they smoke and gives them the facts they need to make choices. It is available at the Internet address above and also at www.indie.ca/dawn/tobacco/index.htm.

Language: English, French
Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 7-8

🍏 1. A Way Out: Women with Disabilities and Smoking

PART 2

Health Promotion Council of Southeastern Pennsylvania

Plain Language
Health
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A list of
organizations
and titles



Health Literacy Project
311 South Juniper Street
Suite 308
Philadelphia, Pennsylvania
19107 U.S.A.

Phone: (215) 546-1276
Fax: (215) 545-1395
E-mail: hlphpc@libertynet.org
Web Page: www.libertynet.org:80/hcpa

Contact Person or Department: Patricia Fields-Benjamin

The Health Promotion Council of Southeastern Pennsylvania is an independent, non-profit corporation. It is dedicated to promoting healthy behaviours and reducing premature death and disability - especially among those at greatest risk. Pamphlets are available as copier-ready masters. The Health Literacy Project specializes in producing and distributing easy-to-read materials on disease prevention and control for people with low literacy skills.

Language: English. Some titles are also available in Spanish, Cambodian, Chinese and Vietnamese.

Selling Price: Sample copies are free. Copier-ready masters are \$12.50 (US \$) each or 5 for \$50.00 (US \$).

Titles, Grade Levels and Design Ratings:

Grade 4

- 🍏🍏🍏 1. It's Making Me Sick! Alcohol and High Blood Pressure
- 🍏🍏🍏 2. Your Best Body: A Story About Losing Weight Part 1
- 🍏🍏🍏 3. Your Best Body: A Story About Losing Weight Part 2
- 🍏🍏🍏 4. Your Best Body: A Story About Losing Weight Part 3
- 🍏🍏🍏 5. Your Best Body: A Story About Losing Weight Part 4

Grade 5

- 🍏🍏🍏 6. Dealing with Stress Positively
- 🍏🍏🍏 7. Friends Help Friends Deal with Stress
- 🍏🍏 8. I'm Doing This for Me! Mr. Hudson Goes on a Diet
- 🍏🍏🍏 9. Mrs. Jefferson Goes to the Hospital
- 🍏🍏 10. Put Away Your Frying Pan: Cooking for Good Health
- 🍏🍏🍏 11. You Can Enjoy Your Sex Life and Still Take Your High Blood Pressure Medicine

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**Grade 6**

- 🍏🍏🍏 12. Ask the Doctor: Barbershop Advice
- 🍏🍏 13. Exercise is for you too: The Odette Winters Show
- 🍏🍏🍏 14. High Blood Pressure
- 🍏🍏🍏 15. How Did You Quit? (smoking)
- 🍏🍏🍏 16. It's Time to Quit! (smoking)
- 🍏🍏🍏 17. Living with Diabetes: Foods We Should Eat or Should Not Eat
- 🍏🍏🍏 18. Living with Diabetes: Mrs. Wang Learns about How Much is Too Much
- 🍏🍏🍏 19. Living with Diabetes: Rhonda Finds Out About Food
- 🍏🍏🍏 20. Living with Diabetes: Rhonda Has Diabetes
- 🍏🍏🍏 21. Mr. Bates Learns About Cholesterol
- 🍏🍏🍏 22. Put the Fat Back!
- 🍏🍏🍏 23. Where to Go? The Emergency Room or the Clinic?
- 🍏🍏🍏 24. You May Have It and Not Know It! High Blood Pressure is a Big Problem for African Americans

Grade 7

- 🍏🍏🍏 25. Eat Less Salt, Lower Your Blood Pressure
- 🍏🍏🍏 26. Get Up and Move!
- 🍏🍏🍏 27. Living with Diabetes: Mrs. Wang Gets the Word On Exercise
- 🍏🍏🍏 28. Living with Diabetes: Mrs. Wang Has Diabetes
- 🍏🍏🍏 29. Living with Diabetes: Mrs. Wang Learns About Insulin
- 🍏🍏🍏 30. Living with Diabetes: Rhonda Gets the Word on Exercise
- 🍏🍏🍏 31. Living with Diabetes: Rhonda Learns About Insulin
- 🍏🍏🍏 32. Stay Regular, Eat High Fiber Foods

Grade 8

- 🍏🍏🍏 33. After Menopause: Women and Heart Disease
- 🍏🍏 34. Blacks Can't Afford to Gamble with High Blood Pressure

PART 2

Heart & Stroke Foundation of Manitoba

Plain Language
Health
Information
A list of
organizations
and titles



302-352 Donald Street
Winnipeg, Manitoba
R3H 2H8 Canada

Phone: (204) 949-2000
Fax: (204) 957-1365
E-mail: n/a
Web Page: www.hsf.ca

Contact Person or Department: Maria Wojciechowski, Health Promotion Assistant/Resources

The Heart and Stroke Foundation of Canada aims to further the study, prevention and reduction of disability and death from heart disease and stroke through research, education and the promotion of healthy lifestyles.

Language: English
Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 7

🍏🍏🍏 1. Hearts are for Life



Immigrant Women's Health Centre

489 College Street
Suite 200
Toronto, Ontario
M6G 1A5 Canada

Phone: (416) 323-9986
Fax: (416) 323-0447
E-mail: iwhc@on.aibn.com
Web Page: n/a

Contact Person or Department: Amina Ramji or Filomena Carvalho

This publication is written by immigrant women and for immigrant women. It covers a variety of health topics of importance to women including reproduction and family planning, cancer, HIV/AIDS, mental health and stress.

Language: English, Spanish, Portuguese, Chinese, Vietnamese, Italian and Tamil.

Selling Price: \$5.00 (CDN \$) per copy plus Shipping & Handling.

Titles, Grade Levels and Design Ratings:

Grade 7

🍏🍏 1. Immigrant Women's Health Handbook

PART 2

Lamaze International

Plain Language
Health
Information
A list of
organizations
and titles



1200 19th Street NW
Suite 300
Washington, DC
20036-2422 U.S.A.

Phone: 1-800-368-4404 or (202) 857-1128
Fax: (202) 223-4579
E-mail: lamaze@dc.sba.com
Web Page: www.lamaze-childbirth.com

Contact Person or Department: Lisa Leftwich

Lamaze International strives to promote normal, natural, healthy and fulfilling childbearing experiences for women and their families through education, advocacy and reform.

Language: English
Selling Price: \$9.95 (US \$)

Titles, Grade Levels and Design Ratings:

Grade 7-8

- 🍏🍏🍏 1. Having a Baby: A Quick & Easy Guide



Laubach Literacy of Canada

70 Crown Street
Suite 225
Saint John, New Brunswick
E2L 2X6 Canada

Phone: (506) 634-1980
Fax: (506) 634-0944
E-mail: laubach@nbnet.nb.ca
Web Page: www.nald.ca/LLC.htm

Contact Person or Department: Beatrice Arbo, Co-Manager

Laubach Literacy of Canada is a national non-profit, charitable organization committed to raising literacy awareness in Canada. Laubach provides training to help people improve their basic and functional skills in reading, writing, speaking, listening, numeracy and other life skills. Laubach Literacy of Canada is the Canadian affiliate of Laubach Literacy International.

In the United States, please contact New Reader's Press or Laubach Literacy (U.S.) for any of the listed publications:

New Reader's Press

Dept. W
PO Box 888
Syracuse, New York
13210-0888
Phone: (800) 448-8878
Fax: (315) 422-5561

Laubach Literacy

P.O. Box 131
Syracuse, New York
13210
Phone: 1-888-528-2224 or (315) 422-9121
Fax: (315) 422-6369

Language: English

Selling Price: The listed titles range in price from \$8.50 to \$23.00 (CDN \$). For complete pricing information, including G.S.T. and Shipping & Handling, please contact Laubach Literacy of Canada. For U.S. prices, please contact Laubach Literacy U.S. or New Reader's Press.

Titles, Grade Levels and Design Ratings:

Grade 4

🍏🍏🍏 1. When a Baby is New

Grade 5

🍏🍏🍏 2. A Good Beginning: Enjoying Your Baby's First Year
🍏🍏🍏 3. As A Child Grows

PART 2

Plain Language
Health
Information
A list of
organizations
and titles



Grade 6

- 🍏🍏🍏 4. About Cancer
- 🍏🍏🍏 5. Eating Right
- 🍏🍏🍏 6. Help Yourself to Health
- 🍏🍏🍏 7. The Childbearing Year
- 🍏🍏🍏 8. The Safe, Self-Confident Child
- 🍏🍏🍏 9. This is Your Body

Grade 7

- 🍏🍏🍏 10. About Alcohol and Other Drugs
- 🍏🍏🍏 11. Aging with Confidence
- 🍏🍏🍏 12. Food & Fitness
- 🍏🍏🍏 13. Getting Fit
- 🍏🍏🍏 14. Getting Good Health Care
- 🍏🍏🍏 15. Having a Baby: A Quick and Easy Guide
- 🍏🍏🍏 16. Health and Safety in the Workplace
- 🍏🍏🍏 17. Managing Stress
- 🍏🍏🍏 18. Staying Well
- 🍏🍏🍏 19. Women's Health: A Quick and Easy Guide
- 🍏🍏🍏 20. You Can Give First Aid

Grade 8

- 🍏🍏🍏 21. About AIDS



Literacy B.C.

#601-510 West Hastings Street
Vancouver, British Columbia
V6B 1L8 Canada

Phone: (604) 684-0624
Fax: (604) 684-8520
E-mail: literacy_bc@douglas.bc.ca
Web Page: www.nald.ca/lbc.htm

Contact Person or Department: Sandy Middleton

Literacy B.C. promotes and supports literacy activities in British Columbia. It offers information, resources and consultation services for people involved in literacy and basic skills training. Literacy B.C. also provides workshops and conferences for literacy practitioners and adult learners and publishes a bi-monthly newsletter on a variety of literacy topics.

Language: English
Selling Price: Prices vary according to quantity ordered. Please contact Literacy B.C. for accurate pricing information.

Grade 6

🍏 1. Hand in Hand: Helping Your Child Grow

PART 2

Maine Area Health Education Center (AHEC) Health Literacy Center

Plain Language
Health
Information
A list of
organizations
and titles



University of New England
Hills Beach Road
Biddeford, Maine
04005 U.S.A.

Phone: (207) 283-0170
Fax: (207) 286-9493
E-mail: cpelletier@mailbox.une.edu
Web Page: www.une.edu/hlit

Contact Person or Department: Claire Pelletier, Administrative Assistant

The Maine Area Health Education Center (AHEC) Health Literacy Center helps plan and create attention-getting communications which are clear and simple. It provides consulting, training and materials development. Clients include the United States federal and state governments, hospitals, national health agencies, insurance programs, community health organizations, health professionals and private industry. It also distributes a series of health fact sheets in plain language.

Language: English
Selling Price: Sample copies are \$0.25 each (minimum of \$2.00). Copy-ready masters are \$1.00 each (minimum of \$5.00). Prices are in U.S. dollars. For further pricing information, please contact the Maine AHEC Health Literacy Centre.

Titles, Grade Levels and Design Ratings:

Grade 4

🍏🍏🍏 1. Who Should Get the AIDS Test?

Grade 5

- 🍏🍏🍏 2. Help Your Child Be Healthy - Food and Exercise Tips for Parents of Children Ages 2-5
- 🍏🍏🍏 3. Laugh and be Healthy
- 🍏🍏🍏 4. Save Money on Food
- 🍏🍏🍏 5. You Can Control Your High Blood Pressure

PART 2

**Plain Language
Health
Information
A list of
organizations
and titles**

**Grade 6**

- 🍏🍏🍏 6. Are You 50 or Over? Still Smoking? Thinking About Quitting?
- 🍏🍏🍏 7. Cars Can Kill
- 🍏🍏🍏 8. Fever in Children Ages 2 and Up
- 🍏🍏🍏 9. Fluoride Facts for Parents
- 🍏🍏🍏 10. How to Breastfeed Your New Baby
- 🍏🍏🍏 11. Keep Your Teeth for Life: Prevent Gum Disease
- 🍏🍏🍏 12. Taking Care of Baby's Teeth - For Parents of Children Ages Birth-3 Years
- 🍏🍏🍏 13. Taking Care of Your Child's Mouth - For Parents of Children Ages 3-5
- 🍏🍏🍏 14. You Can Stop Smoking
- 🍏🍏🍏 15. You Just Quit Smoking - Good for You!
- 🍏🍏🍏 16. You're Pregnant - There's Never Been a Better Time to Quit Smoking

Grade 7

- 🍏🍏🍏 17. A Test for Women: Every Woman, Every Year (Pap)
- 🍏🍏🍏 18. Dental Sealants Help Prevent Tooth Decay
- 🍏🍏🍏 19. Do You Know Someone Who Has a Drinking Problem?
- 🍏🍏🍏 20. For Women 50 and over: Your Yearly Mammogram
- 🍏🍏🍏 21. Give Your Child a Healthy Start (Diphtheria, Tetanus, Pertussis)
- 🍏🍏🍏 22. Listen Up! Loud Noises Can Hurt You
- 🍏🍏🍏 23. Second hand Smoke Can Hurt You
- 🍏🍏🍏 24. Want to Look Better and Feel Good? Eat Less Fat!
- 🍏🍏🍏 25. When You Need Medicine to Stay Healthy - Tips for People Who Take Medicine Every Day

Grade 7-8

- 🍏🍏🍏 26. Major Depression (Depressive Disorder) - What is it?
- 🍏🍏🍏 27. You Have Diabetes

Grade 8

- 🍏🍏🍏 28. Mental Illness - What is it?
- 🍏🍏🍏 29. Take Care of Yourself to Avoid STD
- 🍏🍏🍏 30. Thinking About Your Baby's Health Before You Become Pregnant
- 🍏🍏🍏 31. Tuberculosis (TB) is back in Maine

PART 2 Manitoba Health - Home Care Program

Plain Language
Health
Information
A list of
organizations
and titles



Manitoba Health
800 Portage Avenue
Winnipeg, Manitoba
R3G 0N4 Canada

Phone: n/a
Fax: n/a
E-mail: n/a
Web Page: n/a

Contact Person or Department: Corinne Eisenbraun, Dietitians of Canada
Fax: (204) 233-7764
E-mail: ceisenbraun@dietitians.ca

The *Manitoba Home Care Nutrition Resource Guide* was produced in co-operation with Dietitians of Canada. To order a copy, contact Dietitians of Canada. The first part of the guide is for health professionals and dietitians. This section includes a tool to screen for nutritional problems in home care clients. The guide also provides health and nutritional information sheets and consumer information and will be available in the Fall of 1999.

Language: English, French
Selling Price: The price is yet to be determined. After Fall 1999, please contact Dietitians of Canada for pricing information.

Titles, Grade Levels and Design Ratings:

Grade 8

- 🍏🍏🍏 1. Manitoba Home Care Nutrition Resource Guide

National Brain Tumor Foundation

785 Market Street
Suite 1600
San Francisco, California
94103 U.S.A.

Phone: 1-800-934-2873 (for U.S. residents) or (415) 284-0208

Fax: (415) 284-0209

E-mail: nbtf@braintumor.org

Web Page: www.braintumor.org

Contact Person or Department: Cathy Clarence

The National Brain Tumor Foundation provides patients and their families with information to successfully cope with this illness. It offers seminars, national and regional conferences, printed materials, access to patient support groups across the U.S. and Canada and a quarterly newsletter. The Foundation also funds research that will result in more effective treatments and eventually a cure.

Language: English

Selling Price: \$1.95 (US \$)

Titles, Grade Levels and Design Ratings:

Grade 8

🍏🍏🍏 1. Brain Tumors: Understanding Your Care

Plain Language
Health
Information
A list of
organizations
and titles



PART 2

Plain Language
Health
Information
A list of
organizations
and titles



**National Cancer Institute
(National Institutes of Health)**

Publications Ordering Service
P.O. Box 24128
Baltimore, Maryland
21227 U.S.A.

Phone: 1-800-422-6237 (for U.S. residents) or (301) 496-4000
Fax: (301) 330-7968
E-mail: cisocc@nih.gov
Web Page: www.nci.nih.gov

Contact Person or Department: Publications Ordering Service

The National Cancer Institute (NCI) is a division of the National Institutes of Health (NIH). The National Cancer Institute coordinates the National Cancer Program, which conducts and supports research, training, health information dissemination, and other programs related to the cause, diagnosis, prevention, and treatment of cancer. Other topics of concern to the NCI are rehabilitation from cancer, continuing care for cancer patients and support to the families of cancer patients. Many of the publications listed here can be printed from the Internet.

Language: English
Selling Price: Single copies are free. Please contact the Publications Ordering Service for bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. The Pap Test: It Can Save Your Life!

Grade 7

- 🍏🍏 2. Having a Pelvic Exam and Pap Test
- 🍏🍏🍏 3. Help Yourself During Chemotherapy
- 🍏🍏🍏 4. Mammograms: Not Just Once, But for a Lifetime
- 🍏🍏🍏 5. Pap Tests: A Healthy Habit for Life

Grade 8

🍏🍏🍏 6. Get Relief from Cancer Pain



National Heart, Lung & Blood Institute (National Institutes of Health)

NHLBI Information Center
P.O. Box 30105
Bethesda, Maryland
20824-0105 U.S.A.

Phone: (301) 592-8573
Fax: (301) 592-8563
E-mail: nhlbiic@dgsys.com
Web Page: www.nhlbi.nih.gov

Contact Person or Department: Information Specialist

The National Heart Lung and Blood Institute (NHLBI) is a division of the National Institutes of Health (NIH). The NHLBI concerns itself with the causes, prevention, diagnosis, and treatment of heart, blood vessel, lung and blood diseases, and sleep disorders. It also conducts educational activities and develops materials on the above diseases and disorders, with an emphasis on prevention. The listed titles are from a series entitled Preventing Heart Disease. They are also available on the Internet.

Language: English, Spanish
Selling Price: \$3.00 (US \$) for the set of 8 booklets.

Titles, Grade Levels and Design Ratings:

Grade 6

- 🍏🍏🍏 1. Protect Your Heart - Lower Your Blood Cholesterol!
- 🍏🍏🍏 2. Take Steps - Prevent High Blood Pressure!

Grade 7

- 🍏🍏🍏 3. Cut Down on Fat - Not on Taste!
- 🍏🍏🍏 4. Cut Down on Salt and Sodium!
- 🍏🍏🍏 5. Kick the Smoking Habit!
- 🍏🍏🍏 6. Stay Active and Feel Better!
- 🍏🍏🍏 7. Watch Your Weight!

Grade 8

- 🍏🍏🍏 8. Learn Your Cholesterol Number!

PART 2

Plain Language
Health
Information
A list of
organizations
and titles



**National Institute of Dental and Craniofacial Research
(National Institutes of Health)**

31 Center Drive
M5C 2190
Building 31, Room 5B49
Bethesda, Maryland
20892-2190 U.S.A.

Phone: (301) 496-4261
Fax: (301) 496-9988
E-mail: nidrinfo@od31.nidr.nih.gov
Web Page: www.nidcr.nih.gov

Contact Person or Department: Lavonne Spriggs

The National Institute of Dental and Craniofacial Research (NIDCR) is a division of the National Institutes of Health (NIH). The NIDCR promotes the oral, dental and craniofacial health of Americans. Its goals are to promote health, to prevent diseases, and to develop new treatments. Some NIDCR publications are available on the Internet.

Language: English. Some titles in Spanish also.
Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. A Healthy Mouth for Your Baby

Grade 8

🍏🍏 2. Plaque: What it is and how to get rid of it

🍏🍏 3. Seal Out Dental Decay



National Institute of Diabetes and Digestive and Kidney Diseases (National Institutes of Health)

National Diabetes Information Clearinghouse
1 Information Way
Bethesda, Maryland
20892-3560 U.S.A.

Phone: (301) 654-3327 or (301) 654-4415
Fax: (301) 907-8906
E-mail: nddic@info.niddk.nih.gov, ndic@info.niddk.nih.gov,
inquiries@hq.niddk.nih.gov
Web Page: www.niddk.nih.gov

Contact Person or Department:

The National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) is a division of the National Institutes of Health (NIH). The NIDDK conducts and supports research on many of the most serious diseases affecting public health. These include metabolic diseases such as diabetes, endocrine disorders, digestive diseases, urology and renal disease, and hematology.

Language: English, Spanish
Selling Price: Single copies are free. Please contact the Institute for bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. Exercising Your Pelvic Muscles

Grade 6-7

🍏🍏🍏 2. Why Does Milk Bother Me?

Grade 7

- 🍏🍏🍏 3. Bladder Control for Women
- 🍏🍏🍏 4. I Have Diabetes: When Should I Eat?
- 🍏🍏🍏 5. Talking to Your Health Care Team About Bladder Control
- 🍏🍏🍏 6. What Are Kidney Stones?
- 🍏🍏🍏 7. What Do I Need to Know About Hepatitis B?
- 🍏🍏🍏 8. Why Do I Have Gas?
- 🍏🍏🍏 9. Your Body's Design for Bladder Control

PART 2

Plain Language
Health
Information
A list of
organizations
and titles



Grade 8

- 🍏🍏🍏 10. I Have Diabetes: How Much Should I Eat?
- 🍏🍏🍏 11. I Have Diabetes: What Should I Eat?
- 🍏🍏🍏 12. Menopause and Bladder Control
- 🍏🍏🍏 13. Pregnancy, Childbirth and Bladder Control
- 🍏🍏🍏 14. What Do I Need To Know About Hepatitis A?
- 🍏🍏🍏 15. What Do I Need To Know About Hepatitis C?
- 🍏🍏🍏 16. Why Am I Constipated?
- 🍏🍏🍏 17. Your Medicines and Bladder Control



National Organization on Fetal Alcohol Syndrome

418 C Street, NE
Washington, D.C.
20002 U.S.A.

Phone: (202) 785-4585
Fax: (202) 466-6456
E-mail: nofas@erols.com
Web Page: www.nofas.org

Contact Person or Department: Kathy Mitchell

The National Organization on Fetal Alcohol Syndrome (NOFAS) is a non-profit organization dedicated to eliminating birth defects caused by alcohol consumption during pregnancy and improving the quality of life for affected individuals and their families. NOFAS is the only national organization focusing solely on Fetal Alcohol Syndrome, the leading known cause of mental retardation. NOFAS piloted many of its programs in Native American communities and continues to take a multicultural approach to prevention and healing in communities throughout the United States.

Language: English, Spanish
Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 7

1. Drinking and Your Pregnancy

PART 2

New Star Books Ltd.

Plain Language
Health
Information
A list of
organizations
and titles



#107-3477 Commercial Street
Vancouver, British Columbia
V5N 4E8 Canada

Phone: (604) 738-9429
Fax: (604) 738-9332
E-mail: newstar@pinc.com
Web Page: n/a

Contact Person or Department: Viola Funk, Assistant to the Publisher

Since the mid-1970's, New Star Books Ltd. has been publishing a wide range of books, including many titles on social justice issues. For a full catalogue of titles, please contact New Star Books Ltd.

Language: English
Selling Price: *No Way To Live* is \$14.00 (CDN \$) plus G.S.T. and Shipping & Handling.
A Child is Not a Toy is \$14.95 (CDN \$) plus G.S.T. and Shipping & Handling.

Titles, Grade Levels and Design Ratings:

Grade 6

🍏🍏🍏 1. A Child is Not a Toy: Voices of Children in Poverty

Grade 7-8

🍏🍏🍏 2. No Way To Live: Poor Women Speak Out



NTC/Contemporary Publishing Group

4255 West Touhy Avenue
Lincolnwood, Illinois
60646-1975 U.S.A.

Phone: 1-800-621-1918 or (847) 679-5500

Fax: 1-800-998-3103 or (847) 679-2494

E-mail: ntcpub@tribune.com

Web Page: www.contemporarybooks.com

Contact Person or Department: Customer Service Department

NTC/Contemporary Publishing Group also has sales offices across Canada. For the location nearest you, please contact:

Canadian Sales Office
1285 Vancouver Street, Box 2319
Squamish, British Columbia
V0N 3G0
phone: (604) 892-5808
fax: (604) 892-1045

Language: English

Selling Price: \$8.95 (CDN \$) each or \$37.95 (CDN \$) for the set.

Titles, Grade Levels and Design Ratings:

Grade 5

- 🍏🍏🍏 1. Angry Feelings
- 🍏🍏🍏 2. Reading Together
- 🍏🍏🍏 3. Why Does Baby Cry?

Grade 6

- 🍏🍏🍏 4. Changes and Choices
- 🍏🍏🍏 5. Johnson and Son
- 🍏🍏🍏 6. Making it Right

PART 2 Ontario Breast Screening Program

Plain Language
Health
Information
A list of
organizations
and titles



620 University Avenue
Toronto, Ontario
M5G 2L7 Canada

Phone: (416) 217-1231
Fax: (416) 971-6888
E-mail: sshedden@cancercare.on.ca
Web Page: www.cancercare.on.ca/obsp/

Contact Person or Department: Sylvia Shedden, Administrator

The Ontario Breast Screening Program provides breast screening to women aged 50 and over in the province of Ontario. Services include mammography, clinical breast examination and instruction in breast self-examination. The Program has also produced several videos on breast self-examination and screening.

Language: English, French (*BSE Guide* available in Spanish, Italian, Portuguese, German, Chinese.)

Selling Price: Free

Titles, Grade Levels and Design Ratings:

Grade 7

- 🍏 1. Are You a Woman Over Age 50? Finding Breast Cancer Early Could Save Your Life

Grade 8

- 🍏 2. Breast Self-Examination Guide: Early Detection is Your Breast Protection



Paper Birch Publishing

89 Wilkinson Crescent
Portage la Prairie, Manitoba
R1N 1A7 Canada

Phone: (204) 857-7365
Fax: (204) 239-6918
E-mail: discover@cpnet.net
Web Page: www.nald.ca/meals.htm

Contact Person or Department: see below

Meals for Good Health is a cookbook as well as a guide to healthy living. Readers can learn how to make healthy lifestyle changes including eating less fat, choosing nutritious high-fibre foods, and walking for health. *Meals for Good Health* can be ordered in bulk directly from Paper Birch Publishing. Individual copies are available through the Canadian Diabetes Association (1-800-226-8464), at selected drugstores and at bookstores across Canada. There is also a *Meals for Good Health* manual for dietitians; it is written at a higher grade level.

Language: English
Selling Price: \$29.95 (CDN \$) for the cookbook. \$19.95 (CDN \$) for the manual.

Titles, Grade Levels and Design Ratings:

Grade 7-8

🍏🍏🍏 1. Meals for Good Health Cookbook

PART 2

Practice Development Inc. - PrenatalEd.com

Plain Language
Health
Information
A list of
organizations
and titles



2821 Second Avenue
Suite 1601
Seattle, Washington
98121 U.S.A.

Phone: 1-800-444-8806 (for U.S. residents) or (206) 441-7046
Fax: (206) 728-1926
E-mail: sandras@uwashington.edu, SandraSmith@PrenatalEd.com
Web Page: www.PrenatalEd.com

Contact Person or Department: Sandra Smith or Betty Carey

PrenatalEd.com acts as a resource centre for prenatal care providers and professionals. It offers health education, patient education, health promotion and information on maternal/infant health. It also offers a free monthly e-mail newsletter.

Language: English, Spanish
Selling Price: Price depends on quantity ordered. Please call the phone number listed above or visit the website for accurate pricing information.

Titles, Grade Levels and Design Ratings:

The series entitled, *Beginnings: A Practical Guide Through Your Pregnancy*, is available as a set made up of 6 booklets:

Grade 6

- 🍏 1. Self Care for Your Body & Your Baby
- 🍏 2. Your Baby's Growth & Development (6th month)

Grade 7

- 🍏 3. You Are a Mother Now
- 🍏 4. Your Baby's Growth & Development (7th month)
- 🍏 5. Your Changing Body

Grade 8

- 🍏 6. Your Baby's Growth & Development (5th month)



RECLAIM - The Reading Council for Literacy Advance in Montreal

6310 Somerled Avenue
Room 22
Montreal, Quebec
H3X 2B8 Canada

Phone: (514) 369-7835
Fax: (514) 369-7837
E-mail: n/a
Web Page: www.nald.ca/reclhome.htm

Contact Person or Department: Ricki Goldstein, Executive Director

RECLAIM (The Reading Council for Literacy Advance in Montreal) is a non-profit organization providing free, confidential, individualized literacy instruction to adults, using trained volunteers. RECLAIM is committed to raising the public's awareness of literacy-related issues.

Language: English
Selling Price: \$5.00 (CDN \$) plus Shipping & Handling.

Titles, Grade Levels and Design Ratings:

Grade 7

🍏🍏🍏 1. Alcoholic Beverages

PART 2

Regina Home Economics for Living Project (HELP)

Plain Language
Health
Information
A list of
organizations
and titles



2156 Albert Street
Regina, Saskatchewan
S4P 2T9 Canada

Phone: (306) 347-7877
Fax: (306) 347-7792
E-mail: n/a
Web Page: n/a

Contact Person or Department: Lucille Saum, Executive Director

The Regina Home Economics for Living Project (HELP) is a non-profit agency. The staff design and deliver workshops, develop plain language materials and provide counselling services. They help consumers deal with issues such as: stretching dollars, managing money, exploring life choices and making nutritious food choices.

Language: English
Selling Price: *Kitchen Smarts Manual, Shopping Skills Manual and Grow Regina* are \$15.00 each with master copies available for \$50.00 each.
One Pot Meals, Diabetic Friendly Cooking and What to Do When Food Goes Yuck! are \$7.50 each.
Food Fact Sheets are \$0.25-\$0.50 each, masters are \$5.00-\$10.00 each.
All prices are in Canadian dollars.
Shipping & Handling charges are added to all orders.

Titles, Grade Levels and Design Ratings:

Regina Home Economics for Living Project (HELP) has produced a collection of over 60 *Food Fact Sheets* in addition to the manuals listed below. For a complete list of titles, please contact Regina HELP.

Grade 6

- 🍏🍏🍏 1. Beets Fact Sheet
- 🍏🍏🍏 2. Cabbage Fact Sheet
- 🍏🍏🍏 3. Celery Fact Sheet
- 🍏🍏🍏 4. Diabetic Friendly Cooking
- 🍏🍏🍏 5. One Pot Meals
- 🍏🍏🍏 6. Rhubarb Fact Sheet
- 🍏🍏🍏 7. Shopping Skills Manual
- 🍏🍏🍏 8. Star Fruits Fact Sheet
- 🍏🍏🍏 9. Tomatoes Fact Sheet

PART 2

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Grade 7

- 🍏🍏🍏 10. Ground Beef Fact Sheet
- 🍏🍏🍏 11. Kitchen Smarts Manual
- 🍏🍏🍏 12. Lentils Fact Sheet
- 🍏🍏🍏 13. Peaches and Nectarines Fact Sheet
- 🍏🍏🍏 14. What to Do When Food Goes Yuck!
- 🍏🍏🍏 15. Zucchini Fact Sheet

Grade 8

- 🍏🍏🍏 16. Grow Regina Manual (gardening, preserving)



PART 2 Society of Obstetricians and Gynaecologists of Canada

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and titles



774 Echo Drive
Ottawa, Ontario
K1S 5N8 Canada

Phone: (613) 730-4192
Fax: (613) 730-4314
E-mail: klapointe@sogc.com
Web Page: www.sogc.com

Contact Person or Department: Kathy Lapointe

The Society of Obstetricians and Gynaecologists (SOGC) of Canada promotes reproductive health for all Canadian women. SOGC develops guidelines and standards of practice for health professionals and educational programs for the public. The pamphlet *Heart Disease: Let's Talk About It! A Guide for Women in Midlife* was produced by SOGC and the Heart and Stroke foundation of Canada.

Languages: English, French

Selling Price: The *Bringing Baby Safely Into the World* pamphlets are sold as a package containing all 5 titles, \$60.00 for 25 sets, \$85.00 for 50 sets. A package of 50 copies of *Heart Disease: Let's Talk About It! A Guide for Women in Midlife* sells for \$40.00. All prices are in Canadian dollars.

Titles, Grade Levels and Design Ratings:

Grade 7-8

The following SOGC publications, from the series entitled *Bringing Baby Safely Into the World*, are sold as a set.

- 🍏🍏🍏 1. Inducing Labour
- 🍏🍏🍏 2. Learning About Labour
- 🍏🍏🍏 3. Listening to Your Baby During Labour
- 🍏🍏🍏 4. Overdue Babies
- 🍏🍏🍏 5. Vaginal Birth After Caesarean Birth (VBAC)

Grade 8

- 🍏🍏 6. Heart Disease: Let's Talk About It! A Guide for Women in Midlife



Vancouver/Richmond Health Board

1060 West 8th Avenue
Vancouver, British Columbia
V6H 1C4 Canada

Phone: (604) 730-7664 or (604) 736-2033

Fax: (604) 734-7897

E-mail: edwina_weaver@vrhb.bc.ca

Web Page: n/a

Contact Person or Department: Edwina Weaver, Forms Co-ordinator

The Vancouver/Richmond Health Board has produced a series of more than 70 fact sheets on a wide variety of topics. For a complete list of titles, please contact the Board.

Language: English. Some publications in Spanish, Chinese, Vietnamese and Punjabi.

Selling Price: Prices vary. Please contact the Vancouver/Richmond Health Board for accurate pricing information.

Titles, Grade Levels and Design Ratings:

Grade 5

- 🍏🍏🍏 1. How Much to Feed Your Baby: 6 Months -1 year

Grade 5-6

- 🍏🍏🍏 2. Finger Foods: 6 Months - 1 year

Grade 6

- 🍏🍏🍏 3. Babies and Food Allergies - Birth to 3 Years
 🍏🍏🍏 4. Breastfeeding: Getting Started
 🍏🍏🍏 5. Flossing and Brushing for a Healthy Smile
 🍏🍏🍏 6. Speaking in Sentences
 🍏🍏🍏 7. Talking to Your Baby is Important
 🍏🍏🍏 8. Verbal Reasoning: Making Sense
 🍏🍏 9. What to Feed Your Baby: Sample Meal Plan
 🍏🍏🍏 10. Why Your Baby Cries

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Grade 7

- 🍏🍏🍏 11. Baby Talk: Understanding Your Baby’s Communication
- 🍏🍏🍏 12. Breastfeeding: Common Concerns
- 🍏🍏🍏 13. Crossed Eyes and Unequal Vision
- 🍏🍏🍏 14. Early Language
- 🍏🍏🍏 15. Eye Safety
- 🍏🍏 16. Eyes: Birth-6 Months
- 🍏🍏 17. Home Prepared Baby Foods
- 🍏🍏🍏 18. How to Express Breastmilk
- 🍏🍏🍏 19. Is Breastfeeding Going Well?
- 🍏🍏🍏 20. Sleep and Your Young Child
- 🍏🍏🍏 21. Some Medicines for ADD or ADHD
- 🍏🍏🍏 22. Starting to Use Words
- 🍏🍏🍏 23. Talking With Your Child About Puberty
- 🍏🍏 24. Tasty Recipes for Your Baby (Over 6 Months of Age)
- 🍏🍏 25. The 3 Year Old Asks
- 🍏🍏🍏 26. The Morning Struggle: 2-5 Years
- 🍏🍏 27. Toddlers and Temper Tantrums
- 🍏🍏 28. Toilet Training
- 🍏🍏 29. Why is this Happening? (Puberty)
- 🍏🍏🍏 30. Your Baby’s Hearing

Grade 8

- 🍏🍏🍏 31. Birth Control Pills - “The Pill”
- 🍏🍏🍏 32. Circumcision: Information for Parents
- 🍏🍏 33. Dysfluency
- 🍏🍏🍏 34. Hepatitis B Vaccine
- 🍏🍏🍏 35. How to Clean Breastfeeding Equipment
- 🍏🍏🍏 36. How to Store Breastmilk
- 🍏🍏 37. Iron for Your Baby: 6 Months-1 year
- 🍏🍏🍏 38. Middle Ear Problems
- 🍏🍏🍏 39. Positive Discipline for Preschoolers
- 🍏🍏🍏 40. Separation Anxiety
- 🍏🍏🍏 41. Understanding Your Child’s Feelings: Birth to 18 Months
- 🍏🍏 42. What We All Need to Know About Sexually Transmitted Diseases



The Vocational and Rehabilitation Research Institute (VRRRI)

3304-33rd Street N.W.
Calgary, Alberta
T2L 2A6 Canada

Phone: (403) 284-1121
Fax: (403) 289-6427
E-mail: vrrri@cadvision.com
Web Page: www.vrrri.org

Contact Person or Department: Janet Pringle

The Vocational and Rehabilitation Research Institute (VRRRI) provides services to people with disabilities and conducts research to enhance their quality of life. It has produced a set of multicultural illustrations for the computer. The diskette contains 25 graphics, showing different facial expressions, cultural diversity and ability diversity.

Language: English

Selling Price: Publications are free except for the cost of a self-addressed, stamped envelope. The diskette of graphics is \$70.00 (CDN \$).

Titles, Grade Levels and Design Ratings:

Grade 6

- 🍏🍏🍏 1. Diabetes and You
- 🍏🍏🍏 2. What is Epilepsy?

Grade 7

- 🍏🍏🍏 3. Depression
- 🍏🍏🍏 4. Survey Consent Form

Grade 7-8

- 🍏🍏🍏 5. Learn About Smoking and People with Developmental Disabilities

Grade 8

- 🍏🍏 6. Sexuality and Women with Disabilities

PART 2

Yellowknife Health & Social Services Board

Plain Language
Health
Information
A list of
organizations
and titles



Box 608
Yellowknife, Northwest Territories
X1A 2N5 Canada

Phone: (867) 920-6552
Fax: (867) 920-4015
E-mail: miriam_wideman@gov.nt.ca
Web Page: n/a

Contact Person or Department: Regional Health Promotion Officer

Yellowknife Health and Social Services recognizes individuals and families as the centre of all programs and services. Their mission is to provide a holistic (emotional/social/spiritual/cultural) range of health and social service programs.

Language: English
Selling Price: Single copies are free. Please contact Yellowknife Health and Social Services for bulk prices.

Titles, Grade Levels and Design Ratings:

Grade 6

- 🍏🍏🍏 1. You and Your Baby: Caring Choices
- 🍏🍏🍏 2. You and Your Baby: Healthy Weight Gain

Grade 7

- 🍏🍏🍏 3. You and Your Baby: Taking Care of Yourself

PART

3

Alphabetical List of Organizations



PART



3

Alphabetical List of Organizations



Organizations

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PART

4

Appendices

A: S.M.O.G

B: Clear Design Tips

C: Plain Language Tips



APPENDIX



How to Use the S.M.O.G. Readability Formula

(Simple Measure Of Gobbledegook)

If the text has 30 or more sentences:

1. Count off 30 sentences within the document: 10 consecutive sentences at the beginning, in the middle, and near the end of the text. Do not include titles and headings.
2. Mark all polysyllabic words (words with three or more syllables) in the 30-sentence sample.
3. Count the total number of polysyllabic words.
4. Find the nearest square root of this total.
5. Add a constant of three to the square root. This gives you the reading level a person must have to understand the text.

If the text has less than 30 sentences:

1. Count all polysyllabic words in the text.
2. Count the number of sentences in the text.
3. Find the average number of polysyllabic words per sentence:

$$\text{average} = \frac{\text{Total \# of polysyllabic words}}{\text{Total \# of sentences}}$$
4. Subtract the total number of sentences from 30 and multiply the remainder by the average number of polysyllabic words per sentence.
5. Add this figure to the total number of polysyllabic words.
6. Find the square root and add the constant of 3. This gives you the reading level a person must have to understand the text.

Additional Guidelines for Using the S.M.O.G.

- Hyphenated words are considered one word.
- Numbers that are in numeric form should be pronounced to determine if they are polysyllabic. (Example: 337 has 8 syllables.)
- Proper nouns, if polysyllabic, should be counted too.
- Abbreviation should be read as unabbreviated to determine if they are polysyllabic. (Example: ON, for Ontario, has four syllables.)
- Include the repetitions of the same word, no matter how often it is used.
- The grade level is accurate to +/- 1.5 grades.

S.M.O.G



APPENDIX



B

Clear Design Tips 



Clear Design Tip #1

When you format your page, choose left flush justification. It is easier to read.

Left flush justification is the format of this paragraph. The spaces between the words are all the same, and the reader can move from one line to the next with little or no problem.

Avoid:

Justified Margins:

This format makes straight margins on both sides of the page. It can be hard to read because the spaces between words are not all the same, creating holes in the text.

Centred Text

This format is fine for titles and headings.
You should not centre text, because it is harder
for readers to find
the beginning of each line.

Clear Design Tip #2

Choose type that is clear and easy to read.

Avoid:

Italics, or a type that changes the normal form of letters. These make reading more difficult.

BLOCK LETTERS SHOULD BE AVOIDED AS WELL. THIS FORMS A DENSE BLOCK OF TEXT THAT CAN TIRE THE READER. IT ALSO MAKES IT MORE DIFFICULT FOR THE READER TO RECOGNIZE THE SHAPE OF THE WORDS. Words printed in lower case have more distinctive shapes than words printed in UPPER CASE.

Use:

Serif fonts because they are easier to read. **They can also be bolded to highlight important information.** Examples of serif fonts are:

New York
Palatino
Times Roman
Courier

Clear Design Tip #3

Pay attention to how the text looks on the page.

Clear Design
Tips



Organize your text so that there is white space.

White space refers to any of the blank space on a document, such as the margins and the space between sections. A text with little white space can look too crowded, and discourage readers.

Avoid:

Health Promotion Strategies

The principle health promotion strategies chosen to address the complex problem of medication misuse at a community level were community development, health education, advocacy mass media, and self-help.

Use:

Health Promotion Strategies

The principle health promotion strategies chosen to address the complex problem of medication misuse at a community level were:

- Community development
- Health education
- Advocacy
- Mass media
- Self-help

Clear Design Tip #4

Use illustrations and graphics effectively.

- Use illustrations and graphics to help your reader understand the text.
- Make sure they are clear and the captions are easy to read.
- Place them on the page in a way that does not interrupt normal reading patterns. Your reader should not have to “jump” over an illustration to read the text.

Clear Design Tips



Avoid:

A recent study has documented the influence of the community environment on school children's consumption of snack foods. A researcher at Laval University in Quebec has found that the mere presence of corner grocery and convenience stores, with their blatant advertising and displays, puts enormous pressure on children to buy snack foods.



Use:



A recent study has documented the influence of the community environment on school children's consumption of snack foods. A researcher at Laval University in Quebec has found that the mere presence of corner grocery and convenience stores, with their blatant advertising and displays, puts enormous pressure on children to buy snack foods.

APPENDIX



C

Plain Language Tips 



Plain Language Tips*

1. Use the active voice.
2. Write directly to your reader.
3. Use a positive tone wherever possible.
4. Use common words rather than technical jargon.
5. Use short words and short sentences.
6. Don't change verbs into nouns.
7. List important points separate from the text.
8. Write instructions in the order you want them carried out.
9. List items in a parallel form.
10. Test what you write.

* *These tips are adapted from *Clear Lines: How to Compose and Design Clear Language Documents for the Workplace*. (Gordon WE. Nore. Toronto, Frontier College, 1991)*

