



North Carolina

LOCAL HEALTH DEPARTMENT ACCREDITATION

Summary of changes to HDSAI Interpretation Document

Effective Date: 01.1.20

APPLICABLE TO 2020 and 2021 ONLY

Note: Please see the actual documents for the complete information. Also note that minor grammatical edits are not included in the table below.

HDSAI Interpretation Document		
Page or Activity	Topic	Change
Cover & Footer		Version (6.5) updated.
Cover	Note	Special note added to clarify changes made in response to Executive Order 193, Section 3(C).
1.1	CHA	The Guidance clarifies that two CHAs may need to be submitted if two were conducted since the previous site visit, dependent on individual county cycles. The Guidance also clarifies that the NCLHD Accreditation Board will honor extensions provided by the NC Division of Public Health.
1.2	SOTCH	The Guidance clarifies that the NCLHD Accreditation Board will honor extensions provided by the NC Division of Public Health
2.4	Reportable Events	The Guidance clarifies that the report does not need to occur at an in-person meeting in 2020 or 2021, other methods of communication are acceptable.
3.2	Evaluation of the Agency's Data System	The Guidance clarifies that there should be six evaluations available to the site visitors.
7.3	Environmental Health Complaints	The Documentation and Guidance clarify that although 2020 and 2021 complaint logs are still required, more leniency will be given for meeting timeframes of complaints in 2020 and 2021.

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15.1	Strategic Plan	The Guidance clarifies that in 2020 and 2021 evidence can include documentation that demonstrate your planning efforts to update your strategic plan.
15.3	Policies	The Documentation and Guidance clarify that although annual review of policies is still required for 2020 and 2021, it will not be among the policy reviews that may be selected for on-site review.
15.5	Staff Orientation	The Guidance clarifies that while employees hired in 2020 and 2021 must still fulfill orientation requirements, leniency will be given in terms of meeting agency timeline.
16.3	Environmental Health Staff Training	The Guidance clarifies that legislative changes to training requirements will be honored when assessing evidence when health departments note the changes of training requirements in training and/or personnel records.
19.1	Vulnerable Population Use Assessment	The Documentation and Guidance clarify reviewing of utilization data as necessary for all years except 2020 and 2021.
23.2	Required Trainings	The Guidance clarifies that any changes to training requirements by legislation or credentialing organizations will be taken into account when health departments note these changes in the personnel records and/or training records.
24.3	Training and Orientation	The Guidance clarifies that leniency will be granted for training and continuing education for 2020 and 2021 as allowed by law, rule, or contractual obligation, and extensions granted in Executive Order 119 and 193 will be taken into consideration.
30.6	Cleaning and Maintenance of Equipment	The Guidance clarifies that cleaning, disinfection, and maintenance in accordance with policy is required for 2020 and 2021 but will not be selected for review on-site.
31.4	Position Descriptions	The Documentation and Guidance clarify that while position descriptions must be reviewed during 2020 and 2021, this year will not be selected for review on-site.

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31.5	Performance Appraisals	The Documentation and Guidance clarify that while performance appraisals are expected to be conducted in 2020 and 2021, this year will not be selected for review on-site.
33.5	Cost of Services and Fees	The Documentation and Guidance clarify that documentation of review of service costs and fees will not be required for the year 2020 and 2021.
36.3	Board of Health Training	The Guidance clarifies that if planned training was not able to be conducted in 2020 and/or 2021, a memo should be provided with an updated timeline.
38.1	Board of Health Annual Report Review	The Documentation and Guidance specifies that only one board of health report is required for 202 and 2021, unlike the two required for all other years. Additionally, the Guidance clarifies that the format of the report does not have to be typical format for 2020 or 2021.
38.2	SOTCH review and CHA data review	The Documentation clarifies that evidence of review of SOTCH reports and review of CHA data will not be required for the years 2020 and 2021.