



NORTH CAROLINA
Local Health Department
Accreditation

Reading the Script and Learning the Lines: A Deep Dive into the HDSAI Interpretation Document Revisions

May 20, 2021



We will:

1

Share program updates

2

Review the new
HDSAI
Interpretation
Document features

3

Review the HDSAI
Interpretation
Document changes
and the timeline
moving forward

4

Hear & discuss
questions



1 Updates & Reminders





reminder

Take this chance to shape the script!

The 2021 NCLHDA Annual Survey is live, and your anonymous feedback helps write our story! We hope you take 10-20 minutes to help us learn about your experiences and continuously improve our program.

ACCREDITATION ANNUAL SURVEY

go.unc.edu/NCLHDA2021

May 3 – May 28

Health directors, AACs and other accreditation team members are all encouraged to complete the annual survey

APPLY TO NCLHDA'S

QUALITY IMPROVEMENT DESIGN TEAM

APPLICATION OPEN MAY 20 – JUNE 4

- 4 health departments
- 3 staff per LHD
- 6 months long (July-Dec)
- 3 hours per month
- Design and test QI activities
- Receive \$1,500 stipend

go.unc.edu/Qldesignteam



QI Design Team Flyer

One-page resource to learn more about the opportunity and share with Health Director and coworkers



NORTH CAROLINA
Local Health Department Accreditation

APPLY TO NCLHDA'S QUALITY IMPROVEMENT DESIGN TEAM

ABOUT THE DESIGN TEAM

WHO

The North Carolina Local Health Department Accreditation (NCLHDA) Program and Population Health Improvement Partners are recruiting four Local Health Departments to participate in a six-month long collaborative design team to develop and test quality improvement-related activities. We ask that each health department involves three of their staff members.

WHAT

Design team members will participate in a three-hour design workshop in July, followed by virtual monthly meetings and activities from August-December 2021, during which team members will receive quality improvement training and support.

WHEN

The design team will meet from July-December, with an expected average time commitment of three hours a month. This includes time for meetings and completing activities. Health departments will receive a \$1,500 stipend for their participation.

WHY

NCLHDA and Improvement Partners are working together to sustainably improve quality improvement support for local health departments in North Carolina. Participating in the design team will allow you to shape what kinds of supports we provide.

HOW

Submit an application at go.unc.edu/Qidesignteam by June 4 to express your health department's interest in participating. Candidates will be selected by June 11.

DESIGN TEAM SELECTION

CRITERIA

We are looking to select local health departments that represent diversity in size, governance structure, communities served and prior QI experience.

Additional criteria include:

1. Support from Health Director
2. Commitment to QI
3. Excitement for new ideas
4. Staff availability



Audience Participation: Engaging health department staff and partners in Accreditation

June 17 @ 10:00 am – 11:30 am

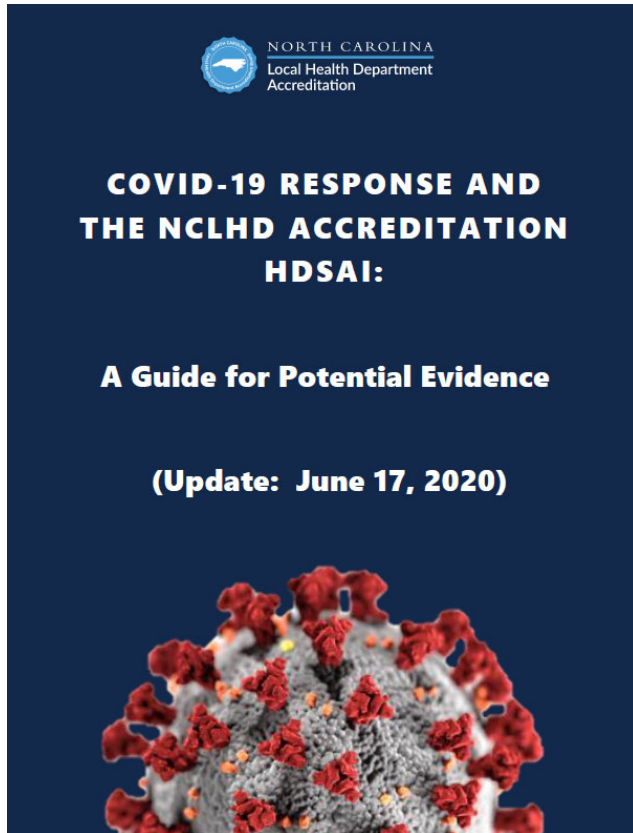
We will be releasing the new Why Accreditation Matters communication campaign. The webinar will go through all of the resources that are available to support accreditation among local health department staff, local, state and regional leaders and community members. We will also be unveiling the revisions to the NCLHD Accreditation training webpage and a new on-demand training on the HDSAI Interpretation document revisions. There is no cost to attend; however, registration is required.

[Register.](#)



NORTH CAROLINA
Local Health Department Accreditation

COVID-19 Guide



Please send any examples by June 25
to NCLHDaccreditation@unc.edu





Review 2022 HDSDAI Features





Accreditation Standards Workgroup

Systematically review the FDSAI according to a set of clear and agreed upon criteria:

- continued need/relevance
- objectivity
- value add
- whether the content is assured elsewhere
- current professional practice

A **BIG** thank YOU....



Workgroup Members

- **Chris Dobbins**, Chair, Standards and Evidence Committee of NCLHDA Board and Gaston County Health and Human Services
- **Rebecca McLeod**, NCLHDA Board and Burke County
- **Susan Little**, Standards and Evidence Committee of the NCLHDA Board and N.C. Division of Public Health
- **John Rouse**, N.C. Association of Local Health Directors and Harnett County
- **Emily Mayes**, AAC, Surry County Health and Nutrition Center
- **Ashley Stoop**, AAC, Albemarle Regional Health Services
- **Jo Morgan**, NCLHDA, Site Visit Coordinator
- **Victoria Hudson**, NCLHDA Site Visitor and Orange County
- **Tommy Jarrell**, NCLHDA Site Visitor and Richmond County Health and Human Services



... and SMEs

- **Jill Moore**, UNC School of Government
- **Dorothea Brock**, Program Manager, N.C. Office of Rural Health
- **Tish Singletary**, Branch Head, Community & Clinical Connections for Prevention and Health Branch, N.C. Division of Public Health
- **Karen Stanley**, Program Manager, Healthy Communities, N.C. Division of Public Health
- **Kathy Dail**, Director, Community Health Assessment, N.C. Division of Public Health
- **Cornell Wright**, Executive Director, Office of Minority Health and Health Disparities, N.C. Division of Public Health
- **Lauren Howard**, Director, North Carolina Office on Disability and Health, N.C. Division of Public Health
- **Teresa Davis**, Regional Specialist, Division of Environmental Health, On-Site Water Protection Branch, N.C. Division of Public Health
- **Catherine Ryan**, State Registrar and Director, N.C. Vital Records, N.C. Division of Public Health
- **Mary Beth Skarote**, Plans, Training and Exercise Officer, Public Health Preparedness and Response, N.C. Division of Public Health
- **Ty Adams**, Former IT Director, Albemarle Regional Health Services
- **Kathleen Brooks**, Public Health Administrative and Financial Consultant, N.C. Division of Public Health
- **Sally Herndon**, Head, Tobacco Prevention and Control Branch, N.C. Division of Public Health
- **Jim Martin**, Director of Policy and Programs, Tobacco Prevention and Control Branch, N.C. Division of Public Health
- **Dominick D'Erasmus**, HR Manager, N.C. Office of State Human Resources
- **James Harris**, HR Consultant I, N.C. Office of State Human Resources

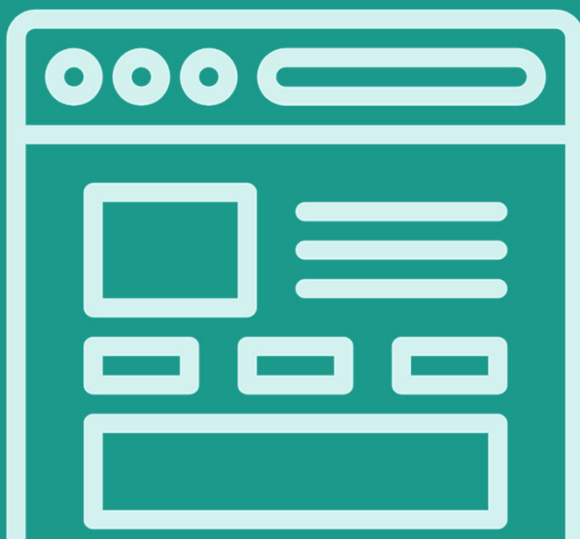


2022 HDSAI Interpretation Document

- Activity Information Template
- 10 Essential Public Health Services
- Activity Crosswalks
- Timeline Terminology
 - Appendix A



Activity Information Template



Activity Information

This example shows how the information about each activity is arranged in the Interpretation of Activities section.

Activity # Brief description of activity

Each activity is listed beginning with the standard classification, followed by the benchmark and activity. These elements are displayed in **green** to indicate they are defined in legislation and remain consistent from year to year.

STANDARD

Lists the standard under which the activity is classified.

FUNCTION

Function is only applicable to Standard 1 and categorizes essential services into the public health cores (assessment, policy development, assurance).

BENCHMARK

Lists the benchmark under which the activity is classified.

ESSENTIAL SERVICES

Essential Public Health Services relevant to this activity will be shaded in. If the activity supports building health equity through health departments, the center of the wheel will also be shaded.



ACTIVITY

A specific, documentable action taken by a local health department or a local board of health.

The following elements are used to provide a full understanding of the activity. They are displayed in **gray** to indicate content eligible for changes approved by the NCLHD Accreditation Program.

REQUIRED DOCUMENTATION

The Documentation section includes short descriptions of required pieces of evidence for each activity. The pieces of evidence are listed as A., B., etc. in order to assist agencies in pointing to specific requirements in the Health Department Self-Assessment Instrument (HDSAI) narrative and how they have addressed them. Of note, some activities have **AND** or **OR** requirements included within the list that must be followed.

Keep in Mind...



Activity Information Template



Activity 26.3: Cultural Sensitivity & Competency Training

Activity

The local health department shall assure that agency staff receives training in cultural sensitivity and competency.

REQUIRED DOCUMENTATION

- A. Policy on cultural sensitivity and competency
OR
Policy on cultural humility*
- AND
- B. Since the previous site visit, evidence of implementation through staff training

10 Essential Public Health Services



1994



2020



10 Essential Public Health Services



Activity Crosswalks



Crosswalks show:

When the *same piece of evidence* can be used for multiple activities = **Overlap**

When *it looks like the same piece of evidence* can be used BUT *there is a difference* in what is being requested = **Distinct**

BOTH

Keep in Mind...



Activity Crosswalks



Crosswalk Descriptions

Overlap

Crosswalks where the same evidence can be used for multiple activities.

- **6.2 County Emergency Operations Plan**
7.4 All Hazards Emergency Response Plan
6.2 requires a county emergency operations plan (EOP). If the EOP meets the criteria in 7.4, it can be used as evidence for 6.2 as well.

CROSSWALK

- **6.1 LEPC Participation:** The local health department shall be involved in a local emergency planning committee. This activity addresses the verification of this actually being done and shows the LHD's involvement with other response agencies.
6.2 County Emergency Operations Plan: The local health department shall have a defined role in the county emergency operations plan to protect the public's health. The department shall have a defined role in the county emergency operations plan to protect the public's health. This assures the residents that the complexities of daily life will be addressed in the event of an emergency. Clarity and specificity are the major characteristics that must be included.
6.3 Regional Exercises/Activities: The local health department shall participate in regional emergency preparedness exercises and activities. This activity requires the department to participate in regional emergency preparedness exercises and related activities as much of North Carolina's public health emergency response requires a regional or multi-county response. This activity reviews the involvement of the LHD in planning, training and exercising.
These activities may appear related but are distinct.
- **6.2 County Emergency Operations Plan**
7.4 All Hazards Emergency Response Plan
6.2 requires a county emergency operations plan (EOP). If the EOP meets the criteria in 7.4, it can be used as evidence for 6.2 as well.

Activity Crosswalks

Visual Overview of Crosswalks

This table provides a visual overview of which activities have crosswalks. Details are found on the following pages.

CF&ES		CF&ES		CF&ES		CF&ES		BOH	
Assessment		Policy		Assurance		Assurance			
1.1	1.1, 1.2, 1.3	9.1	9.1, 9.2, 9.3, 9.4	16.1		27.1	27.1, 27.2	34.1	
1.2	1.1, 1.2, 1.3	9.2	9.1, 9.2, 9.3, 9.4	16.2	15.5, 16.2	27.2	27.1, 27.2	34.2	
1.3	1.1, 1.2, 1.3	9.3	9.1, 9.2, 9.3, 9.4	16.3	16.3, 24.3	27.3		34.3	14.3, 14.4, 34.3
		9.4	5.3, 9.4					34.4	
2.1		9.5		17.1	8.1, 8.2, 8.4, 17.1, 17.2	28.1			
2.2		9.6	9.6, 26.3	17.2	8.1, 8.2, 8.4, 17.1, 17.2			35.1	
2.3				17.3		29.1	29.1, 29.2		
2.4		10.1	10.1, 10.2			29.2	29.1, 29.2	36.1	
		10.2	10.1, 10.2	18.1	15.2, 15.3, 18.1			36.2	36.2, 36.3
3.1		10.3	10.3, 10.4	18.2	4.2, 7.3, 18.2	F & AS		36.3	36.2, 36.3
3.2			10.3, 28.1	18.3	18.3, 18.4				
		10.4		18.4	18.3, 18.4	30.1		37.1	23.1, 37.1, 37.3
4.1						30.2		37.2	
4.2	4.2, 7.3, 18.2	11.1	11.1, 11.2, 12.1, 12.2, 12.3	19.1		30.3		37.3	23.1, 37.1, 37.3
4.3		11.2	11.1, 11.2, 12.1, 12.2, 12.3	19.2	19.2, 21.4	30.4	30.4, 32.4	37.4	31.4, 1.5, 37.4
						30.5		37.5	
5.1		12.1	11.1, 11.2, 12.1, 12.2, 12.3	20.1		30.6		37.6	
5.2			12.1, 38.3	20.2		30.7			
5.3	5.3, 9.4	12.2	11.1, 11.2, 12.1, 12.2, 12.3			30.8		38.1	38.1, 38.2, 38.3
			12.2, 15.4, 39.1	21.1	21.1, 21.2	30.9		38.2	38.1, 38.2, 38.3
6.1	6.1, 6.2, 6.3	12.3	11.1, 11.2, 12.1, 12.2, 12.3	21.2	21.1, 21.2	30.10		38.3	12.1, 38.3
6.2	6.1, 6.2, 6.3		12.3, 39.1, 39.4	21.3					38.1, 38.2, 38.3
	6.2, 7.4			21.4	19.2, 21.4	31.1	15.3, 31.1		38.3, 41.1
6.3	6.1, 6.2, 6.3	13.1					15.2, 15.6, 31.1		
	6.3, 7.6			22.1		31.2		39.1	12.2, 15.4, 39.1
		14.1	14.1, 40.1, 40.2	22.2		31.3			12.3, 39.1, 39.4
7.1		14.2	14.2, 39.1, 39.2	22.3		31.4	31.4, 31.5, 37.4		14.2, 39.1, 39.2
7.2		14.3	14.3, 14.4, 34.3			31.5	31.4, 31.5, 37.4	39.2	14.2, 39.1, 39.2
7.3	4.2, 7.3, 18.2	14.4	14.3, 14.4, 34.3	23.1	23.1, 37.1, 37.3	31.6			33.6, 39.2
7.4	6.2, 7.4			23.2				39.3	33.5, 33.7, 39.3
7.5		15.1		23.3		32.1		39.4	12.3, 39.1, 39.4
7.6	6.3, 7.6	15.2	18.1			32.2		39.5	33.1, 39.5
			15.2, 15.6, 31.1	24.1	24.1, 24.2	32.3			
		15.3	18.1	24.2	24.1, 24.2	32.4	30.4, 32.4	40.1	14.1, 40.1, 40.2
8.1	8.1, 8.2, 8.4, 17.1, 17.2		15.3, 15.5	24.3	16.3, 24.3			40.2	14.1, 40.1, 40.2
8.2	8.1, 8.2, 8.4, 17.1, 17.2		15.3, 31.1			33.1	33.1, 39.5		
8.3		15.4	12.2, 15.4, 39.1	25.1	25.1, 25.2	33.2		41.1	38.3, 41.1
8.4	8.1, 8.2, 8.4, 17.1, 17.2	15.5	15.3, 15.5	25.2	25.1, 25.2	33.3			41.1, 41.2, 41.3
			15.5, 16.2			33.4		41.2	41.1, 41.2, 41.3
		15.6	15.2, 15.6, 31.1	26.1		33.5	33.5, 33.7, 39.3	41.3	41.1, 41.2, 41.3
				26.2		33.6	33.6, 39.2		
				26.3	9.6, 26.3	33.7	33.5, 33.7, 39.3		

☐ = overlap
 ☐ = distinct
 ☐ = both

Activity Crosswalks

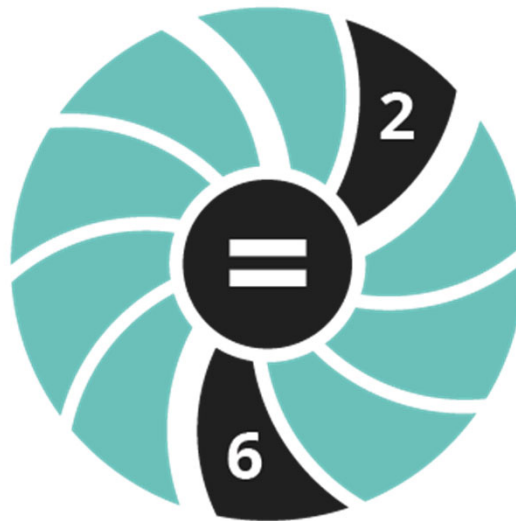


Listing of Crosswalks

Activity number and brief description	Crosswalk	Type of crosswalk
1.1 – Community Health Assessment	1.1, 1.2, 1.3	Both
1.2 – State of the County's Health Report	1.1, 1.2, 1.3	Both
1.3 – CHA and SOTCH Dissemination	1.1, 1.2, 1.3	Both
4.2 – Environmental Health Risks	4.2, 7.3, 18.2	Distinction
5.3 – Health Alerts to News Media	5.3, 9.4	Both
6.1 – LEPC Participation	6.1, 6.2, 6.3	Distinction
6.2 – County Emergency Operations Plan	6.1, 6.2, 6.3	Distinction
	6.2, 7.4	Overlap
6.3 – Regional Exercises/Activities	6.1, 6.2, 6.3	Distinction
	6.3, 7.6	Distinction
7.3 – Environmental Health Complaints/Referrals	4.2, 18.2	Distinction
7.4 – All Hazards Emergency Response Plan	6.2	Overlap
7.6 – Response Plan Testing	6.3	Distinction
8.1 – Laboratory Samples	8.1, 8.2, 8.4, 17.1, 17.2	Both
8.2 – Laboratory Compliance	8.1, 8.2, 8.4, 17.1, 17.2	Both
8.4 – Laboratory Services for Problems/Hazards/Emergencies	8.1, 8.2, 8.4, 17.1, 17.2	Both
9.1 – Current Health Issue Communication	9.1, 9.2, 9.3, 9.4	Both
9.2 – Public Community Data Access	9.1, 9.2, 9.3, 9.4	Both
9.3 – Availability and Location of Health Data in Public Domain	9.1, 9.2, 9.3, 9.4	Both
9.4 – Requests for Information	9.1, 9.2, 9.3, 9.4	Both
	5.3, 9.4	Both
9.6 – Cultural and Linguistic Character Reflected	9.6, 26.3	Distinction
10.1 – Health Promotion/Disease Prevention for General Public	10.1, 10.2	Overlap
10.2 – Health Promotion/Disease Prevention to At-Risk Groups	10.1, 10.2	Overlap
10.3 – Evidence-Based Promotion and Prevention Strategies	10.3, 10.4	Overlap
	10.3, 28.1	Overlap
10.4 – Community Support for Evidence Based Strategies	10.3, 10.4	Overlap
11.1 – Collaboration to Identify Health Issues and Needs	11.1, 11.2, 12.1, 12.2, 12.3	Distinction
11.2 – Community Member Involvement in Priority Setting and Outcome Goals	11.1, 11.2, 12.1, 12.2, 12.3	Distinction
12.1 – Collaboration to Identify Strategies	11.1, 11.2, 12.1, 12.2, 12.3	Distinction
12.2 – Collaboration to Assess Resource Needs	11.1, 11.2, 12.1, 12.2, 12.3	Distinction
	12.2, 15.4, 39.1	Distinction

Check in

Can equity be addressed if an activity has the following icon?



Check in

The information in the **Activity Information Template** is the same as the Information in the **Activity Crosswalk Description**?

True or False

INTERPRETATION

The Interpretation section states the purpose or intent of the activity and provides guidance for gathering documentation for the activity.

Intent

This is to give the basic understanding of what the activity is asking for.

Guidance

The Guidance will list advice given to LHDs in meeting evidence requirements of activities and in the interpretation of the activity, evidence or of specific words. This section has been intentionally pared down over time as agencies have been through multiple accreditation cycles and in order to give agencies flexibility in meeting activity requirements.

ADDITIONAL GUIDANCE FOR DISTRICT HEALTH DEPARTMENTS

This section is specific to district health departments and gives them additional guidance for how certain requirements apply to their LHD structure.

ADDITIONAL GUIDANCE FOR CONSOLIDATED HUMAN SERVICES AGENCIES

This section is specific to LHDs that are a part of a consolidated human services agency and gives them additional guidance for how certain requirements apply to their governance structure.

CROSSWALK

If this activity is included in any crosswalks, they will be listed here. (Refer to the Activity Crosswalks on page 32.)



Check in

The NCLDHA Board can change the text that is in green on the Activity Information Template?

True or False

Activity # Brief description of activity

Each activity is listed beginning with the standard classification, followed by the benchmark and activity. These elements are displayed in **green** to indicate they are defined in legislation and remain consistent from year to year.

STANDARD

Lists the standard under which the activity is classified.

FUNCTION

Function is only applicable to Standard 1 and categorizes essential services into the public health cores (assessment, policy development, assurance).

BENCHMARK

Lists the benchmark under which the activity is classified.

ESSENTIAL SERVICES

Essential Public Health Services relevant to this activity will be shaded in. If the activity supports building health equity through health departments, the center of the wheel will also be shaded.



ACTIVITY

A specific, documentable action taken by a local health department or a local board of health.

The following elements are used to provide a full understanding of the activity. They are displayed in **gray** to indicate content eligible for changes approved by the NCLHD Accreditation Program.

REQUIRED DOCUMENTATION

The Documentation section includes short descriptions of required pieces of evidence for each activity. The pieces of evidence are listed as A., B., etc. in order to assist agencies in pointing to specific requirements in the Health Department Self-Assessment Instrument (HDSAI) narrative and how they have addressed them. Of note, some activities have **AND** or **OR** requirements included within the list that must be followed.



Timeline Terminology

Timeframes used:

- Since the previous site visit
- For each year since the previous site visit/annually
- For/during the year randomly selected for review
- Within the past 12 months
- Within the past 24 months

Year = Period starting the day after the previous site visit up to the HDSAI due date

Within the past X months = prior to the HDSAI due date

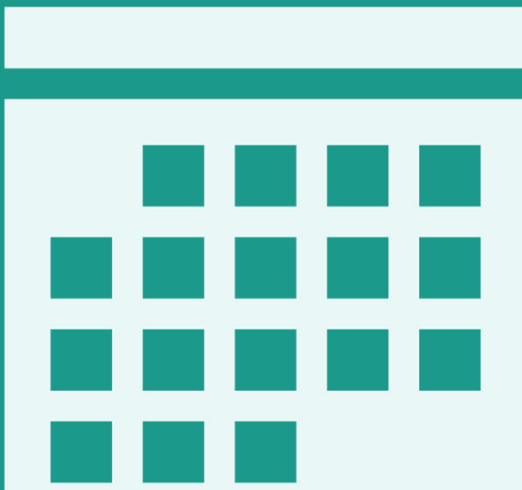
Timeline Terminology

Remember....

2 x 12-month extensions =

6-year cycle

The day after your last site visit STILL begins the “year”



Check in

In the accreditation program “Year” is defined as beginning the day after the previous site visit?

True or False

Anytown Health Department’s HDSAI due date is November 1, 2022 and the evidence requirement timeline is for documentation in the previous 12 months – does a document from December 1, 2022 count?

Yes or No



3 Review 2022 HDSDAI Changes



WARNING!!!



What kind of changes were made?



Reducing
number of
examples



Better fit
with activity
language

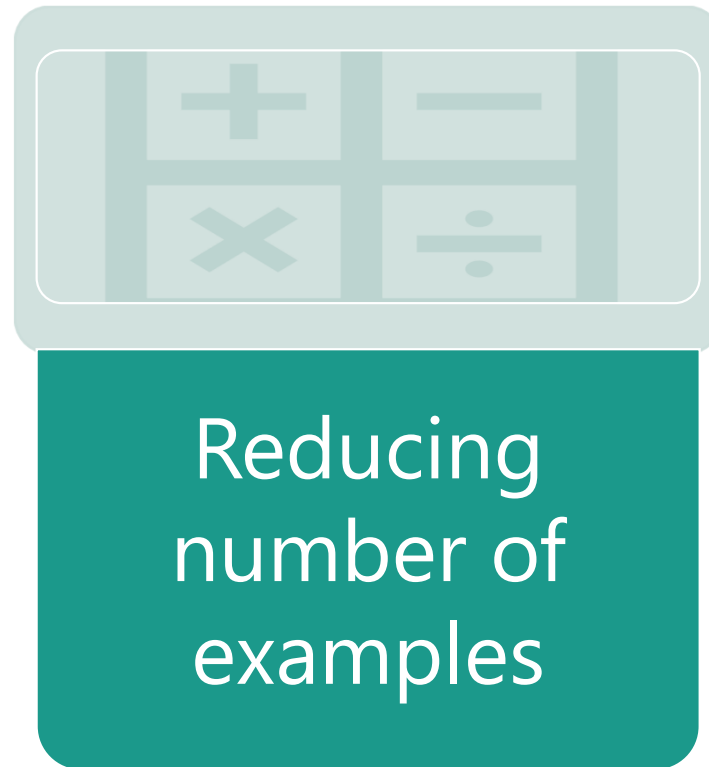


Eliminating
visual
observations



Emphasizing
"have policy,
now
demonstrate
it"





Activity 1.3

CHA and SOTCH Dissemination

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Assessment

BENCHMARK

1: A local health department shall conduct and disseminate results of regular community health assessments.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall disseminate results of the most recent community health assessment and "State of the County's Health" report to the local health department's stakeholders, community partners and the general population.

REQUIRED DOCUMENTATION

- A. Evidence of most recent CHA dissemination efforts by at least two different methods directed to stakeholders/community partners
AND
- B. Evidence of most recent CHA dissemination efforts by at least one method directed to the general population
AND
- C. Evidence of most recent SOTCH report dissemination efforts by at least two different methods directed to stakeholders/community partners
AND
- D. Evidence of most recent SOTCH report dissemination efforts by at least one method directed to the general population



Activity 2.4

Reportable Event Surveillance

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

2: The local health department shall work with health care providers in the community to report reportable diseases and other health-related events and data.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall analyze and note reportable events occurring within the community and shall report atypical incidence, if any, to the Division and the local board of health.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of an internal process reflecting analysis of reportable events
AND
- B. Since the previous site visit, evidence of having reported atypical incidence to NCDPH
AND
- C. Since the previous site visit, evidence of having reported atypical incidence to the BOH



Activity 7.1

Epidemiological Case Investigation Protocols

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

7: The local health department shall maintain and implement epidemiological case investigation protocols providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have epidemiological case investigation protocols in place.

REQUIRED DOCUMENTATION

- A. Current protocols on epidemiological case investigation



Activity 7.3

Environmental Health Complaints/Referrals

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Assessment

BENCHMARK

7: The local health department shall maintain and implement epidemiological case investigation protocols providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall investigate and respond to environmental health complaints or referrals.

REQUIRED DOCUMENTATION

- A. Investigation and response policy that includes defining timely and appropriate action
AND
- B. For the year randomly selected for review, evidence of investigation and response documented through complaint logs with the following requirements and in accordance with agency policy:
 - complaint reported (including name/location)
 - date reported
 - action taken in accordance with policy (including names(s) of staff who responded)
 - date of action taken
 - referral information if referred to another agency



Activity 9.1

Current Health Issue Communication

STANDARD

Agency Core Function and Essential Services

FUNCTION

Policy Development

BENCHMARK

9: The local health department shall provide the general public and elected and appointed officials with information on health risks, health status, and health needs in the community as well as information on policies and programs that can improve community health.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall publish and disseminate data and information on current local health issues to the general public, community partners, and elected and appointed officials.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, two examples of accessible dissemination of data and information on current local issues to the general public/community partners
- AND
- B. Since the previous site visit, two examples of dissemination of data and information on current local issues to policy leaders



Activity 13.1

Community Contact Awareness of Public Health

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Policy Development

BENCHMARK

13: The local health department shall identify and build upon community assets and direct them toward resolving health problems.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall broaden existing partnerships by cultivating innovative and new community contacts, such as businesses and industries, healthcare practitioners, faith communities, and grassroots organizations, and increasing their awareness of public health through outreach and training.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, documentation of targeted outreach and training activities with one new community partner or contact



Activity 14.1

Informing Officials of Public Health Needs

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Policy Development

BENCHMARK

14: The local health department shall work with local, state and federal policymakers to enact policies, laws, rules, and ordinances that support individual and community health efforts.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall disseminate information relative to public health needs to elected and appointed officials.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of dissemination of information relative to public health needs to elected and appointed officials



Activity 15.2

Program Policies and Procedures

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Policy Development

BENCHMARK

15: The local health department shall develop plans to guide its work.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall develop and adopt program policies and procedures that meet the following criteria: refer to the federal and state legislation, rules or regulations, or local rules or ordinances that provide the authority to carry out agency programs and activities, and delineates desired outcomes.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of two examples of program policies and procedures that include reference to applicable laws, rules or ordinance and identify purpose/outcomes



Activity 18.2

Legal Enforcement Actions

STANDARD

Agency Core Functions and Essential Services

FUNCTION*

Assurance

BENCHMARK

18: The local health department shall enforce public health laws, rules and ordinances.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall take enforcement action for violations of public health laws, rules and ordinances.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of two examples of enforcement actions taken for violations of public health laws, rules and ordinances



Activity 18.4

Addressing of Legal Complaints

STANDARD

Agency Core Functions and Essential Services

FUNCTION*

Assurance

BENCHMARK

18: The local health department shall enforce public health laws, rules and ordinances.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall address complaints in accordance with its policies and procedures.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of review of two complaint reports demonstrating adherence to policies and procedures



Activity 20.2

Collaboration on Barriers to Care

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Assurance

BENCHMARK

20: The local health department shall mobilize the community to address health care resource needs.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall collaborate with community health care providers and agencies to reduce barriers to access to care.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of collaboration with community health care providers to reduce barriers to access to care



Activity 21.2

Agency Information

STANDARD

Agency Core Functions and Essential Services

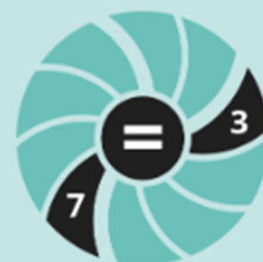
FUNCTION

Assurance

BENCHMARK

21: The local health department shall lead efforts in the community to link individuals with preventive, health promotion, and other health services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall make available complete and up-to-date information about local health department programs, services and resources.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of dissemination of information about agency programs, services and resources



Activity 30.7

Infection Control Policies

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have and comply with policies and procedures for infection control required by law in providing clinical services.

REQUIRED DOCUMENTATION

- A. Policies and procedures
AND
- B. Since the previous site visit, evidence of compliance with infection control required by law in providing clinical services in accordance with agency policy



Activity 33.6

Financial Reports

STANDARD

Facilities and Administrative Services

BENCHMARK

33: The local health department shall assure its financial accountability.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall develop and present periodic budget, expenditure and other financial tracking reports to the board of health for its review.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, two different financial reports
AND
- B. Since the previous site visit, BOH minutes reflecting presentation of those reports



Activity 38.3

BOH Assurance of Community Collaboration for Improvement

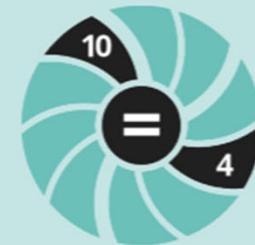
STANDARD

Governance

BENCHMARK

38: The local board of health shall participate in the establishment of public health goals and objectives.

ESSENTIAL SERVICES



ACTIVITY

The local board of health or the advisory committee on health shall assure that individuals, agencies, and organizations have the opportunity to participate in the development of goals, objectives and strategies for community health improvement.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence that the BOH/advisory committee on health assured public participation in community health improvement



Activity 39.5

BOH Assurance of Local Appropriations

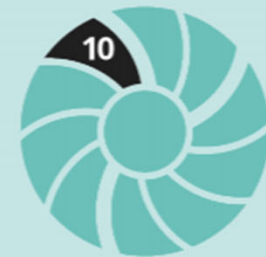
STANDARD

Governance

BENCHMARK

39: The local board of health shall assure the availability of resources to implement the essential services described in G.S. 130A-34.1(e)(2).

ESSENTIAL SERVICES



ACTIVITY

The local board of health shall assure that the proposed budget for the local health department meets maintenance of effort requirement in the consolidated agreement between the Division of Public Health and local health department.

REQUIRED DOCUMENTATION

- A. Evidence reflecting local appropriations for the health department for the most recent budget



Activity 41.3

BOH Efforts to Foster Coordination of Resources

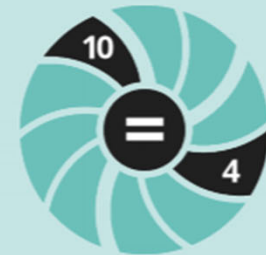
STANDARD

Governance

BENCHMARK

41: The local board of health or the advisory committee on health shall promote the development of public health partnerships.

ESSENTIAL SERVICES



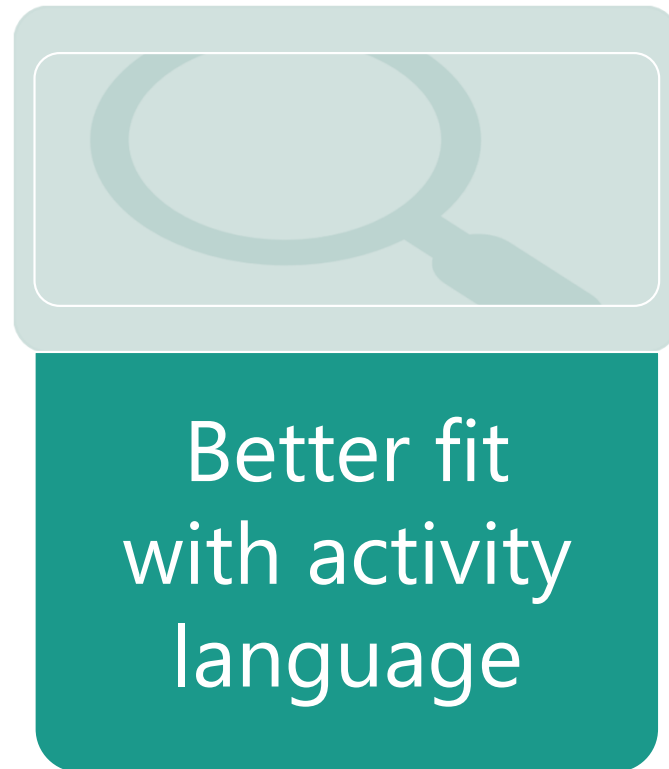
ACTIVITY

The local board of health or the advisory committee on health shall take actions to foster the coordination of resources to enhance partnerships and collaboration to achieve public health objectives.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of BOH or advisory committee on health action to foster the coordination of resources





Activity 19.1

At-risk Population Access

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

19: The local health department shall identify populations that are not receiving preventive services or are otherwise underserved with respect to health care.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall assess use of public health programs and health care services by underserved, at-risk and vulnerable populations identified in the community health assessment process.

REQUIRED DOCUMENTATION

- A. In the last Community Health Assessment, identification of population groups at risk for health problems
AND
- B. Since the previous site visit, collection of data on utilization of public health programs and health care services by population groups at risk for health problems
AND
- C. Since the previous site visit, evidence of review of utilization data



Activity 24.2

Staff Development Plan

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

24: The local health department shall regularly evaluate staff training and development needs and provide opportunities for continuing education, training and leadership development.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have a staff development plan that includes identifying and addressing the training and continuing education needs of the staff.

REQUIRED DOCUMENTATION

- A. Current staff development plan



Activity 32.2

Management Information System

STANDARD

Facilities and Administrative Services

BENCHMARK

32: The local health department shall operate a secure and effective management information system.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall ensure that staff are able to use the management information system to participate in electronic communications and public health program implementation.

REQUIRED DOCUMENTATION

- A. Policy on training staff on management information systems
AND
- B. Since the previous site visit, evidence of how staff have been trained on management information systems in accordance with agency policy



Activity 38.2

BOH Review of Health Data and Citizen Input

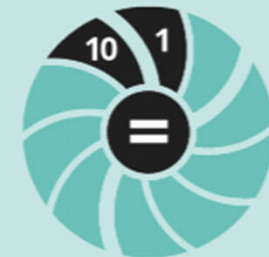
STANDARD

Governance

BENCHMARK

38: The local board of health shall participate in the establishment of public health goals and objectives.

ESSENTIAL SERVICES



ACTIVITY

The local board of health or the advisory committee on health shall review community health assessment data and citizen input used to plan and monitor progress toward health-related goals.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of BOH or advisory committee on health review of specific aspects of CHA data and citizen input (for each year a CHA was conducted)





Activity 30.1

Clean, Safe and Secure Facilities

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have facilities that are clean, safe and secure for the specific activities being carried out in the facility or any area of the facility, such as laboratory analyses or patient examinations.

REQUIRED DOCUMENTATION

- A. Policy/procedure for assurance of cleanliness, safety, and security of facility
AND
- B. Since the previous site visit, evidence of assurance of cleanliness, safety, and security of facility in accordance with policy



Activity 30.2

Accessible Facilities

STANDARD

Facilities and
Administrative
Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have facilities that are accessible to persons with physical disabilities and services that are accessible to persons with limited proficiency in the English language.

REQUIRED DOCUMENTATION

- A. Policies/protocols that address accessibility for persons with physical disabilities and limited English proficiency
AND
- B. Within the past 24 months, evidence of a completed accessibility assessment and documented plan for addressing any found issues
AND
- C. Since the previous site visit, evidence of agency improvement efforts in accessibility to persons with physical disabilities or with limited English proficiency



Activity 30.3

Client Privacy Protections

STANDARD

Facilities and
Administrative
Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have examination rooms and direct client service areas that are configured in a way that protects client privacy.

REQUIRED DOCUMENTATION

- A. Policy/procedures addressing client privacy
AND
- B. Since the previous site visit, evidence of rooms/areas configured in a way that protects client privacy in accordance with policy



Activity 30.4

Private and Secure Medical Records

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall ensure privacy and security of records containing privileged patient medical information or information protected by the federal Health Insurance Portability and Accountability Act.

REQUIRED DOCUMENTATION

- A. Up-to-date electronic record risk analysis/assessment and quality improvement plan
AND
- B. Since the previous site visit, evidence of implementation of electronic record risk analysis/assessment and quality improvement plan



Activity 30.6

Cleaning/Disinfection/Maintenance of Equipment

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall ensure cleaning, disinfection and maintenance of clinical and laboratory equipment and service areas and shall document all cleanings, disinfections and maintenance.

REQUIRED DOCUMENTATION

- A. Policies and procedures (including a comprehensive equipment list), supported by evidence-based practice, related to cleaning, disinfection, and maintenance of clinical equipment, laboratory equipment, field equipment, and client service areas
AND
- B. Since the previous site visit, evidence of implementation of policies and procedures for assuring cleaning, disinfection and maintenance of clinical equipment, laboratory equipment, field equipment and client service areas



Activity 30.9

Tobacco-Free Facility

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall prohibit the use of tobacco in its facility.

REQUIRED DOCUMENTATION

- A. Tobacco-free facilities policy
AND
- B. Since the previous site visit, evidence of efforts (including signage and promotion of cessation resources) to prohibit the use of tobacco in agency facilities and in accordance with agency policy



Activity 31.1

Administrative Policies and Procedures

STANDARD

Facilities and Administrative Services

BENCHMARK

31: The local health department shall develop and implement administrative policies and procedures.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall develop and implement policies and procedures regarding the administration of the local health department and shall assure policies and procedures are accessible to staff.

REQUIRED DOCUMENTATION

- A. Administrative policies and procedures
- AND
- B. Since the previous site visit, evidence of accessibility of administrative policies and procedures





Emphasizing
“have policy,
now
demonstrate it”



Activity 3.2

Data System Evaluation

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

3: The local health department shall maintain skills and capacity to collect, manage, integrate and display health-related data.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall conduct an annual evaluation of the agency's data system (hardware and software) and plans for upgrades to improve the accessibility, quality and utilization of health data.

REQUIRED DOCUMENTATION

- A. Policy/procedure describing annual evaluation of the agency's data system and plans for upgrades
AND
- B. For each year since the previous site visit, evidence of evaluation of the agency's data system and an updated plan for upgrades in accordance with policy/procedure



Activity 9.5

Departmental Change Communication

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Policy Development

BENCHMARK

9; The local health department shall provide the general public and elected and appointed officials with information on health risks, health status, and health needs in the community as well as information on policies and programs that can improve community health.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall inform affected community members of changes in department policies or operations.

REQUIRED DOCUMENTATION

- A. Policy/procedure describing how the department informs the community of changes in department policies or operations that could affect them
- AND
- B. Since the previous site visit, evidence of implementation related to communication of departmental change to community members using two separate methods and in accordance with agency policy. If no changes, provide a statement as such.



Activity 15.5

Staff Orientation on Policies and Procedures

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Policy Development

BENCHMARK

15: The local health department shall develop plans to guide its work.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall ensure that new staff is oriented to program policies and procedures and existing staff receives training on any updated or revised program policies and procedures.

REQUIRED DOCUMENTATION

- A. Program orientation policy for new staff based on role
AND
- B. A list of all employees hired within the past 12 months
AND
- C. Evidence indicating each new employee has completed policy training for the program(s) in which they will work
AND
- D. Procedure for training related to program policy changes to existing/current staff
AND
- E. Since the previous site visit, evidence of one example that appropriate staff have been trained on any substantive program policy updates/revisions related to their role in accordance with agency procedure



Activity 16.3

Environmental Health Legal Training

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Assurance

BENCHMARK

16: The local health department staff shall have knowledge of public health law and an understanding of the relationship between the law and public health practice.

ESSENTIAL SERVICES



ACTIVITY

Environmental health staff shall be trained in the implementation of laws, rules and ordinances that they enforce and shall have access to copies of the laws, rules and ordinances.

REQUIRED DOCUMENTATION

- A. List of Environmental Health Specialists (EHS) currently employed/contracted and the programs for which they are enforcing
AND
- B. Evidence that registered EHS employees/contractors are maintaining training requirements of RS Board and programs for which they are enforcing
AND
- C. Policy that states where copies of laws, rules, and ordinances pertaining to Environmental Health can be found and accessed



Activity 27.1

Customer and Community Satisfaction

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

27: The local health department shall evaluate all services it provides for effectiveness in achieving desired outcomes.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have in place a process for assessing consumer and community satisfaction with its services.

REQUIRED DOCUMENTATION

- A. Policy and procedure related to assessing consumer and community input with agency services
AND
- B. Since the previous site visit, evidence of assessment of consumer and community satisfaction in accordance with agency policy



Activity 27.3

Quality Assurance and Improvement

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Assurance

BENCHMARK

27: The local health department shall evaluate all services it provides for effectiveness in achieving desired outcomes.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall employ a quality assurance and improvement process to assess the effectiveness of services and improve health outcomes.

REQUIRED DOCUMENTATION

- A. Current agency Continuous Quality Improvement (CQI) plan
AND
- B. Since the previous site visit, evidence of two examples of plan implementation



Activity 30.5

OSHA Regulation Compliance

STANDARD

Facilities and Administrative Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall comply with OSHA regulations.

REQUIRED DOCUMENTATION

- A. Policies and procedures regarding OSHA compliance
AND
- B. Since the previous site visit, evidence of two examples of compliance with OSHA regulations in accordance with agency policy



Activity 32.4

Management Information System Security

STANDARD

Facilities and Administrative Services

BENCHMARK

32: The local health department shall operate a secure and effective management information system.

ESSENTIAL SERVICES



ACTIVITY

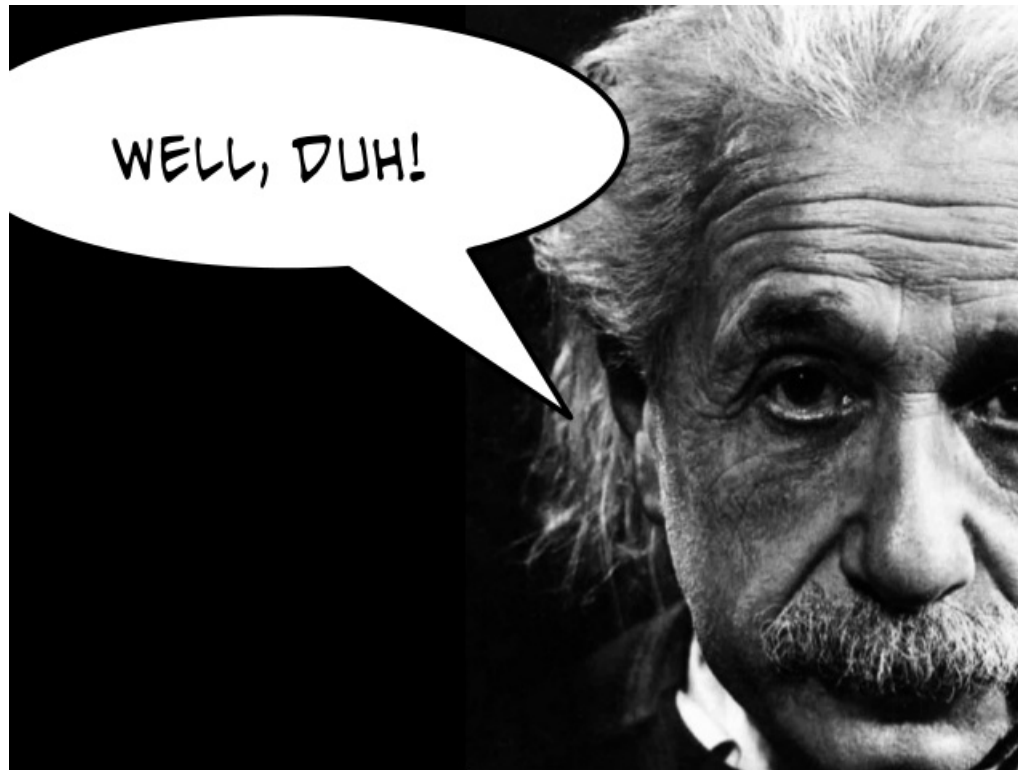
The local health department shall have policies and procedures to assure management information system security, and use passwords and screensavers to safeguard the privacy of electronic information.

REQUIRED DOCUMENTATION

- A. Agency cyber-security policies/procedures and quality improvement plan
AND
- B. Since the previous site visit, evidence of implementation of agency cyber-security quality improvement plan



**And...just because it made
sense after 20 years**



Activity 1.1

Community Health Assessment

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

1: A local health department shall conduct and disseminate results of regular community health assessments.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall conduct a comprehensive community health assessment every 48 months. The community health assessment must fulfill each of the following requirements:

- Provide evidence of community collaboration in planning and conducting the assessment.
- Reflect the demographic profile of the population.
- Describe socioeconomic, educational and environmental factors that affect health.
- Assemble and analyze secondary data (collected by someone other than the health department) to describe the health status of the community.
- Collect and analyze primary data (collected by the health department) to describe the health status of the community.
- Compile and analyze trend data to describe changes in community health status and in factors affecting health.
- Use scientific methods for collecting and analyzing data.
- Identify population groups at risk for health problems.
- Identify existing and needed health resources.
- Compare selected local data with data from other jurisdictions (e.g., local to state, local to local).
- Identify leading community health problems.

REQUIRED DOCUMENTATION

- A. Letter(s) from NCDPH stating CHA meets content requirements described above



Activity 2.1

Vital Records

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

2: The local health department shall work with health care providers in the community to report reportable diseases and other health-related events and data.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall collect local vital records of births and deaths and transmit them to the Division.

REQUIRED DOCUMENTATION

- A. Current job description of the Deputy Registrar(s), outlining duties delegated by the Health Director
AND
- B. Most recent quarterly report from N.C. Vital Records



Activity 8.1

Laboratory Samples

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

8: The local health department shall provide or have access to laboratory capacity capable of providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have written policies and procedures for handling clinical and environmental laboratory samples.

REQUIRED DOCUMENTATION

- A. Protocols* for handling clinical and environmental laboratory samples
OR
- Within the past 24 months, letter from the State Laboratory of Public Health's Regional Consultant stating that voluntary consultation found acceptable laboratory compliance

Activity 8.2

Laboratory Compliance

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

8: The local health department shall provide or have access to laboratory capacity capable of providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department laboratory and external laboratories utilized by the local health department shall comply with all applicable federal regulations for clinical and environmental laboratory testing.

REQUIRED DOCUMENTATION

- A. List of laboratories used and their areas of certification, if other than the North Carolina State Laboratory of Public Health
OR
- Within the past 24 months, letter from the State Laboratory of Public Health's Regional Consultant stating that voluntary consultation found acceptable laboratory compliance

Activity 8.3

Access to Laboratory Services

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

8: The local health department shall provide or have access to laboratory capacity capable of providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall provide or have access to laboratory services capable of meeting routine diagnostic and surveillance needs.

REQUIRED DOCUMENTATION

- A. Current CLIA or other appropriate certificate for each laboratory used
AND
- B. Current contract(s) or evidence of agreement with external laboratories, if other than the North Carolina State Laboratory of Public Health

Activity 8.4

Laboratory Services for Problems/Hazards/Emergencies

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assessment

BENCHMARK

8: The local health department shall provide or have access to laboratory capacity capable of providing for rapid detection and containment of communicable disease outbreaks; environmental health hazards; potential biological, chemical and radiological threats.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall provide or have access to laboratory services to support investigations of public problems, hazards, and emergencies.

REQUIRED DOCUMENTATION

- A. Current protocols and guidelines regarding access to laboratory services
OR
- Within the past 24 months, letter from the State Laboratory of Public Health's Regional Consultant stating that voluntary consultation found acceptable laboratory compliance



Activity 12.2

Collaboration to Assess Resource Needs

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Policy Development

BENCHMARK

12: The local health department shall develop strategies in collaboration with community partners to solve existing community health problems.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall participate in a collaborative process to assess resources needed, including personnel, funding, policy changes, and system change, to address community health problems.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, list of participants (by organization or group represented) in a collaborative process to assess resources needed to address community health problems
AND
- B. Since the previous site visit, evidence of the department's active participation in this collaborative process

Activity 12.3

Collaboration to Implement Population-Based Programs

STANDARD

Agency Core
Functions and
Essential Services

FUNCTION

Policy Development

BENCHMARK

12: The local health department shall develop strategies in collaboration with community partners to solve existing community health problems.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall participate in a collaborative process to implement population-based programs to address community health problems.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, list of participants (by organization or group represented) in a collaborative process to implement population-based programs to address community health problems
AND
- B. Since the previous site visit, evidence of the department's active participation in this collaborative process




Activity 17.1

Environmental Health State Program Review

STANDARD
Agency Core Functions and Essential Services

BENCHMARK
17: The local health department shall monitor compliance with public health laws and rules.

ESSENTIAL SERVICES


FUNCTION*
Assurance

ACTIVITY
The local health department shall conduct inspection and permitting activities for state mandated environmental health regulatory programs.


REQUIRED DOCUMENTATION
A. Completion of Activity 17.1 and 22.2 Division of Public Health State Programs Section of the XXXX County HDSAI Programs List
AND
B. Letters from appropriate monitoring offices of N.C. Division of Public Health verifying environmental health program compliance

Activity 22.2

Health Services State Program Review

STANDARD
Agency Core Functions and Essential Services

BENCHMARK
22: The local health department shall serve as a health care provider when local needs and authority exist, and the agency capacity and resources are available.

ESSENTIAL SERVICES


FUNCTION
Assurance

ACTIVITY
The local health department shall comply with laws, rules and contractual requirements for programs and services provided pursuant to the local health department's consolidated agreement and agreement addenda, including requirements for corrective action.


REQUIRED DOCUMENTATION
A. Completion of Activity 17.1 and 22.2 Division of Public Health State Programs Section of the XXXX County HDSAI Programs List
AND
B. Letters from appropriate monitoring offices of N.C. Division of Public Health verifying program compliance

Activity 22.3

Health Services Local Program Review

STANDARD
Agency Core Functions and Essential Services

BENCHMARK
22: The local health department shall serve as a health care provider when local needs and authority exist, and the agency capacity and resources are available.

ESSENTIAL SERVICES


FUNCTION
Assurance

ACTIVITY
The local health department shall comply with laws and rules relating to programs and services offered by local health department but not covered by the consolidated agreement and agreement addenda.

REQUIRED DOCUMENTATION
A. Completion of Activity 22.3 Program and Services Offered by the Local Health Department But Not Covered by the Consolidated Agreement and Agreement Addenda Section of the XXXX County HDSAI Programs List
AND
B. Policies and procedures for each program



Activity 21.3

Use of Programs and Services

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

21: The local health department shall lead efforts in the community to link individuals with preventive, health promotion, and other health services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall develop and implement strategies to increase use of public health programs and services.

REQUIRED DOCUMENTATION

- A. Plan(s) for increasing utilization of public health programs and services
AND
- B. Since the previous site visit, evidence of implementation of the utilization of public health programs and services plan



Activity 24.1

Staff Training Access Policies

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

24: The local health department shall regularly evaluate staff training and development needs and provide opportunities for continuing education, training and leadership development.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall have policies that promote and provide staff access to training.

REQUIRED DOCUMENTATION

- A. Policy that promotes and provides staff access to training



Activity 26.3

Cultural Sensitivity and Competency Training

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

26: The local health department shall promote diversity in the public health workforce.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall assure that agency staff receives training in cultural sensitivity and competency.

REQUIRED DOCUMENTATION

- A. Policy on cultural sensitivity and competency
OR
Policy on cultural humility*
AND
- B. Since the previous site visit, evidence of implementation through staff training



Activity 28.1

Program Effectiveness Review

STANDARD

Agency Core Functions and Essential Services

FUNCTION

Assurance

BENCHMARK

28: The local health department shall use research to develop and evaluate public health programs.

ESSENTIAL SERVICES



ACTIVITY

Before implementing a proposed public health program, the local health department shall review, when available, research evaluating the potential effectiveness of the program.

REQUIRED DOCUMENTATION

- A. Since the previous site visit, evidence of review evaluating the potential effectiveness of programs



Activity 30.10

Tobacco-Free Grounds

STANDARD

Facilities and
Administrative
Services

BENCHMARK

30: The local health department shall provide safe and accessible physical facilities and services.

ESSENTIAL SERVICES



ACTIVITY

The local health department shall make efforts to prohibit the use of tobacco in all areas and grounds within fifty (50) feet of the health department facility.

REQUIRED DOCUMENTATION

- A. Tobacco-free facilities policy which includes reference to prohibition of tobacco use within 50 feet by vote of the board of health or the board of county commissioners for ALL department facilities
OR
Since the previous site visit, evidence that a request to prohibit the use of tobacco within 50 feet was made to the board of health, county commissioners or property owner for ALL facilities with a response from the board of health, county commissioners or property owner

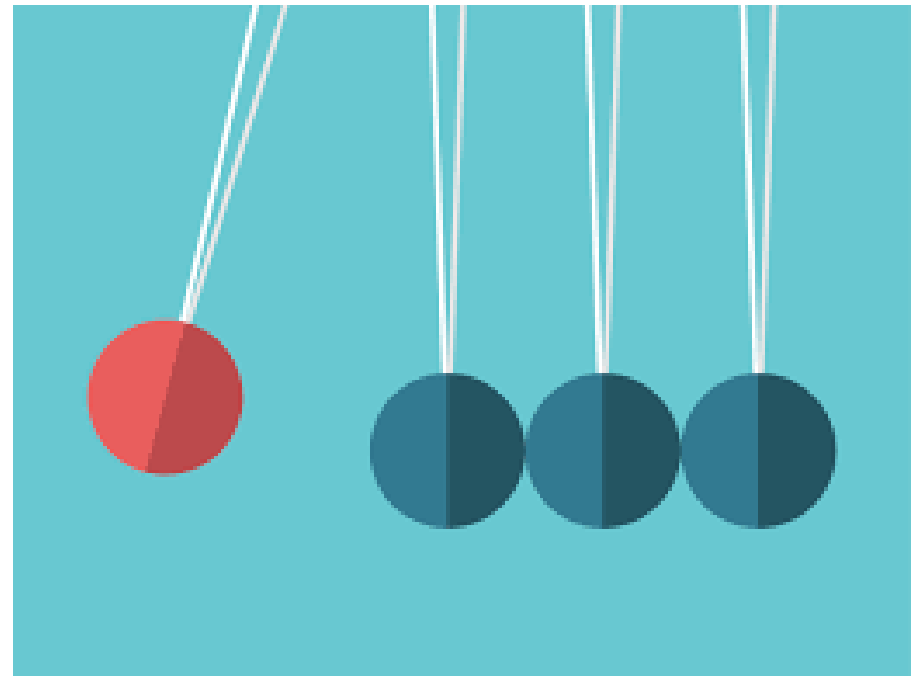


In summary...

- 6-year cycle
- The January HDSAI Interpretation Document will go into effect on Jan. 1, 2022
- Use the HDSAI Interpretation Document in effect for that year
- Working on a process to update the dashboard



What these changes mean for the “big picture”...



4 Hear & Discuss Questions

go.unc.edu/HDSAI2022questions

