[HEALTH DEPARTMENT LOGO]

[HEALTH DEPARTMENT NAME]

Public Health Accreditation Board (PHAB) Site Visit

Community Partner Tip Sheet

When is the Date?

*(Date)*

Where is the meeting?

*(Location)*

What time is the event?

*(Time)*

**The following information is offered as background to help you prepare:**

What is Public Health Accreditation?

Public health department accreditation is defined as the development of a set of standard, a process to measure health department performance against those standards, and reward or recognition for those health departments who meet the standards. Public Health Accreditation Board’s (PHAB) accreditation process seeks advance quality and performance within public health departments (PHAB) accreditation seeks to advance quality and performance within public health department. PHAB standards define the expectations for all public health departments that seek accreditation. Nation public health department accreditation was developed because of the desire to improve service, value, and accountability to stakeholders.

Accreditation through PHAB provides a means for a public health department to identify performance and management improvement opportunities; leadership development; and improve relationships with the community. The process is one that challenges the public health department to think about how it does that business. Accreditation fosters greater credibility, accountability and transparency. PHAB’s accreditation standards address the array of public health functions set forth in the Ten Essential Public Health Services. The standards address a range of core public health programs and activities including, but not limited to the following:

* Environmental Public Health
* Health Education
* Health Promotion
* Community Health
* Chronic Disease Prevention and Control
* Communicable Disease
* Injury Prevention
* Maternal and Child Health
* Public Health Emergency Preparedness
* Access to Clinical Services
* Public Health Laboratory Services
* Management, Administration and Governance

Thus, public health department accreditation gives reasonable assurance of the range of public health services that a public health department should provide.

Who Will Be The Site Team Members?

NOTE: The PHAB site visit team will be three site reviewers from across the country as well as one PHAB accreditation specialists

(Site Reviewers)

(PHAB Accreditation Specialists)

Why Have We Asked You To Participate?

Much of the work the [Health Department] does is a collaborative process of collecting and analyzing data and information for use in educating and mobilizing communities , developing priorities, garnering resources, and planning actions to improve population health. We conduct our work in partnership with other organizations such as yours and provide data and information on demographics; socioeconomic characteristics, and/or state determinants or health status; and evidence-and population-based public health interventions. We invite you to share your experience with the [Health Department] to the PHAB site review team.

What to Anticipate During the Site Review Interview?

* There is no need to prepare remarks or presentations. The Site visit does not affect (positively or negatively) your relationship with [Health Department]. We want to encourage an open conversation that describes your partnership, activities, and common purpose.
* The site review team’s task is to validate the relationship between the [Health Department] and its partners.
* The site review conversation with community partners will be a discussion and dialogue about your agency and your relation with the [Health Department].

Example Questions that the PHAB Reviewers may ask

* Please introduce yourself/organization and explain your relationship with the Department
* What are some of the key relationships your Department has with the community
* How did your Department engage community partners in the development of the State Health Profile and State Health Improvement Plan (SHIP)?
* How was/is the community involved in the implementation of the Department Plan?
* How is the Department supporting the implementation of the State Health improvement Plan?
* From the organization’s perspective, how does the community view your Department?
* Who is not here that should be here (Who else should your Department be involved/partnering with)?
* If there was one thing your Department could do better, what would it be?
* What is one thing about your Department you think we should know that has not yet bee said?