

Standards for Public Health in Washington State

Jefferson County Public Health

2011 Performance Review Report (Basic Set)

The Standards and the 2011 Performance Review

Thank you for participating in the performance review of the Standards for Public Health in Washington State. The intent of the Standards is to provide an overarching measurement framework for the many services, programs, legislation, and state and local administrative codes that affect public health.

With permission from Public Health Accreditation Board (PHAB), the 2010-2011 Standards for Public Health in Washington are based on the PHAB Standards (Beta Test version) as well as recommendations from the 2008 Washington State site reviews. In late 2010 the Public Health Standards Workgroup, with approval from the Public Health Improvement Partnership, developed a Basic Set of public health performance standards for the 2010-2011 Standards Review cycle. This set of standards contains approximately 40% of the measures found in the Washington 'required' set of standards. The intent was to reduce the burden on smaller local health agencies and to encourage statewide participation in the standards review.

Agencies had a choice about the scope of the 2010-2011 review. Those who wanted to prepare for accreditation in the future could use this cycle to prepare by agreeing to be reviewed on all standards and measures. Local health agencies had three options for their type of review:

1. The full set of PHAB/National Standards as well as several Washington only measures
2. The Washington set of standards and measures (80% overlap with the PHAB Beta set)
3. The Basic set (reduced set by 60% fewer measures than the WA set)

This Report

The site reviews again demonstrated the incredible commitment, creativity and hard work of the people in the public health system. This report is specific to your local health jurisdiction and is intended to give you feedback about the documentation you provided as a demonstration of how you met each measure. However, before describing the details that are in the report, we want to summarize overall observations regarding your organization's strengths and opportunities for improvement as observed during the standards review.

Strengths

- Written Policies regarding Confidentiality and HIPPA requirements
- Process and protocols to maintain collect data from multiple sources for comprehensive review and analysis of surveillance data
- Conducting and disseminating health data focused on population health status and issues facing the community
- Investigating health problems and environmental public health hazards to protect the community including the timely investigation and reporting of notifiable diseases, lab test results and investigation results
- Maintaining written protocols and implementing a system to receive and provide health alerts and appropriate response on a 24/7 basis
- Risk Communication Plan
- Development of public health policies and plans
- Conducting enforcement activities
- Numerous exemplary documents representing multiple strengths in your programs
- QI improvement efforts

Areas for Improvement

- Implement a Quality Improvement Plan
- Establish and implement quantifiable and time-framed measures and outcomes in all program areas and activities

The Performance Review Approach

The performance review included the 2010 Department of Health review as a PHAB Beta Test site and 34 local health jurisdictions (LHJs) sites. Each site was asked to use the appropriate Guidelines to prepare for the performance review, organizing documentation supporting the review of each measure.

During the performance review, an independent consultant from MarMason Consulting, LLC evaluated the documents and scored each measure. For those LHJs that opted to submit documentation for either the full PHAB/National standards or the Washington Standards, an internal DOH reviewer also participated in the scoring. When the reviewer had questions regarding the documentation, an informal interview was conducted with the appropriate manager or staff person from the agency. In addition, potential exemplary practice documentation was collected from each site. The reviews concluded with a closing conference in which general strengths and opportunities for improvement were discussed, and feedback on the standards and assessment process was obtained. All of this information will be compiled into a statewide system report, with recommendations regarding the next steps for the performance improvement of public health practice across the State.

Results of the Site Review

The attached report is organized into three sections. First there is a summary showing Part A and each of the ten domains and the performance on each measure in each standard. This section is color coded

with green to indicate that the measure was demonstrated, yellow to indicate that the measure was partially demonstrated and red to indicate that the measure was not demonstrated. The measure is blank if it was scored as 'not applicable.' This summary gives the agency immediate information on performance in each of the standards. The second section is a detailed summary for each measure with a list of all the documents used to score the measure and related comments for all measures applicable at the agency level. In this second section, measures that were scored at the program level show the calculated score derived from the program scores and the documentation and comments for all programs. The third section of this report is the program detail with the list of documents and comments for each of the programs reviewed for the LHJ. The scores from each of the programs were aggregated to provide a single score for that measure at the agency level that is reported in section two.

Comparability to Previous Results

Due to the adoption of the PHAB standards, a major revision from the previous WA Standards, as well as changes in the type of review for many measures, comparison with the three earlier cycles of standards review cannot be made.

Scoring and Related Information in the Site Reports

For each measure scored by the reviewer:

- 2 = demonstrates the measure,
- 1 = partially demonstrates the measure,
- 0 = does not demonstrate the measure,

Note that some measures were Not Applicable due to scoring in previous measures or the determination that they are not part of the activities of a specific program and these measures are noted as NA.

Comments provide clarification regarding the intent of the measure or the score assigned.

Documents lists, in abbreviated form, the documents that were the basis for the score. When multiple documents were provided and some did not demonstrate the measure or there were many more examples than needed, they are not all listed.

For each Standard: at the end of each Standard, there is a roll-up of the scores on all *applicable* measures in the Standard (the percent of measures scored as *demonstrates*, the percent scored as *partially demonstrates*, the percent scored as *does not demonstrate*).

Next Steps

First, celebrate what you have accomplished. In the period between the 2008 Performance Review and this performance cycle, it was clear to the site reviewers that improvements had been developed and implemented. Again, thank you for all of your hard work every day and especially for your work in preparing for the standards reviews.

Next, select the areas where you want to improve your performance. All of the information provided in this report is intended to support improvement of your organization's work on behalf of the citizens in your community and Washington State. After you have had a chance to digest this report and share it with staff and your Board of Health, you should review the data again to determine which areas of your work might benefit from a *focused improvement process*. Develop a brief, but specific and doable work plan—don't try to improve everything at once!

In selecting your areas of improvement you will be able to look at your overall strengths and opportunities for improvement (summarized above), or at the scores of specific Standards or measures. You will be assisted in this effort by several initiatives:

- **Exemplary practices:** The Exemplary Practices Compendium provides you with documentation from many of the LHJs in Washington State. Potential exemplary practice documents were gathered from each of the sites and the very best examples for each measure will be organized into an electronic tool kit. This material will be available at www.doh.wa.gov/phip/Standards/BestPractices/StandardsExemplaryPractices.htm.
- **Statewide initiatives** such as the Multistate Learning Collaborative and other efforts like the 5930 Initiative provide opportunities for formal efforts to improve performance. Based on the recommendations in the system wide report, the Public Health Improvement Partnership will adopt additional statewide initiatives related to the measures.

Finally, begin preparing now for the next performance review. The Standards Performance process itself has been conducted using quality improvement principles and methods, including the Plan-Do-Study-Act cycle. At this time, the next cycle is planned for 2013-2014.

Strategies for building on your current performance:

- Save the documentation you have used in this cycle as a good starting point for continuing to identify documentation for demonstrating performance.
- Establish an electronic document library for collecting documentation and to facilitate the continued use of an electronic format for the next cycle.
- Adopt or adapt as many exemplary practices as possible to improve your performance against the measures. There is no reason to 're-invent the wheel,' when another LHJ may have an excellent process or documentation method that you can start using with less time and effort.
- Identify methods for getting technical assistance from state programs, or from other LHJs that may have targeted the same areas for improvement. Great gains can be made through sharing ideas and resources.

Again, we thank you for all your work in preparing for this performance review, and especially for the terrific work you do in protecting and promoting the health of the citizens of Washington State that we were privileged to review.

Please contact Wanda Williams if you have any questions at wanda.williams@doh.wa.gov

Jefferson County Public Health Summary Site Report

Score Key:

- 2 = Demonstrates
- 1 = Partially Demonstrates
- 0 = Does Not Demonstrate
- NA = Not Applicable

Standard: 3 Use Data for Public Health Action

Measure	Score	Compliance Demonstration
1.3.3 L	2	Demonstrated

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

Measure	Score	Compliance Demonstration
2.1.1 L	2	Demonstrated
2.1.5 L	2	Demonstrated

Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

Measure	Score	Compliance Demonstration
2.2.3 L	2	Demonstrated

Standard: 4 Maintain Policies for Communication

Measure	Score	Compliance Demonstration
2.4.1 L	2	Demonstrated
2.4.2 L	2	Demonstrated
2.4.4 L	2	Demonstrated

Domain: 3 Inform and educate about public health issues and functions

Jefferson County Public Health Summary Site Report

Score Key:

- 2 = Demonstrates
- 1 = Partially Demonstrates
- 0 = Does Not Demonstrate
- NA = Not Applicable

Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

Measure	Score	Compliance Demonstration
3.1.1 L	2	Demonstrated
3.1.2 L	2	Demonstrated

Standard: 2 Communicate Information on Public Health Issues and Functions

Measure	Score	Compliance Demonstration
3.2.3 L	2	Demonstrated
3.2.4 L	2	Demonstrated

Domain: 4 Engage with the community to identify and address health problems

Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

Measure	Score	Compliance Demonstration
4.1.1 L	2	Demonstrated

Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

Measure	Score	Compliance Demonstration
4.2.1 L	2	Demonstrated

Domain: 5 Develop public health policies and plans

Jefferson County Public Health Summary Site Report

Score Key:

2 = Demonstrates ■
 1 = Partially Demonstrates ■
 0 = Does Not Demonstrate ■
 NA = Not Applicable

Standard: 2 Develop and Implement a Strategic Plan

Measure	Score	Compliance Demonstration
5.2.2 L	2	Demonstrated
5.2.3 L	2	Demonstrated

Standard: 4 Maintain All Hazards/Emergency Response Plan

Measure	Score	Compliance Demonstration
5.4.2 L	2	Demonstrated

Domain: 6 Enforce public health laws and regulations

Standard: 2 Educate About Public Health Laws

Measure	Score	Compliance Demonstration
6.2.2 L	2	Demonstrated
6.2.3 L	2	Demonstrated

Standard: 3 Conduct Enforcement Activities

Measure	Score	Compliance Demonstration
6.3.1 L	2	Demonstrated
6.3.2 L	2	Demonstrated
6.3.3 L	2	Demonstrated
6.3.4 L	2	Demonstrated

Domain: 7 Promote strategies to improve access to healthcare services

Jefferson County Public Health Summary Site Report

Score Key:

- 2 = Demonstrates
- 1 = Partially Demonstrates
- 0 = Does Not Demonstrate
- NA = Not Applicable

Standard: 2 Implement Strategies to Improve Access to Healthcare Services

Measure	Score	Compliance Demonstration
7.2.1 L	2	Demonstrated

Domain: 8 Maintain a competent public health workforce

Standard: 2 Maintain a Competent Public Health Workforce

Measure	Score	Compliance Demonstration
8.2.1 L	2	Demonstrated
8.2.3 L	1	Partially Demonstrated

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

Measure	Score	Compliance Demonstration
9.1.3 L	2	Demonstrated
9.1.4 L	2	Demonstrated

Standard: 2 Implement Quality Improvement

Measure	Score	Compliance Demonstration
9.2.2 L	1	Partially Demonstrated
9.2.3 L	2	Demonstrated

**Jefferson County Public Health
Summary Site Report**

Score Key:

2 = Demonstrates



1 = Partially Demonstrates



0 = Does Not Demonstrate



NA = Not Applicable

Overall Score Totals

	Specific LHJ Totals
Demonstrated	94%
Partially Demonstrated	6%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: A Administrative Capacity and Governance

Standard: 1 Provide Infrastructure for Public Health Services

Develop and maintain an operational infrastructure to support the performance of public health functions.

	Score	Comments	Documents
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A.1.2 L	2		03 11 10 General Staff Meeting Notes HIPAA review, HIPAA Training 3-11- 2010, HIPAA BUSINESS ASSO Contract, Ackn of Receipt-Privacy, Disclosing PHI Policy, HIPAA- CaseQuestion, HIPAA-EMPLOYEE CONFIDENTIALITY FORM 2011, JCPH Limiting Access Policy, JCPH NON-EMPLOYEE Access Confidential Info, SecurityStandards- HIVSurveillance 7-09
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Score Totals for Standard: 1 Provide Infrastructure for Public Health Services

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

**Jefferson County Public Health
Detailed Agency Report**

Domain: A Administrative Capacity and Governance

Standard: 2 Provide Financial Management Systems

Establish effective financial management systems.

	Score	Comments	Documents
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A.2.3 L	2		2010ExpForecasting, 2010RevForecasting, FinanceMtgMinutesDec2010, FinanceMtgMinutesOCT2010, ExpBudTracking Report 2010, BOCC Official Business 12/14/10, 2011 Annual Budget Approved
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Score Totals for Standard: 2 Provide Financial Management Systems

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 1 Collect and Maintain Population Health Data

Collect and maintain reliable, comparable, and valid data that provide information on conditions of public health importance and on the health status of the population.

	Score	Comments	Documents
1.1.1 L	2		11-Internet Usage Policy, 2009 Performance Measures Report CD, 120710 RDO Report Jefferson co, AUG 2010 FINAL clean air regulation flow chart, Jefferson 24-7 after-hours 070409, Jefferson During Business Hours 7-30-09, Notifiable Cond Guide, R2 ERP App 2 (30Dec10) RDO prot, R2 ERP Tab 2A (16Dec10) RDO roster, R2 ERP Tab 2B (16Dec10) Notifications UPDATED

Score Totals for Standard: 1 Collect and Maintain Population Health Data

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 2 Analyze Public Health Data

Analyze public health data to identify health problems, environmental public health hazards, and social and economic risks that affect the public's health.

	Score	Comments	Documents
1.2.1 L	2		12-16-10_BOH_Minutes_tob._distrib, 2009 Performance Measures Report CD, Chlamydia Screening Improvement Process 12-2010, JCPH Tobacco Fact Sheet Dec 2010, JCPH
1.2.2 L	2		12-16-10_BOH_Minutes, 2010JeffTobaccoProfile, 2010JeffTobaccoStat, Health of Jefferson County, Demo Update 2010, Influenza Surveillance Report - 1, JCPH Tobacco Fact Sheet Dec 2010, Measure 1-2-2 Surveillance Report Aug. 2010, Region 2 Communicable Disease Surveillance Report - 8.10.10, Region 2 Communicable Disease Surveillance Report - August 2

Score Totals for Standard: 2 Analyze Public Health Data

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 3 Use Data for Public Health Action

Provide and use the results of health data analysis to develop recommendations regarding public health policy, processes, programs or interventions.

	Score	Comments	Documents
1.3.1 L	2		JC SBHC 09-10 Visit Report 20100728, 1 10th 1% Evaluation Report 2010 v2, 1 10th 1% Evaluation Report FINAL v2 2009, 2010 March 2 Minutes MHSA oversight committee, Data Steering Comm_Goals-Activities-Agenda
1.3.3 L	2	Please remove "Draft" from 2009 Report Family support programs doc. The scoring for this measure was based on the documents presented to the BOH at the 2010 March meeting.	2009 Performance Measures Report CD, 2009 Report Family support programs doc, 2009 Report Targeted Clinical Health Performance measures, 2010 March BOH Minutes with 2009 reports

Score Totals for Standard: 3 Use Data for Public Health Action

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

Conduct timely investigations of health problems and environmental public health hazards in coordination with other governmental agencies and key stakeholders.

	Score	Comments	Documents
2.1.1 L	2		Guidelines_Notifiable Conditions_investigate 11-10, Foodborne_Illness_Investigation, AUg 2010 FINAL clean air regulation flow chart,Solid Waste SOPs 1-19-2011, SW SOP APPENDIX A 1-2011
2.1.5 L	2		5930 Official Report July - Dec 2009, 5930 Performance Measure 2 Outcome Data Summary 6-2010

Score Totals for Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

**Jefferson County Public Health
Detailed Agency Report**

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

Contain/mitigate health problems and environmental public health hazards in coordination with other governmental agencies and key stakeholders

	Score	Comments	Documents
2.2.3 L	2		2009 Dec Boil Water 2-8-10, H1N1 AAR JCPH, Exercise event log JCPH

Score Totals for Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 4 Maintain Policies for Communication

Maintain a plan with policies and procedures required for urgent and non-urgent communications.

	Score	Comments	Documents
2.4.1 L	2		Broadcast Fax 2-8-11, Emergency Community info email, Measure 2-4-1 after hours contact web link, PHONE TREE---02-11, R2 ERP App 2 (30Dec10) RDO prot, R2 ERP Tab 2A (16Dec10) RDO roster, R2 ERP Tab 2B (16Dec10) Notifications UPDATED
2.4.2 L	2	Please ensure that document pages are dated- R2 ERP App 2 (4Aug10) RDO prot	Broadcast Fax 2-8-11, Jefferson SECURES User Account Tracking 10-13-10, R2 ERP App 2 (4Aug10) RDO prot, Jefferson Notifiable Conditions Surveillance Process Improv, Jefferson 24-7 after-hours 070409
2.4.4 L	2	Please ensure that R2 ERP App 5 (20Oct10) Risk Communications document includes a date	H1N1 INFLUENZA Web Page, H1N1-homefromschool 9-30-09, Swine_influenza_05-11-09 (2) press release, PHEPR Report Winter 2010, R2 ERP App 5 (20Oct10) Risk Communications

Score Totals for Standard: 4 Maintain Policies for Communication

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 3 Inform and educate about public health issues and functions

Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

Provide health education and health promotion policies, programs, processes, and interventions to support prevention and wellness.

	Score	Comments	Documents
3.1.1 L	2	To strengthen your response to this measure, provide the group or audience that the information targeted, the list information was distributed to and the purpose of the information.	Press Release #1 Flu 9-9-10, PG Quit Smoke July 2010, 2009 Sept. 9 Community Planning update
3.1.2 L	2		ProjectAlertJEFFCO2010, Tobacco March 2 2010, Headstart ECAP Convention June 2010, agenda City Council quarterly presentation, Family Support

Score Totals for Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 3 Inform and educate about public health issues and functions

Standard: 2 Communicate Information on Public Health Issues and Functions

Provide information on public health issues and functions through multiple methods to a variety of audiences.

	Score	Comments	Documents
3.2.3 L	2	Please add date to the Risk Communication Plan	R2 ERP App 5 (20Oct10) Risk Communications
3.2.4 L	2		3.2.4 food websht rest inspect, JCPH 24 hr. contact, Business Polution Prevention Programs, CD Services, Community Health Programs-Services, Contact JCPH, EH Ordinance & Fee Schedule, EH-WQ Programs, Example-Link to CDC, Food Laws-Codes-Regs, Immunization Services, JCPH CD information, JCPH Notifiable Conditions contact, Onsite Code, Regulation - Sewage Management Plan, Solid Waste Regs-Enforcement, TobaccoRegWebsite, web news rel - harbor closure-toxins, web news res-TLCforseptics.Tobacco stake holders

Score Totals for Standard: 2 Communicate Information on Public Health Issues and Functions

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 4 Engage with the community to identify and address health problems

Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

the public health system and the community in identifying and addressing health problems through an ongoing, collaborative process.

	Score	Comments	Documents
4.1.1 L	2		CommunityTaskForceonDrugs, HealthyYouthCoalition, SBHC Interlocal Agreement, Healthy Youth One list of members, Healthy Youth Two list of members, Participants Standard review 4

Score Totals for Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 4 Engage with the community to identify and address health problems

Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

Promote understanding of and support for policies and strategies that will improve the public's health.

	Score	Comments	Documents
4.2.1 L	2		BOH minutes 2010 Jan 21 final, Comm Assessment- Invitation Letter, Contact list_Data Steering Comm, family support program survey results for BOH, Health of Jefferson County, Demo Update 2010, Health of Jefferson County, MH Sub Use Update 2010

Score Totals for Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 5 Develop public health policies and plans

Standard: 2 Develop and Implement a Strategic Plan

Develop and implement a health department organizational strategic plan.

	Score	Comments	Documents
5.2.2 L	2		2011 CD Performance Measures plan with 2009 actuals, 2011 Family Health planned performance measures, 2011 Population and Prevention performance measures, 2011 Targeted Clinical Health Performance measures, 2011EHDrinkWtrPerfmeas_, 2011EHFood, OSS 10-11 Plnd perform meas, SW performance measures 2011, http://www.jeffersoncountypublichealth.org/index.php?about-jcph , http://www.jeffersoncountypublichealth.org/pdf/Strategic%20Plan%20FINAL%2004-11.pdf
5.2.3 L	2		2009 Performance Measures Report CD, 2009 report actualEHFoodPerfMeas, 2009 Report Family support programs, 2009 Pop. Prevention performance measures, 2009 Targeted Clinical Health Performance measures, 2010 March BOH Minutes with 2009 reports2009EHDrinkWtrPerfmeas_YR END REPORT, 2011EHFood, OSS 09 report, perform meas, SW performance measures 2009 report

Score Totals for Standard: 2 Develop and Implement a Strategic Plan

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 5 Develop public health policies and plans

Standard: 4 Maintain All Hazards/Emergency Response Plan

Maintain All Hazards/Emergency Response Plan (ERP).

	Score	Comments	Documents
5.4.2 L	2		R2ERP Tab1A(Oct10)ICS, R2ERP Rec. of Rev.(Dec10), R2 ERP App 5 (20Oct10) Risk Comm, R2 ERP Chapter I - Intro (5Dec10), R2 ERP Chapter III (20Oct10) COOP, R2 ERP Tab 7BSNS, R2 ERPCh.IV(Nov10)Train. Ex, R2 ERPTabIVA (Nov10)Ex.Sch, R2ERP App.1(Oct10) ECC, R2ERPA7(10)Em.Med.Re, R2ERPApp7Medical Res, PIO-Press Releases 02-11, JCPH H1N1 AAR 4-23-10 final

Score Totals for Standard: 4 Maintain All Hazards/Emergency Response Plan

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 6 Enforce public health laws and regulations

Standard: 2 Educate About Public Health Laws

Educate individuals and organizations on the meaning, purpose, and benefit of public health laws and how to comply.

	Score	Comments	Documents
6.2.2 L	2		Food safety, Onsite Sewage Program, Tobacco Regulations & Enforcement, Standard 6-2-2 Web links, Mailing list for Food tobacco newsletter, Jefferson County Code on Internet Website, Jefferson County Code on Internet Website, Food Safety Tobacco News july 2010 PLUS, 6.2.3 food websht rules & guide, jefferson_I-901_checklist, Youth Access postcard tobacco retailers
6.2.3 L	2		Food contact list, Food newsletter 2010, Food O&M 1st letter 2009,

Score Totals for Standard: 2 Educate About Public Health Laws

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 6 Enforce public health laws and regulations

Standard: 3 Conduct Enforcement Activities

Conduct and monitor enforcement activities for which the agency has the authority and coordinate notification of violations among appropriate agencies.

	Score	Comments	Documents
6.3.1 L	2		Authority for SW Enf, Destruction Potentially Haz Foods, Emergency Drinking water Guidelines, Jefferson CleanIndoorAirOrd, MANUAL OF PROTOCOL FC, Sept 2010 FINALclean airregflow chart, Solid Waste SOPs 1-19-2011
6.3.2 L	2		AUg 2010 FINAL clean air regulation flow chart, Permitted Facilities log
6.3.3 L	2		HepA Enforcement Activities, tobacco compliance check, 2009 May BOH hearing, AUg 2010 FINAL clean air regulation flow chart
6.3.4 L	2		2010 Standards Review for Solid Waste Enforcement, SW performance measures 2010-2-11-10

Score Totals for Standard: 3 Conduct Enforcement Activities

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 7 Promote strategies to improve access to healthcare services

Standard: 2 Implement Strategies to Improve Access to Healthcare Services

Identify and implement strategies to improve access to healthcare services.

	Score	Comments	Documents
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7.2.1 L	2		Health Care access Agenda and minutes email Nov. 2010, Dec. 2010 Interagency mtg. on Health care Access
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Score Totals for Standard: 2 Implement Strategies to Improve Access to Healthcare Services

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 8 Maintain a competent public health workforce

Standard: 2 Maintain a Competent Public Health Workforce

Assess staff competencies and address gaps by enabling organizational and individual training and development opportunities.

	Score	Comments	Documents
8.2.1 L	2		EMPLOYEE PERFORMANCE EVALUATION REPORT, JCPH-PERF_REVIEW_FORM_06-26-08, Jefferson County personnel manual 2009, 2011 Evaluations sorted by next evaluation due date, Example - personnel Evaluation FORM EMPLOYEE PERFORMANCE EVALUATION REPORT, JCPH-PERF_REVIEW_FORM_06-26-08, Jefferson County personnel manual 2009, 2011 Evaluations sorted by next evaluation due date, Example - personnel Evaluation FORM
8.2.3 L	1	Examples found include Supervisory and Growing People Potential IV: An Institute for Managers and Supervisors, In order to fully demonstrate, content needs to be defined- agenda, training materials or certifications of completion.	Employee Training 2008-2011

Score Totals for Standard: 2 Maintain a Competent Public Health Workforce

	Specific LHJ Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

Evaluate public health processes, programs, and interventions provided by the agency and its contractors.

	Score	Comments	Documents
9.1.3 L	2		2009 Report Family support programs doc, 2009 Communicable Disease Performance Measures plan, 2009 Performance Measures Report CD 2009 Performance Measures Report CD, 2009 Communicable Disease Performance Measures plan
9.1.4 L	2		2011 CD Performance Measures plan with 2009 actuals, 2011 Family Health planned performance measures 2011 CD Performance Measures plan with 2009 actuals

Score Totals for Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

Jefferson County Public Health Detailed Agency Report

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 2 Implement Quality Improvement

Implement quality improvement of public health processes, programs, and interventions.

	Score	Comments	Documents
9.2.2 L	1	Unable to verify QI activities specifically related to QA Chart Review Policy.	Chlamydia Screening Improvement Process 12-2010, Quality Assurance Chart Review 01-10
9.2.3 L	2		Email regarding QI Training Julia Danskin attended 11, QI training sign-in, Quality Improvement Policy, 02 10 11 General Staff Meeting Notes, Employee Training 2008-2011

Score Totals for Standard: 2 Implement Quality Improvement

	Specific LHI Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

**Jefferson County Public Health
Program Report**

Program: Food Safety

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
6.2.3 L	Provide education to regulated entities regarding their responsibilities and methods to achieve full compliance with applicable laws	2		Food contact list, Food newsletter 2010, Food O&M 1st letter 2009,	
6.3.1 L	Maintain current written procedures and protocols for conducting enforcement actions	2		Authority for SW Enf, Destruction Potentially Haz Foods, Emergency Drinking water Guidelines, Jefferson CleanIndoorAirOrd, MANUAL OF PROTOCOL FC, Sept 2010 FINALclean airregflow chart, Solid Waste SOPs 1-19-2011	MANUAL OF PROTOCOL FC, Sept 2010 FINALclean airregflow chart, Solid Waste SOPs 1-19-2011
6.3.2 L	Conduct inspection activities of regulated entities according to mandated frequency and/or a risk analysis method that guides the frequency and scheduling of inspections of regulated entities	2		AUG 2010 FINAL clean air regulation flow chart, Permitted Facilities log	
6.3.3 L	Conduct enforcement activities and follow up on complaints according to procedures and protocols for both routine and emergency situations	2		HepA Enforcement Activities, tobacco compliance check, 2009 May BOH hearing, AUG 2010 FINAL clean air regulation flow chart	AUG 2010 FINAL clean air regulation flow chart
6.3.4 L	Conduct analysis of complaints, violations and enforcement activities to determine patterns, trends, compliance and effectiveness	2		2010 Standards Review for Solid Waste Enforcement, SW performance measures 2010-2-11-10	

**Jefferson County Public Health
Program Report**

Program: Food Safety

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
8.2.1 L	Complete performance evaluations and improvement/training plans	2		EMPLOYEE PERFORMANCE EVALUATION REPORT, JCPH-PERF_REVIEW_FOR M_06-26-08, Jefferson County personnel manual 2009, 2011 Evaluations sorted by next evaluation due date, Example - personnel Evaluation FORM	
9.1.3 L	Establish goals, objectives and performance measures for processes, programs and interventions	2		2009 Report Family support programs doc, 2009 Communicable Disease Performance Measures plan, 2009 Performance Measures Report CD	
9.1.4 L	Monitor performance measures for processes, programs and interventions	2		2011 CD Performance Measures plan with 2009 actuals, 2011 Family Health planned performance measures	

Jefferson County Public Health Program Report

Program: Food Safety

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
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Score Total for: Food Safety

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding

**Jefferson County Public Health
Program Report**

Program: Immunizations

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
8.2.1 L	Complete performance evaluations and improvement/training plans	2		EMPLOYEE PERFORMANCE EVALUATION REPORT, JCPH-PERF_REVIEW_FOR M_06-26-08, Jefferson County personnel manual 2009, 2011 Evaluations sorted by next evaluation due date, Example - personnel Evaluation FORM	
9.1.3 L	Establish goals, objectives and performance measures for processes, programs and interventions	2		2009 Performance Measures Report CD, 2009 Communicable Disease Performance Measures plan	
9.1.4 L	Monitor performance measures for processes, programs and interventions	2		2011 CD Performance Measures plan with 2009 actuals	

Jefferson County Public Health Program Report

Program: Immunizations

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
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Score Total for: Immunizations

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

Note: Totals may not equal 100% due to rounding