



REVIEW QUESTIONS FOR SUBSTANTIAL COMPLIANCE

ORGANIZATIONAL CAPACITY ASSESSMENT

DOCUMENTATION

- ✓ Does the application include a statement signed by an authorized representative indicating that the organizational capacity self-assessment was completed by the local health department and reviewed by the board of health?

COMMUNITY HEALTH NEEDS ASSESSMENT

PURPOSE

- ✓ Does the community health needs assessment contain a statement of purpose?

COMMUNITY PARTICIPATION

- ✓ Does the community health needs assessment include community participation?
- ✓ Does the community health needs assessment contain a description of the community participation process?
- ✓ Does the community health needs assessment contain a list of community groups involved in the process?

METHODS

- ✓ Does the community health needs assessment include an adequate analysis of data contained in the IPLAN Data System provided by the Department for assessment purposes?
- ✓ Does the community health needs assessment contain a method for establishing priorities?

RESULTS

- ✓ Does the community health needs assessment contain an adequate description of the health status and health problems most meaningful for the community in the data groupings designated by the Department in the IPLAN Data System?
 - ✓ demographic and socioeconomic characteristics?
 - ✓ general health and access to care?
 - ✓ maternal and child health?
 - ✓ chronic disease?
 - ✓ infectious disease?
 - ✓ environmental/occupational/injury control?
 - ✓ sentinel events?



- ✓ Does the community health needs assessment include priority ranked community health needs identified based on the analysis of data and the judgment of the community participants?

PRIORITIES

- ✓ Does the community health needs assessment contain a description of the process and outcomes of setting priorities?
- ✓ Does the community health needs assessment establish at least three priority health needs?

COMMUNITY HEALTH PLAN

BOARD OF HEALTH APPROVAL

- ✓ Was the community health plan adopted by the board of health?

PURPOSE STATEMENT

- ✓ Does the community health plan contain a statement of purpose that includes how the plan will be used to improve the health of the community?

COMMUNITY PARTICIPATION

- ✓ Did the local health department utilize community participation to assist in the development of the community health plan?

COMMUNITY HEALTH PLAN PROCESS

- ✓ Does the community health plan contain a description of the process used to develop the community health plan?

PRIORITIES

- ✓ Does the community health plan address the three priority health needs identified in the community health needs assessment?

FOR EACH PRIORITY:

- ✓ Does the *description* of the health problem provide you with an adequate base of information to understand why the community selected this problem?



- ✓ Does the *description* include:
 - ✓ the importance of the priority health need?
 - ✓ summarized data and information on which the priority is based?
 - ✓ an analysis to identify population groups at risk of poor health status within the local health department's jurisdiction?
 - ✓ the relationship of the priority to Healthy People 2010 National Health Objectives and subsequent revisions?

- ✓ Does the *analysis* adequately establish the problem's
 - ✓ risk factors?
 - ✓ direct contributing factors?
 - ✓ indirect contributing factors?

- ✓ Does the community health plan contain at least one measurable *outcome objective* covering a five-year time frame? *Does the outcome objective really address a measurable health outcome?*

- ✓ Does the community health plan contain at least one measurable *impact objective* related to each outcome objective? *Does the impact objective really address a measurable risk factor?*

- ✓ Does the community health plan contain at least one *proven intervention strategy*, which reasonably addresses each impact objective? *Does the proven intervention strategy really address a measurable (direct or indirect) contributing factor?*

- ✓ Does the discussion of the proven intervention strategy include an analysis of:
 - ✓ community resources that will contribute to implementation?
 - ✓ estimated funding needed for implementation?
 - ✓ anticipated sources of funding?