1. **Information and Data**

**This standard examines the agency’s ability to collect, analyze and disseminate locally relevant epidemiological data.**

**Standard #9: Provide timely, statewide, and locally relevant and accurate information to the health care system and service area on chronic disease and injury prevention and control**.

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 9.1 | Ensure that chronic disease and injury prevention information is included in the community health assessment (CHA) and community health improvement plan (CHIP), every five years. | CHA and CHIP with chronic disease and injury prevention information highlighted |  |  |  |
| 9.2 | Using CHA data, provide evidence-based assessment of the health impacts of chronic disease and injury prevention. This assessment will include an analysis of the data, conclusions drawn from the data, and any action taken. | Fact sheets with sources cited, summary reports, outbreak reports, annual reports |  |  |  |
| 9.3 | Use evidence-based assessment of health impacts, CHA, and other data sources to identify priorities and develop planning documents for strategies to address chronic disease and injury prevention issues to share with community partners in developing the CHIP. | Coalition meeting minutes, staff meeting minutes, networking and team planning documentation, meeting minutes showing discussion of chronic disease and injury prevention planning tied to CHA |  |  |  |
| 9.4 | Analyze and communicate issues on chronic disease and injury prevention, including disparities, to agency staff, governing body and service area partners. | Analysis reports, meeting minutes with staff, service area partners and governing body, presentations |  |  |  |

1. **Community Partnerships**

**This standard demonstrates how the agency participates and provides leadership in community partnerships to develop shared priorities, strategies and outcome measures.**

**Standard #10: Identify and work with statewide and local chronic disease and injury prevention service area partners; develop and implement a prioritized prevention plan; and seek funding for high priority initiatives.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 10.1 | Develop and maintain strategic, cross-sector partnerships and collaborations across systems and settings to enhance chronic disease and injury prevention activities. | Advisory or stakeholder group meeting minutes with attendance list, partnership agendas and notices, letters of support on joint projects |  |  |  |
| 10.2 | Provide information on chronic disease and injury prevention policies, programs and strategies to communities, partners, policy makers, and others to demonstrate the importance of interconnected efforts needed to prevent and control these issues. | Advisory or stakeholder group meeting minutes with attendance list, examples of social and other media postings and notices, educational materials, fact sheets, email distribution lists, school health educational materials, legislative report or letters, presentations |  |  |  |
| 10.3 | Work with partners, stakeholders, and community members to identify community resources and understand community needs and priorities for CD issues. | Advisory or stakeholder group meeting minutes with attendance list, educational materials, email distribution lists, CHA, CHIP |  |  |  |
| 10.4 | Develop and implement prevention and health promotion programs identified in the CHIP or other local priorities (e.g., trauma, chronic stress, addiction or violence) | Programs developed from CHIP, town hall meetings, grant applications/narratives, examples of social and other media postings and notices, community gatherings utilizing evidence-based programing or researching the best practice or evidence-based trainings |  |  |  |

1. **Interventions and Activities**

**These standards examine the ability of the agency to implement multifaceted prevention and health promotion policies, programs and strategies across the lifespan to mitigate or enhance the health impact of social determinants, improve health equity and address specific health topics that contribute to chronic disease.**

**Standard #11: Initiate activities and /or programs that address chronic disease and injury prevention that have been identified in the CHIP.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 11.1 | Maintain subject matter expertise in: * Policy, systems, and environmental change;
* Evidence-based and emerging best practices;
* Social determinants of health and the health impact of chronic disease and injury prevention; and
* Chronic disease and injury prevention areas.
 | Training logs for all staff that work in chronic disease and injury prevention that show training in all points outlined in the measure, training schedules, certifications of attendance to trainings, meetings, seminars and workshops, CE completion. |  |  |  |
| 11.2 | Disseminate innovative, emerging, and evidence-based best practices with community partners. | Program research as developed and shared with others via meeting minutes, fact sheets, emails, social media posts |  |  |  |
| 11.3 | Educate consumers about health impacts of unhealthy behaviors such as using tobacco products; lack of nutrition, physical activity or oral health; and unintentional and intentional injuries. | Examples of social and other media postings and notices |  |  |  |
| 11.4 | Implement local policies, programs, and strategies to improve social, emotional, and physical health and safety at the level supported by existing funding. | Worksite wellness programs, policies shared with community partners such as Livable Streets, implementation of evidence-based programs, social and other media postings and notices |  |  |  |

**D. Evaluation**

**In this standard, the agency demonstrates how to implement a culture of quality improvement using nationally recognized tools and resources to determine how effectively it handles chronic disease management and determines how to improve processes and programs in the future.**

**Standard #12: Evaluate and assess chronic disease and injury prevention activities.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 12.1 | Using the agency Communication Plan's message evaluation strategy, evaluate the effectiveness of chronic disease and injury prevention materials and communications developed or presented by the agency. | Client surveys, internal monitors, agency QI projects, PDSAs, Story Boards, evaluation reports, analytics on social and other media postings and notices |  |  |  |
| 12.2 | Assess chronic disease and injury prevention and other health promotion activities conducted locally. | Pre-& post-evaluations of programs, client surveys, QI items such as PDSAs, governing body or coalition meeting minutes |  |  |  |
| 12.3 | Evaluate results for quality and process improvement initiatives for chronic disease and injury prevention activities. | AARs, QI report, performance management system (PMS) tracking with results, QI project summaries/reports/evaluations |  |  |  |
| 12.4 | Monitor and implement opportunities for improvement as indicated in the evaluation results. | Evaluation reports and work plans |  |  |  |
| 12.5 | Staff, agency management, and governing body work cooperatively to evaluate activities and interventions to improve chronic disease and injury prevention processes, activities and programs. | Staff and Board meeting minutes that show discussion on QI activities |  |  |  |