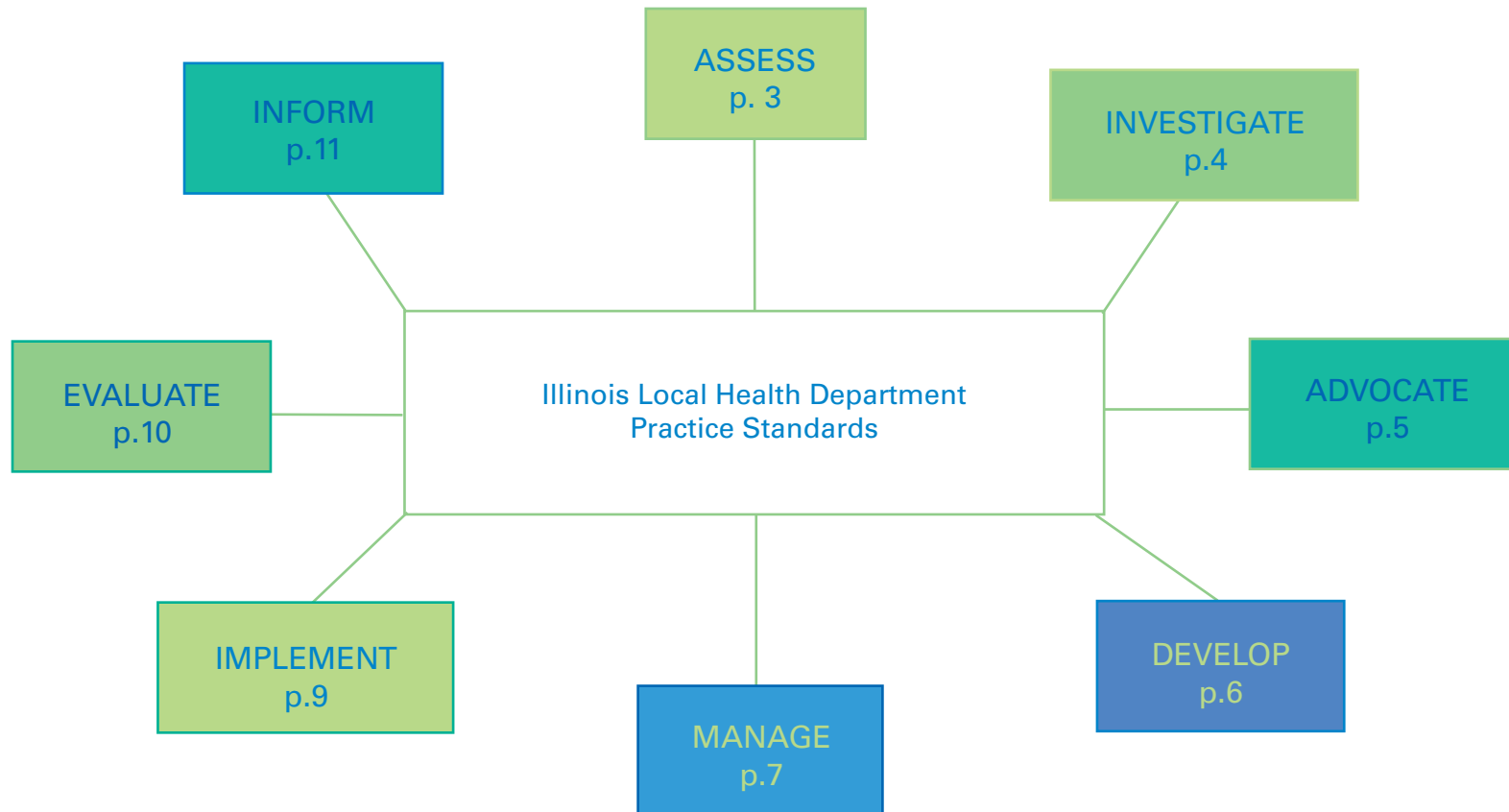


OVERVIEW: Illinois Practice Standards



Illinois Practice Standards

IAD Task Force Draft Measures and Evidence

For Revised Certification and Basic Accreditation



Standard >	Assess <i>Assess the health needs of the community by establishing a systematic needs assessment process that periodically provides information on the health status and health needs of the community</i>					
Illinois Draft Measures	<p>1.</p> <p>The LHD maintains community level health data sets describing the health status of the jurisdiction</p>	<p>2.</p> <p>The LHD examines data on the health of the community at least annually and prepares a community health profile</p>	<p>3.</p> <p>The LHD develops and improves relationships with community providers to improve disease reporting</p>	<p>4.</p> <p><i>The LHD leads the development of a community health needs assessment that systematically describes the prevailing health status and health needs of the population within the jurisdiction, every five years</i></p>	<p>5.</p> <p>The LHD participates in health assessment and data collection efforts in the community to bring a public health perspective to community development</p>	<p>6.</p> <p><i>The LHD analyzes data to identify trends, health problems, risk and protective factors, populations at risk of poor health status, needed health resources, and social and economic conditions that adversely affect the public's health</i></p>
Potential Basic Level Evidence	<ul style="list-style-type: none"> • IPLAN Data System • Cornerstone Data System • Other community health data sets 	<ul style="list-style-type: none"> • Annual community health report • Minutes of Board of Health meeting in which a profile of community health status is presented 	<ul style="list-style-type: none"> • INEDSS showing community providers that have been linked into the INEDSS system • Preparedness quarterly reports indicating provider contacts for disease reporting 	<ul style="list-style-type: none"> • IPLAN Community Needs Assessment • <i>The assessment shall, at a minimum, include an analysis of data contained in the IPLAN Data System provided by the Department for assessment purposes</i> 	<ul style="list-style-type: none"> • Statewide survey participation • Convening IPLAN community group • Membership in groups conducting assessments (e.g., hospital planning) • United Way or other community needs assessments • Meeting minutes showing health data and community health assessments are shared 	<ul style="list-style-type: none"> • IPLAN needs assessment identifying populations at risk • Asset map of the community • Other strategic plans examining community resources
NACCHO Operational Definition	<p>Obtain and maintain data that provide information on the community's health (e.g., provider immunization rates; hospital discharge data; environmental health hazard, risk, and exposure data; community-specific data; number of uninsured; and indicators of health disparities such as high levels of poverty, lack of affordable housing, limited or no access to transportation, etc.).</p>		<p>Conduct or contribute expertise to periodic community health assessments.</p>	<p>Develop relationships with local providers and others in the community who have information on reportable diseases and other conditions of public health interest and facilitate information exchange.</p>	<p>Integrate data with health assessment and data collection efforts conducted by others in the public health system.</p>	<p>Analyze data to identify trends, health problems, environmental health hazards, and social and economic conditions that adversely affect the public's health</p>

* Italics denote language from existing Illinois Administrative Code 600.400

Illinois Practice Standards IAD Task Force Draft Measures and Evidence For Revised Certification and Basic Accreditation



Standard >	Investigate <i>Investigate the occurrence of adverse health effects and health hazards in the community by conducting timely investigations that identify the magnitude of health problems, duration, trends, location and populations at risk</i>							
Illinois Draft Measures	<p>1.</p> <p>The LHD carries out investigations of infectious disease and environmental hazards in the community, using epidemiologic case investigation protocols.</p>	<p>2.</p> <p>The LHD maintains a surveillance system for data reporting, investigating and implementing activities to control the spread of communicable disease.</p>	<p>3.</p> <p>The LHD acts to improve its reach to meet the needs of populations at risk</p>	<p>4.</p> <p>The LHD coordinates its prevention activities with government agencies working at the local level to provide community or clinical prevention services, such as EPA, Medicaid, Human Services</p>	<p>5.</p> <p>The LHD leads public health emergency planning, exercises, and response activities in the community in accordance with the National Incident Management System, and coordinates with other local, state, and federal agencies.</p>	<p>6.</p> <p>The LHD participates in planning, exercises and response activities established in state and regional preparedness plans</p>	<p>7.</p> <p>The LHD maintains access to laboratory, epidemiologic, and biostatistical expertise and capacity to help monitor community health status and detect health problems</p>	<p>8.</p> <p>The LHD maintains the technology and policies necessary for urgent communications and electronic data exchange in the event of an emergency</p>
Potential Basic Level Evidence	<ul style="list-style-type: none"> IDPH site review reports, showing substantial compliance with LHPG requirements INEDSS for standardized case investigation protocols Evidence of an appropriately conducted, documented and reported outbreak investigation (if applicable) 	<ul style="list-style-type: none"> INEDSS disease reporting platform INEDSS quarterly local self-assessment LHD internal log of disease reports not otherwise reported on INEDSS platform (e.g. well water, lead) with disposition of LHD activities to mitigate problem 	<ul style="list-style-type: none"> IPLAN, demonstrating use of prevalence of conditions to target interventions, personal and community health interventions to mitigate chronic disease and injuries 	<ul style="list-style-type: none"> Inter-governmental councils, meeting notes, agendas MOUs 	<ul style="list-style-type: none"> Local preparedness quarterly reports to IDPH for preparedness activities and for coordinating relationships with government agencies 	<ul style="list-style-type: none"> Local preparedness quarterly reports to IDPH 	<ul style="list-style-type: none"> IDPH site reviews for LHPG, indicating that local staffing requirements are met Protocols/procedures for access to state lab services through INEDSS platform Rapid response team (RRT) records, indicating appropriate requests for and use of RRT in local jurisdiction Other documentation of ways LHD maintains access (e.g. contact info) 	<ul style="list-style-type: none"> Preparedness quarterly reports with checklist on emergency communication capacity/results of exercises
NACCHO Operational Definition	Investigate health problems and environmental health hazards	Prevent, minimize, and contain adverse health events and conditions resulting from communicable diseases; food-, water-, and vector-borne outbreaks; chronic diseases; environmental hazards; injuries; and health disparities.	Coordinate with other governmental agencies that investigate and respond to health problems, health disparities, or environmental health hazards.	Lead public health emergency planning, exercises, and response activities in the community in accordance with the National Incident Management System, and coordinate with other local, state, and federal agencies.	Fully participate in planning, exercises, and response activities for other emergencies in the community that have public health implications, within the context of state and regional plans and in a manner consistent with the community's best public health interest.	Maintain access to laboratory and biostatistical expertise and capacity to help monitor community health status and diagnose and investigate public health problems and hazards.	Maintain policies and technology required for urgent communications and electronic data exchange.	

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Illinois Practice Standards

IAD Task Force Draft Measures and Evidence

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Standard > Advocate *Advocate for public health, build constituencies and identify resources in the community by generating supportive and collaborative relationships with public and private agencies and constituent groups for the effective planning, implementation and management of public health activities.*

Illinois Draft Measures	<p>1.</p> <p><i>The LHD shall engage community participation in the health needs assessment process in order to facilitate the identification of community health problems and the setting of priorities from among those health problems</i></p>	<p>2.</p> <p><i>The LHD shall develop a community health plan that addresses at least three priority health needs.</i></p>	<p>3.</p> <p><i>The community health needs assessment shall contain a description of the health status and health problems most meaningful for the community in the data groupings in the IPLAN Data System</i></p>	<p>4.</p> <p><i>The LHD shall develop and strengthen communication with units of government, health-related organizations, health providers, citizens, and news media</i></p>	<p>5.</p> <p><i>The LHD develops and participates in partnerships to generate interest in and support for implementing community health priorities, including new and emerging public health issues</i></p>	<p>6.</p> <p><i>The LHD informs the community, governing bodies, and elected officials about governmental public health services that are provided, improvements being made in those services, and priority health issues not yet being adequately addressed</i></p>
Potential Basic Level Evidence	<ul style="list-style-type: none"> • IPLAN community health needs assessment and community health plan • Coalitions on focused public health topics (e.g. pandemic flu, cardiovascular disease prevention, etc.) 	<ul style="list-style-type: none"> • IPLAN Community Health Plan • <i>The CHP shall contain at least one measurable outcome objective covering a 5-year time frame related to each priority health need and at least one measurable impact objective related to each outcome objective.</i> 	<ul style="list-style-type: none"> • IPLAN needs assessment and community health plan 	<ul style="list-style-type: none"> • Presentations at public meetings/meeting agendas • Newspaper clippings about community health priorities and public health 	<ul style="list-style-type: none"> • <i>IPLAN assessment and plan, including a description of the community participation process, a list of community groups involved in the process and method the community group uses to establish priorities</i> • Grant proposals to fund community priorities developed by LHD or other community agencies • Letters of support for grant proposals • Lists of members of topic-oriented coalitions • Linkage agreements among strategic partners • Annual report listing external relationships maintained by the LHD 	<ul style="list-style-type: none"> • Dissemination list for IPLAN community assessment and community health plan • LHD annual reports • Minutes of meetings at city councils, county boards sharing information about services provided • Testimony and/or letters to elected officials about needed policy changes
NACCHO Operational Definition	<p>Engage the local public health system in an ongoing, strategic, community-driven, comprehensive planning process to identify, prioritize, and solve public health problems; establish public health goals; and evaluate success in meeting the goals.</p>		<p>Promote the community's understanding of, and advocacy for, policies and activities that will improve the public's health.</p>		<p>Support, implement, and evaluate strategies that address public health goals in partnership with public and private organizations.</p> <p>Develop partnerships to generate interest in and support for improved community health status, including new and emerging public health issues.</p>	<p>Inform the community, governing bodies, and elected officials about governmental public health services that are being provided, improvements being made in those services, and priority health issues not yet being adequately addressed.</p>

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Illinois Practice Standards IAD Task Force Draft Measures and Evidence For Revised Certification and Basic Accreditation



Standard > Develop *Develop plans and policies to address priority health needs by establishing goals and objectives to be achieved through a systematic course of action that focuses on local community needs and equitable distribution of resources, and involves the participation of constituents and other related governmental agencies.*

Illinois Draft Measures	1.	2.	3.	4.	5.	6.
Potential Basic Level Evidence	<ul style="list-style-type: none"> • Letter to IDPH from Board of Health confirming adoption of community health plan • Board of Health meeting minutes on presentation/discussion of community health assessment and plan 	<ul style="list-style-type: none"> • A representative sample of Board of Health, City Council and/or County Board meeting minutes indicating discussion of public health policy issues • Reports on LHD activities, press releases and annual reports, indicating major health policy, practice and capacity issues 	<ul style="list-style-type: none"> • IPLAN assessment and plan showing populations at risk, differences in health status among various population groups, health disparities • LHD annual reports presenting issues of special populations and root causes of health problems • Special reports on health disparities • Grant applications targeted at programs to reduce disparities • Governing body's approval of resources to address disparities • Participation in local committees working on community development or environmental issues, etc. 	<ul style="list-style-type: none"> • IPLAN Organizational Capacity Self-Assessment • Organizational strategic plan document • Annual budget forecast • LHD mission or guiding principles statement 	<ul style="list-style-type: none"> • LHD policy on data sharing • Participation in public health surveys • Collecting data that can be used in research (e.g. West Nile data) • Relationship with a university, where available • Use of internships (e.g. LHD as a classroom for research, translating knowledge into practice) 	<ul style="list-style-type: none"> • Presentations at community groups • Annual reports to Board of Health on basic evaluation of programs, target groups, reach into the population at risk • Meeting notes indicating LHD communication of best practices with other public health practitioners • Consultations with other agencies on effective public health practices
NACCHO Operational Definition	Serve as a primary resource to governing bodies and policymakers to establish and maintain public health policies, practices, and capacity based on current science and best practices		Advocate for policies that lessen health disparities and improve physical, behavioral, environmental, social, and economic conditions in the community that affect the public's health.	Engage in LHD strategic planning to develop a vision, mission, and guiding principles that reflect the community's public health needs, and to prioritize services and programs.	When researchers approach the LHD to engage in research activities that benefit the health of the community, <ul style="list-style-type: none"> • Identify appropriate populations, geographic areas, and partners • Work with them to actively involve the community in all phases of research • Provide data and expertise to support research • Facilitate their efforts to share research findings with the community, governing bodies, and policymakers 	Share results of research, program evaluations, and best practices with other public health practitioners and academics. Promote the use of effective public health practices among other practitioners and agencies engaged in public health interventions

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Standard > Manage *Manage resources and develop organizational structure through the acquisition, allocation and control of human, physical and fiscal resources; and maximizing the operational functions of the local public health systems through coordination of community agencies' efforts and avoidance of duplication of services*

Illinois Draft Measures	1.	2.	3.	4.	5.	6.
Potential Basic Level Evidence	<ul style="list-style-type: none"> • APEX Part I - Organizational Capacity Self-Assessment • Organizational assessment within a larger agency strategic plan 	<ul style="list-style-type: none"> • <i>LHD organizational chart that includes the functional elements of the organization and their relationship to each other</i> • <i>Job descriptions with minimum qualifications for each position</i> 	<ul style="list-style-type: none"> • <i>Written plans or policies regarding staff recruitment, selection, development, and retention</i> • Affirmative action plan • EEOC statement 	<ul style="list-style-type: none"> • Learning Management System (LMS) report on annual reassessment of all staff competency levels and training needs • Performance evaluations including worker objectives and continuing education and training plans, based in part on LMS worker self-assessments • LHD tracking system for staff participation in training and education • Written policy on staff development • LHD training plan based on LMS data 	<ul style="list-style-type: none"> • Internships/preceptorships at the LHD • Guest lectures for public health classes • LHD staff as faculty at conferences, workshops, trainings 	<ul style="list-style-type: none"> • LHD budget with allocations to workforce development • Inventory of computer and other equipment to assist staff in efficiently carrying out work tasks
NACCHO Operational Definition	Maintain a competent public health workforce.		Recruit, train, develop, and retain a diverse staff.	Evaluate LHD staff members' public health competencies and address deficiencies through continuing education, training, and leadership development activities.	Provide practice- and competency-based educational experiences for the future public health workforce, and provide expertise in developing and teaching public health curricula, through partnerships with academia.	Provide the public health workforce with adequate resources to do their jobs.

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Standard > **Implement** *Implement programs and other arrangements assuring or providing direct services for priority health needs identified in the community health plan by taking actions which translate plans and policies into services*

Illinois Draft Measures	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.
Illinois Draft Measures	The LHD reviews existing laws and regulations and works with governing bodies and policymakers to update them as needed.	The LHD educates individuals and organizations on the meaning, purpose, and benefit of public health laws, regulations, and ordinances and how to comply.	The LHD shall monitor programs to assess progress towards meeting community health objectives as stated in the community health plan.	The LHD monitors, and analyzes over time, the compliance of regulated organizations, entities, and individuals	The LHD conducts enforcement activities	The LHD coordinates notification of violations among other governmental agencies that enforce laws and regulations that protect the public's health	The LHD uses community engagement to identify gaps in culturally competent, appropriate and equitable personal health care services, including prevention and health promotion, and develops strategies to close the gaps.	The LHD supports and implements strategies to increase access to care and establish systems of personal health care and prevention, in partnership with the community	The LHD links individuals to available, accessible personal health care providers	The LHD uses evidence-based programs and best practices to implement effective services	The LHD provides health promotion programs to address identified health problems
Potential Basic Level Evidence	<ul style="list-style-type: none"> Any formal code review by the County Board or City Council Review of compliance of the local jurisdiction with state laws and regulations Meetings with policymakers on keeping public health laws up-to-date Participation in legislative committees of one of the local public health administrators associations Access to legal counsel 	<ul style="list-style-type: none"> Trainings held for regulated entities (e.g. restaurants) Job descriptions of inspectors indicating education is part of their performance expectations Inspection case notes indicating education delivered. (NOTE: education delivered through the inspection process is not currently documented on state regulatory report forms) 	<ul style="list-style-type: none"> Reports to funders on monitoring grant programs Annual report by LHD describing progress in attaining community health objectives Minutes of ongoing community coalitions maintained to implement IPLAN initiatives 	<ul style="list-style-type: none"> Updated lists of regulated entities in the jurisdiction LHD Quality Assurance reports with summaries of most critical violations and most frequently-occurring violations Violations trends report examining level of violations over time in the jurisdiction Violations trends report examining level of violations over time by regulated entity 	<ul style="list-style-type: none"> Timeframes and frequencies of formal enforcement activities Enforcement intervention reports, including administrative interventions and legal interventions LHD annual report summarizing enforcement activities by type. 	<ul style="list-style-type: none"> A chart or map of government agencies with enforcement responsibilities and contact information File/log of "inter-organizational" notifications with back-up notification forms Procedures for inter-agency communication MOUs or other formal written inter-agency agreements 	<ul style="list-style-type: none"> Program assessments and plans, (e.g. HIV plans, MCH plans) Community forums report identifying access issues IPLAN that identifies cultural competency and access as issues or community priorities 	<ul style="list-style-type: none"> Partnership meeting notes on implementation strategies MOUs Subcontracts in the community to implement services Community planning processes/plans Grant applications by members of community partnerships Letters of support for grants to other community agencies 	<ul style="list-style-type: none"> Reports on outreach and case management services Logs of referrals to care Inventory of safety-net programs providers 	<ul style="list-style-type: none"> Inventory of intervention strategies by source (e.g. evidence-based approaches and/or best practices from grants, CDC's Guide to Community Preventive Services, Guide to Clinical Preventive Services, etc.) Participation in DHS Best Practices Committee 	<ul style="list-style-type: none"> Health promotion program reports or reviews Documentation of all health promotion programs, including free-standing programs and programs that are embedded in other programs Other evidence demonstrating LHD adequately carries out this activity
NACCHO Operational Definition	<p>Review existing laws and regulations and work with governing bodies and policymakers to update them as needed.</p> <p>Understand existing laws, ordinances, and regulations that protect the public's health.</p>	Educate individuals and organizations on the meaning, purpose, and benefit of public health laws, regulations, and ordinances and how to comply.	Monitor, and analyze over time, the compliance of regulated organizations, entities, and individuals.	Monitor, and analyze over time, the compliance of regulated organizations, entities, and individuals.	Conduct enforcement activities.	Coordinate notification of violations among other governmental agencies that enforce laws and regulations that protect the public's health.	Engage the community to identify gaps in culturally competent, appropriate, and equitable personal health services, including preventive and health promotion services, and develop strategies to close the gaps.	Support and implement strategies to increase access to care and establish systems of personal health services, including preventive and health promotion services, in partnership with the community.	Link individuals to available, accessible personal healthcare providers (i.e., a medical home)s.	Apply evidence-based programs and best practices where possible	Provide health promotion programs to address identified health problems

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Standard > Evaluate *Evaluate programs and provide quality assurance in accordance with applicable professional and regulatory standards to ensure that programs are consistent with plans and policies, and provide feedback on inadequacies and changes needed to redirect programs and resources*

Illinois Draft Measures	1. The LHD conducts evaluation efforts focusing on health outcomes to the extent possible.	2. The LHD applies evidence-based criteria in evaluation activities where possible	3. <i>The LHD shall conduct periodic reviews of its programs and services to evaluate the effectiveness and quality of LHD performance.</i>	4. The LHD reviews the effectiveness of public health interventions provided by other entities in the community and provides assistance when improvement is needed
Potential Basic Level Evidence	<ul style="list-style-type: none"> • Community health assessment examining a wide scope of health outcomes (IPLAN) • Examples of monitoring health outcomes that result in redirected program efforts • Annual reviews of progress in reaching outcome and impact (addressing risk factors) objectives 	<ul style="list-style-type: none"> • Protocol(s) for LHD program evaluation describing reasonable evaluation frameworks, including use of externally-developed standards, benchmarks, baseline data • Use of CDC's Guide to Program Evaluation 	<ul style="list-style-type: none"> • Protocol for LHD program evaluation describing the scope (e.g. required evaluations and non-required) and timing of evaluation activities • Program review documents that demonstrate LHD compliance with applicable professional and regulatory standards • Protocol for LHD program evaluation describing the scope (e.g. required evaluations and non-required) and timing of evaluation activities • Program review documents <i>that demonstrate LHD compliance with applicable professional and regulatory standards</i> 	<ul style="list-style-type: none"> • IPLAN process, indicating level of coordination among community organizations in providing services that improve the health of the public • <i>Monitoring of progress of local public health system towards meeting community health objectives as stated in the community health plan</i> • Examples of reviews of the effectiveness of community agencies and coordination with LHD to improve service delivery
NACCHO Operational Definition	Develop evaluation efforts to assess health outcomes to the extent possible.	Apply evidence-based criteria to evaluation activities where possible.	Evaluate the effectiveness and quality of all LHD programs and activities and use the information to improve LHD performance and community health outcomes.	Review the effectiveness of public health interventions provided by other practitioners and agencies for prevention, containment, and/or remediation of problems affecting the public's health, and provide expertise to those interventions that need improvement.

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Standard > Inform *Inform and educate the public on public health issues of concern in the community, promoting an awareness about public health services availability, and health education initiatives which contribute to individual and collective changes in health knowledge, attitudes and practices towards a healthier community*

Illinois Draft Measures	<p>1.</p> <p>The LHD develops relationships with the media and other organizations in the community to convey information and to serve as an essential resource</p>	<p>2.</p> <p>The LHD exchanges information and data with community groups, policy makers and the public about physical, behavioral, environmental, social, economic, and other issues affecting the public's health</p>	<p>3.</p> <p>The LHD provides targeted, culturally appropriate information to help individuals understand what decisions they can make to be healthy</p>
Potential Basic Level Evidence	<ul style="list-style-type: none"> • Notes from meetings with media representatives on current and emerging public health issues • Log of calls from media about public health events or stories • Health reports disseminated to media • LHD press releases and associated media news stories 	<ul style="list-style-type: none"> • Notes from meetings with community stakeholders (e.g. open forums, topical health issue meetings, such as infectious disease, preparedness MCH, etc.) demonstrating communication and exchange with key community partners • Report identifying organizational roles and responsibilities for service delivery (e.g., preparedness roles) • Health reports disseminated by LHD • Topical communication (e.g. in blast faxes, etc.) • LHD newsletters • LHD web site 	<ul style="list-style-type: none"> • Publication of health information in different languages represented in the community • Cultural competency training provided for LHD staff and contractors • LHD annual report demonstrating how services are targeted to at risk populations • Use of local media for health messages • Log tracking health education meeting attendance for reach into target populations • Other evidence demonstrating that LHD adequately carries out this activity
NACCHO Operational Definition	<p>Develop relationships with the media to convey information of public health significance, correct misinformation about public health issues, and serve as an essential resource.</p>	<p>Exchange information and data with individuals, community groups, other agencies, and the general public about physical, behavioral, environmental, social, economic, and other issues affecting the public's health.</p>	<p>Provide targeted, culturally appropriate information to help individuals understand what decisions they can make to be healthy.</p>

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