Agenda

PHAB Accreditation Mock Site Visit
9:00 am, Tuesday, March 6, 2012
Butler County Health Department

9:00 am  Entrance Conference
          * Introductions, review purpose of site visit, review agenda and schedule

         Site Visit Team
         Health Dept. Administrator
         Accreditation Coordinator
         Dept. Management Team

9:30  Walk Through Department
       * Visual observations of environment and working conditions

         Site Visit Team
         Health Dept. Administrator
         Accreditation Coordinator

10:30  Accreditation Coordinator Meeting
        * Questions about documentation, additional documentation needs, additional program samples

         Site Visit Team
         Accreditation Coordinator

11:00  Documentation Review
        * Review documentation for PHAB Standards

         Site Visit Team

12:00  Lunch

1:00  Documentation Review
        * Review documentation for PHAB Standards

         Site Visit Team

4:30  Site Visit Team Adjourn
**Agenda**

**PHAB Accreditation Mock Site Visit**  
8:00 am, Wednesday, March 7, 2012  
Butler County Health Department

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Interviewer</th>
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| 8:00 am| **Documentation Review**  
Review documentation for PHAB Standards                                                               | Site Visit Team     |
| 9:00   | **Health Department Administrator Interview**  
Organization, governance, unique characteristics of public health system structure and population served, working relationship with governance entity, community engagement, mandated operations and service, strategic plan, community health assessment, community health improvement plan | Site Visit Team     |
|        |                                                                                                   | Health Dept. Admin  |
| 10:00  | **Documentation Review**  
Review documentation for PHAB Standards                                                               | Site Visit Team     |
| 12:00  | **Lunch**                                                                                         |                     |
| 1:00   | **Environmental PH Manager Interview**  
Public Health Nurse                                                                                   | Kathleen            |
|        |                                                                                                   | Janet               |
| 1:30   | **Documentation Review**  
Review documentation for PHAB Standards                                                               | Site Visit Team     |
| 5:00   | **Site Visit Team Adjourn**                                                                       |                     |
**Missouri Institute for Community Health**  
*Partners for Better Health*

**Agenda**

**PHAB Accreditation Mock Site Visit**  
8:00 am, Thursday, March 8, 2012  
Butler County Health Department

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<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Responsible Parties</th>
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<tbody>
<tr>
<td>8:00 am</td>
<td>Documentation Review <em>Review documentation for PHAB Standards</em></td>
<td>Site Visit Team</td>
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<tr>
<td>11:30</td>
<td>Executive Session <em>Prepare for Exit Conference</em></td>
<td>Site Visit Team</td>
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<tr>
<td>12:00</td>
<td>Exit Conference <em>Review identified strengths, areas of potential non-conformance, and opportunities for improvement</em></td>
<td>Site Visit Team, Health Dept. Administrator, Accreditation Coordinator, Dept. Management Team</td>
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<td>1:00</td>
<td>Lunch</td>
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<tr>
<td>1:30</td>
<td>Additional Documentation Review if necessary <em>Review documentation for PHAB Standards</em></td>
<td>Site Visit Team</td>
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<td>3:00</td>
<td>Site Visit Team Adjourn</td>
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