

**Mahoning County General Health District
Application for State Subsidy Allocation
for State Fiscal Year 2010**

Submitted: 12/28/2009

Description: MCHD10

LHD Type: County

LHD Address: 50 Westchester Drive

Population: 173,406

Youngstown, Ohio 44515

County: Mahoning

County Type: Metropolitan

Section I: Staffing

<u>Classification</u>	<u>Name</u>	<u>EMail</u>
Board Member	Weiss, Lisa	
Board Member	Baird, Margot	
Board Member	Fisher, Bev	
Board Member	Perry, Leonard	
Board President	Somers, Donald	
Environmental Health Director	Smith, Mary Helen	mhsmith@mahoninghealth.org
Fiscal Officer	Janik, Ed	ejanik@mahoninghealth.org
Health Commissioner	Stefanak, Matthew	mstefanak@mahoninghealth.org
Medical Director	Venglarcik, John	jvenglarcik@mahoninghealth.org
Nursing Director	Colaianni, Diana	dcolaianni@mahoninghealth.org

Staff Count

<u>Classification Title</u>	<u>Full Time Employees</u>	<u>Part Time Employees</u>	<u>Full Time Contractors</u>	<u>Part Time Contractors</u>
Accounts/Payroll Clerk	3.00	0.00	0.00	0.00
Clinical Supervisor	1.00	0.00	0.00	0.00
Computer Administrator	1.00	0.00	0.00	1.00
Emergency Preparedness/Bioterrorism Coor	1.00	0.00	0.00	0.00
Environmental Health Director	1.00	0.00	0.00	0.00
Fiscal Officer	1.00	0.00	0.00	0.00
Health Commissioner	1.00	0.00	0.00	0.00
Health Educator (I, II, etc.)	2.00	0.00	0.00	0.00
Medical Director	0.00	0.00	0.00	1.00
Nursing Director	1.00	0.00	0.00	0.00
Other	7.00	0.00	0.00	0.00
Physician	0.00	0.00	0.00	2.00
Plumbing Inspector (I, II, etc.)	1.00	1.00	0.00	0.00
Public Health RN (I, II, etc.)	5.00	4.00	0.00	0.00
Registered Sanitarian (I, II, etc.)	11.00	1.00	0.00	0.00
Secretary/Clerk (I, II, etc.)	5.00	0.00	0.00	0.00
Senior Billing Clerk	1.00	0.00	0.00	0.00

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Section II: Certification of Compliance with Minimum and Optimal Standards

3701-36-04 (Ready for Review)

What we have done

Standard

Comments or Justification

3701-36-04-01

A. A system for making reports is available on a 24/7 basis and phone numbers are available for reporting public health emergencies.

completed business process redesign to improve responsiveness

3701-36-04-02

C. Telephone numbers, addresses, and/or information for other communication channels (i.e. e-mail or pagers) for weekday and after-hours emergency contacts are available to local staff and to the Ohio Department of Health.

exercised emergency recall system for health districts in Mahoning County

3701-36-04-03

E. Assure that the health district has a written, regularly updated plan for major categories of emergencies that respects the culture of the community.

render more public health information into Spanish and other locally prevalent languages

3701-36-04-04

C. Information is provided through public health alerts to key stakeholders and press releases to the media.

maintained up-to-date media and public health partner contact and PIO log

3701-36-04-05

D. Evaluate every emergency response drill (or actual response) to identify needed internal and external improvements.

conducted continuity of operations drill

How we plan to improve

Standard

Comments or Justification

3701-36-04-01

A. A system for making reports is available on a 24/7 basis and phone numbers are available for reporting public health emergencies.

periodically test response time

3701-36-04-02

C. Telephone numbers, addresses, and/or information for other communication channels (i.e. e-mail or pagers) for weekday and after-hours emergency contacts are available to local staff and to the Ohio Department of Health.

exercise emergency recall system for health districts in Mahoning County

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3701-36-04 (Ready for Review)

3701-36-04-03

E. Assure that the health district has a written, regularly updated plan for major categories of emergencies that respects the culture of the community.

render more public health information into Spanish and other locally prevalent languages

3701-36-04-04

C. Information is provided through public health alerts to key stakeholders and press releases to the media.

use iContact to alert email subscribers to clinic schedules

3701-36-04-05

J. Demonstrate the use of equipment (including personal protective equipment) and skills associated with his/her functional role in emergency response during regular drills.

survey PPE inventory and training needs

3701-36-05 (Ready for Review)

What we have done

Standard

Comments or Justification

3701-36-05-01

A. Goals and objectives are established for assessment activities as part of local health department planning and staff and/or outside assistance is identified to perform the work. Establish strategies to address community health needs. Conduct a strategic planning process. Evaluate population-based health services every 3 years. Identify community components that contribute to the delivery of the essential public health services.

hosted a one-day seminar for community partners regarding Healthy Homes

3701-36-05-02

C. Assessment data is provided to community groups and representatives of the provider agency. This data is for community review and for the identification of emerging issues which may require investigation.

provided lead poisoning information to stakeholders

3701-36-05-03

E. Program performance measures are monitored, the data is analyzed, and regular reports document the progress towards goals.

published annual performance improvement goals

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3701-36-05 (Ready for Review)

G. Clinical services provided directly by the local health department or by contract have a developed quality improvement plan which includes specific quality-based performance or outcome measures.

conducted chart audits of CFHS providers

How we plan to improve

Standard

Comments or Justification

3701-36-05-01

A. Goals and objectives are established for assessment activities as part of local health department planning and staff and/or outside assistance is identified to perform the work. Establish strategies to address community health needs. Conduct a strategic planning process. Evaluate population-based health services every 3 years. Identify community components that contribute to the delivery of the essential public health services.

complete a strategic plan

3701-36-05-02

C. Assessment data is provided to community groups and representatives of the provider agency. This data is for community review and for the identification of emerging issues which may require investigation.

review communications policy with staff

3701-36-05-03

F. Appropriate health department staff is trained in quality improvement methods.

provide quality improvement training to accreditation beta test coordinators

3701-36-06 (Ready for Review)

What we have done

Standard

Comments or Justification

3701-36-06-01

A. A plan for continuing education (for recertification or re-licensure) will be maintained to ensure staff will be updated on changes in practice.

staff meetings provided RS credits

C. There are documented processes for involving community members and stakeholders in addressing environmental health issues, including education and the provision of technical assistance.

advisory committees for wastewater and tattoo establishments met

3701-36-06-02

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3701-36-06 (Ready for Review)

A. A surveillance system is in place to record and report essential indicators for environmental health risks and related illnesses. Results are included in the Board of Health report, and are tracked and trended over time. A system is in place to assure that data is shared routinely with local, state, and regional agencies.

conducted nuisance investigation in Greenford

3701-36-06-03

D. In cases of emergency response to environmental health or natural disasters, appropriate stakeholders (other public agencies and local providers) are convened for debriefing. This debriefing is documented with a written summary of findings and recommendations.

debriefed the 2008 mass prophylaxis and MRC exercise

3701-36-06-04

D. Compliance procedures are written for all areas of environmental health activity. The procedures specify the documentation requirements associated with enforcement action.

implemented changes to business process for enforcement actions

3701-36-06-05

B. Promote community awareness regarding disaster preparedness by implementing a public information program.

improved communication with MRC volunteers

How we plan to improve

Standard

Comments or Justification

3701-36-06-01

C. There are documented processes for involving community members and stakeholders in addressing environmental health issues, including education and the provision of technical assistance.

convene rabies advisory committee meeting

3701-36-06-02

C. Surveillance system includes significant demographic and epidemiologic data on persons who sustain unintentional injuries, and it may help to identify the clustering of major injuries and their precursors.

monitor child deaths for injury clusters through child fatality review board

3701-36-06-03

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3701-36-06 (Ready for Review)

A. The local Department of Health is available for emergencies including possible disease outbreaks or other type of health threat on a 24/7 basis using night and weekend answering machine messages. These messages direct the caller what to do in the case of an emergency. Contacts are available to the Ohio Department of Health and appropriate local agencies within one (1) hour of contact (i.e. schools, public safety).
conduct a local OPHCS test

3701-36-06-04

E. An environmental health tracking system enables documentation of initial report investigation, findings, enforcement, and subsequent reporting to other agencies as required.
maintain quality and integrity of enforcement tracking databases

3701-36-06-05

B. Promote community awareness regarding disaster preparedness by implementing a public information program.
alert iContact email subscribers to disaster preparedness plans and tools

3701-36-07 (Ready for Review)

What we have done

Standard

Comments or Justification

3701-36-07-01

A. The local health commissioner or his/her designee will be available to provide information to the public or media. If more in-depth information is needed, the request will be forwarded to the division or department responsible for that information, and will be followed up by the designated person.
updated schedule of recorded health messages for callers

3701-36-07-02

A. The local health department provides leadership in involving the community members in considering assessment information to set prevention priorities. A broad range of community partners takes part in the planning and implementation of prevention efforts. Identify and maintain a listing of key community constituents.
held forums for screening the documentary about health disparities: Unnatural Causes

3701-36-07-03

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3701-36-07 (Ready for Review)

A. The local Board of Health will have policies that pertain to services provided or planned by the local health department. informed septic system owners of their maintenance requirements

How we plan to improve

<u>Standard</u>	<u>Comments or Justification</u>
<p><i>3701-36-07-01</i></p> <p>A. The local health commissioner or his/her designee will be available to provide information to the public or media. If more in-depth information is needed, the request will be forwarded to the division or department responsible for that information, and will be followed up by the designated person.</p>	<p>review communications policy with staff</p>
<p><i>3701-36-07-02</i></p> <p>B. The local Board of Health has developed policies for local health department participation in community health assessment.</p>	<p>conduct community survey as part of community health assessment</p>
<p><i>3701-36-07-03</i></p> <p>A. The local Board of Health will have policies that pertain to services provided or planned by the local health department.</p>	<p>resume pumping reminders on a targetted basis as needed</p>

3701-36-08 (Ready for Review)

What we have done

<u>Standard</u>	<u>Comments or Justification</u>
<p><i>3701-36-08-01</i></p> <p>B. Examples of critical health services defined by the local health district include primary care services, referral and linkage programs, TB and/or prenatal care and STD and family health clinics.</p>	<p>collaborateed in developing access to care for the uninsured initiative - Access Health Mahoning Valley</p>
<p><i>3701-36-08-02</i></p> <p>A. A resource list of providers of critical health services is used by local health department staff and contractors for client referrals.</p>	<p>distributed community health resource guides at flu clinics</p>
<p><i>3701-36-08-03</i></p> <p>E. Staff performing collection and/or monitoring activities are trained appropriately.</p>	<p>implemented disease reporting response process improvements</p>

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3701-36-08 (Ready for Review)

3701-36-08-04

A. Community groups, stakeholders, and health care providers are convened to address access to primary health care services, set goals, and take action based on information about local resources and trends. This process may be led by the local health department, or it may be part of a separate community process sponsored by multiple partners, including the local health department.

collaborated with the Mahoning Valley Access to Care initiative for uninsured/underserved adults

How we plan to improve

Standard

Comments or Justification

3701-36-08-01

C. The strategic plan and/or a collaborative community health assessment are utilized to identify critical personal health needs and the stakeholders responsible for assuring their delivery.

conduct a community health assessment

3701-36-08-02

A. A resource list of providers of critical health services is used by local health department staff and contractors for client referrals.

update Help Hotline resource guide and make it available to staff

3701-36-08-03

D. Periodic surveys are conducted regarding the availability of critical health services and barriers to access. These surveys are reported and incorporated into the gap analysis. Develop criteria and evaluate access, quality, and effectiveness of personal health services in the community every 3 years.

conduct community health assessment

3701-36-08-04

A. Community groups, stakeholders, and health care providers are convened to address access to primary health care services, set goals, and take action based on information about local resources and trends. This process may be led by the local health department, or it may be part of a separate community process sponsored by multiple partners, including the local health department.

participate in the governance of Access Health Mahoning Valley

3701-36-09 (Ready for Review)

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3701-36-09 (Ready for Review)

What we have done

Standard

Comments or Justification

3701-36-09-01

D. Information is provided to the community on public health programs and their effectiveness.

received NACCHO Model Practice Award for report on results of groundwater surveillance to residents of communities with landfills

3701-36-09-02

B. Local public health management provides for and encourages staff participation in orientation, continuing education, and training programs (including evaluation and assessment). They assist staff in the development of leadership skills (priority setting and decision making) and core public health competencies.

identified alternatives to epidemiology training curriculum for new employees

3701-36-09-03

C. Documentation shows community involvement in reviewing data and recommending action (further investigation, new program or policy direction/development)in the development of the public health plan.

convened tattoo advisory committee

3701-36-09-04

B. Staff is trained to protect the confidentiality of medical records and personal data according to HIPAA requirements, and they all have signed confidentiality agreements. This includes staff members who work with patient data/information and clinical records.

provided updated information on HIPAA requirements to clinical and support staff

3701-36-09-05

A. Board of Health members are included on urgent public health alert distribution lists.

Board of Health members are included in iContact and Health Alert Network directories

How we plan to improve

Standard

Comments or Justification

3701-36-09-01

F. The local Board of Health serves as the local governmental entity for providing policies, procedures, and protocols for the enforcement of public health laws, regulations, ordinances, and services. Enforcement shall be conducted in a timely manner. Written job descriptions are developed for all public health positions and employees are evaluated based on these job descriptions. Job descriptions are reviewed and updated as needed, and at least every 3 years.

review and update job descriptions

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3701-36-09 (Ready for Review)

3701-36-09-02

B. Local public health management provides for and encourages staff participation in orientation, continuing education, and training programs (including evaluation and assessment). They assist staff in the development of leadership skills (priority setting and decision making) and core public health competencies.

select alternative epidemiology trainign curriculum for new employees

3701-36-09-03

C. Documentation shows community involvement in reviewing data and recommending action (further investigation, new program or policy direction/development)in the development of the public health plan.

convene rabies advisory committee

3701-36-09-04

F. Department policies for confidentiality must reflect a quality improvement process for the review and improvement of protocols.

review HIPAA requirement for accreditation beta test self-assessment

3701-36-09-05

G. The local health department provides staff access to researchers for research in epidemiology, health policy, health service, or health economics.

collaborate with public health financing researchers at Robert Wood Johnson to further develop financial ratios for local health departments

**Mahoning County General Health District
2010**

We the undersigned, hereby certify that the submitted information is correct and true. (Certification of compliance with Standards for State Subsidy payments - ORC 2921.13, OAC 3701-36-28(A))

Donald Somers

Board President

(Signature) Board President

Date

Matthew Stefanak

Health Commissioner

(Signature) Health Commissioner

Date

Please send a signed copy of this page to:

Ohio Department of Health
Office of Policy and Leadership
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P.O. Box 118
Columbus, OH 43216-0118