

# Standards for Public Health in Washington State

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## *Mason County Public Health*

### *2011 Performance Review Report (Basic Set)*

#### **The Standards and the 2011 Performance Review**

Thank you for participating in the performance review of the Standards for Public Health in Washington State. The intent of the Standards is to provide an overarching measurement framework for the many services, programs, legislation, and state and local administrative codes that affect public health.

With permission from Public Health Accreditation Board (PHAB), the 2010-2011 Standards for Public Health in Washington are based on the PHAB Standards (Beta Test version) as well as recommendations from the 2008 Washington State site reviews. In late 2010 the Public Health Standards Workgroup, with approval from the Public Health Improvement Partnership, developed a Basic Set of public health performance standards for the 2010-2011 Standards Review cycle. This set of standards contains approximately 40% of the measures found in the Washington 'required' set of standards. The intent was to reduce the burden on smaller local health agencies and to encourage statewide participation in the standards review.

Agencies had a choice about the scope of the 2010-2011 review. Those who wanted to prepare for accreditation in the future could use this cycle to prepare by agreeing to be reviewed on all standards and measures. Local health agencies had three options for their type of review:

1. The full set of PHAB/National Standards as well as several Washington only measures
2. The Washington set of standards and measures (80% overlap with the PHAB Beta set)
3. The Basic set (reduced set by 60% fewer measures than the WA set)

#### **This Report**

The site reviews again demonstrated the incredible commitment, creativity and hard work of the people in the public health system. This report is specific to your local health jurisdiction and is intended to give you feedback about the documentation you provided as a demonstration of how you met each measure. However, before describing the details that are in the report, we want to summarize overall observations regarding your organization's strengths and opportunities for improvement as observed during the standards review.

## Strengths

- The dissemination of data related to population health status and health issues and engagement of the community
- The county's active engagement in community collaborations and relationships to address health issues
- The protocols for the investigation process related to health problems and environmental public health hazards
- The use of logic models in Oral health and obesity as a means of implementing health promotion strategies
- Educating the public about public health law
- Monitoring and continuously improving performance measures for processes, programs and interventions
- Numerous exemplary documents representing multiple strengths in your programs

## Areas for Improvement

- Ensure that operational infrastructure is in place to assure data are maintained in a secure and confidential manner
- Strengthen documentation in reports across all programs by including trended data
- Ensure 24/7 protocols for urgent communication and for systematically providing health alerts and appropriate PH responses to healthcare providers, emergency responders and the community, and that also provides a means of reaching response partners, addresses, telephone lists, email/websites addresses for media, health providers, and other frequent contacts
- Revise the MCPH Strategic Plan to include measureable and time-framed targets
- Ensure documentation of the ERP review, approval, implementation and revisions

## The Performance Review Approach

The performance review included the 2010 Department of Health review as a PHAB Beta Test site and 34 local health jurisdictions (LHJs) sites. Each site was asked to use the appropriate Guidelines to prepare for the performance review, organizing documentation supporting the review of each measure.

During the performance review, an independent consultant from MarMason Consulting, LLC evaluated the documents and scored each measure. For those LHJs that opted to submit documentation for either the full PHAB/National standards or the Washington Standards, an internal DOH reviewer also participated in the scoring. When the reviewer had questions regarding the documentation, an informal interview was conducted with the appropriate manager or staff person from the agency. In addition, potential exemplary practice documentation was collected from each site. The reviews concluded with a closing conference in which general strengths and opportunities for improvement were discussed, and feedback on the standards and assessment process was obtained. All of this information will be compiled into a statewide system report, with recommendations regarding the next steps for the performance improvement of public health practice across the State.

## Results of the Site Review

The attached report is organized into three sections. First there is a summary showing Part A and each of the ten domains and the performance on each measure in each standard. This section is color coded with green to indicate that the measure was demonstrated, yellow to indicate that the measure was partially demonstrated and red to indicate that the measure was not demonstrated. The measure is blank if it was scored as 'not applicable.' This summary gives the agency immediate information on performance in each of the standards. The second section is a detailed summary for each measure with a list of all the documents used to score the measure and related comments for all measures applicable at the agency level. In this second section, measures that were scored at the program level show the calculated score derived from the program scores and the documentation and comments for all programs. The third section of this report is the program detail with the list of documents and comments for each of the programs reviewed for the LHJ. The scores from each of the programs were aggregated to provide a single score for that measure at the agency level that is reported in section two.

## Comparability to Previous Results

Due to the adoption of the PHAB standards, a major revision from the previous WA Standards, as well as changes in the type of review for many measures, comparison with the three earlier cycles of standards review cannot be made.

## Scoring and Related Information in the Site Reports

For each measure scored by the reviewer:

- 2 = demonstrates the measure,
- 1 = partially demonstrates the measure,
- 0 = does not demonstrate the measure,

Note that some measures were Not Applicable due to scoring in previous measures or the determination that they are not part of the activities of a specific program and these measures are noted as NA.

*Comments* provide clarification regarding the intent of the measure or the score assigned.

*Documents* lists, in abbreviated form, the documents that were the basis for the score. When multiple documents were provided and some did not demonstrate the measure or there were many more examples than needed, they are not all listed.

*For each Standard:* at the end of each Standard, there is a roll-up of the scores on all *applicable* measures in the Standard (the percent of measures scored as *demonstrates*, the percent scored as *partially demonstrates*, the percent scored as *does not demonstrate*).

## Next Steps

**First, celebrate what you have accomplished.** In the period between the 2008 Performance Review and this performance cycle, it was clear to the site reviewers that improvements had been developed and implemented. Again, thank you for all of your hard work every day and especially for your work in preparing for the standards reviews.

**Next, select the areas where you want to improve your performance.** All of the information provided in this report is intended to support improvement of your organization's work on behalf of the citizens in your community and Washington State. After you have had a chance to digest this report and share it with staff and your Board of Health, you should review the data again to determine which areas of your work might benefit from a *focused improvement process*. Develop a brief, but specific and doable work plan—don't try to improve everything at once!

In selecting your areas of improvement you will be able to look at your overall strengths and opportunities for improvement (summarized above), or at the scores of specific Standards or measures. You will be assisted in this effort by several initiatives:

- **Exemplary practices:** The Exemplary Practices Compendium provides you with documentation from many of the LHJs in Washington State. Potential exemplary practice documents were gathered from each of the sites and the very best examples for each measure will be organized into an electronic tool kit. This material will be available at [www.doh.wa.gov/hip/Standards/BestPractices/StandardsExemplaryPractices.htm](http://www.doh.wa.gov/hip/Standards/BestPractices/StandardsExemplaryPractices.htm).
- **Statewide initiatives** such as the Multistate Learning Collaborative and other efforts like the 5930 Initiative provide opportunities for formal efforts to improve performance. Based on the recommendations in the system wide report, the Public Health Improvement Partnership will adopt additional statewide initiatives related to the measures.

**Finally, begin preparing now for the next performance review.** The Standards Performance process itself has been conducted using quality improvement principles and methods, including the Plan-Do-Study-Act cycle. At this time, the next cycle is planned for 2013-2014.

## Strategies for building on your current performance:

- Save the documentation you have used in this cycle as a good starting point for continuing to identify documentation for demonstrating performance.
- Establish an electronic document library for collecting documentation and to facilitate the continued use of an electronic format for the next cycle.
- Adopt or adapt as many exemplary practices as possible to improve your performance against the measures. There is no reason to 're-invent the wheel,' when another LHJ may have an excellent process or documentation method that you can start using with less time and effort.

- Identify methods for getting technical assistance from state programs, or from other LHJs that may have targeted the same areas for improvement. Great gains can be made through sharing ideas and resources.

Again, we thank you for all your work in preparing for this performance review, and especially for the terrific work you do in protecting and promoting the health of the citizens of Washington State that we were privileged to review.

Please contact Wanda Williams if you have any questions at [wanda.williams@doh.wa.gov](mailto:wanda.williams@doh.wa.gov)



## Mason County Public Health Summary Site Report

**Score Key:**

- 2 = Demonstrates
- 1 = Partially Demonstrates
- 0 = Does Not Demonstrate
- NA = Not Applicable

Standard: 3 Use Data for Public Health Action

Measure	Score	Compliance Demonstration
1.3.3 L	1	Partially Demonstrated

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

Measure	Score	Compliance Demonstration
2.1.1 L	2	Demonstrated
2.1.5 L	2	Demonstrated

Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

Measure	Score	Compliance Demonstration
2.2.3 L	2	Demonstrated

Standard: 4 Maintain Policies for Communication

Measure	Score	Compliance Demonstration
2.4.1 L	1	Partially Demonstrated
2.4.2 L	1	Partially Demonstrated
2.4.4 L	2	Demonstrated

Domain: 3 Inform and educate about public health issues and functions

## Mason County Public Health Summary Site Report

**Score Key:**

- 2 = Demonstrates**
- 1 = Partially Demonstrates**
- 0 = Does Not Demonstrate**
- NA = Not Applicable**

Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

Measure	Score	Compliance Demonstration
3.1.1 L	2	Demonstrated
3.1.2 L	1	Partially Demonstrated

Standard: 2 Communicate Information on Public Health Issues and Functions

Measure	Score	Compliance Demonstration
3.2.3 L	2	Demonstrated
3.2.4 L	2	Demonstrated

Domain: 4 Engage with the community to identify and address health problems

Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

Measure	Score	Compliance Demonstration
4.1.1 L	2	Demonstrated

Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

Measure	Score	Compliance Demonstration
4.2.1 L	2	Demonstrated

Domain: 5 Develop public health policies and plans

## Mason County Public Health Summary Site Report

**Score Key:**

2 = Demonstrates ■  
 1 = Partially Demonstrates ■  
 0 = Does Not Demonstrate ■  
 NA = Not Applicable

Standard: 2 Develop and Implement a Strategic Plan

Measure	Score	Compliance Demonstration
5.2.2 L	1	Partially Demonstrated
5.2.3 L	2	Demonstrated

Standard: 4 Maintain All Hazards/Emergency Response Plan

Measure	Score	Compliance Demonstration
5.4.2 L	2	Demonstrated

Domain: 6 Enforce public health laws and regulations

Standard: 2 Educate About Public Health Laws

Measure	Score	Compliance Demonstration
6.2.2 L	2	Demonstrated
6.2.3 L	1	Partially Demonstrated

Standard: 3 Conduct Enforcement Activities

Measure	Score	Compliance Demonstration
6.3.1 L	1	Partially Demonstrated
6.3.2 L	1	Partially Demonstrated
6.3.3 L	2	Demonstrated
6.3.4 L	2	Demonstrated

Domain: 7 Promote strategies to improve access to healthcare services

## Mason County Public Health Summary Site Report

**Score Key:**

- 2 = Demonstrates
- 1 = Partially Demonstrates
- 0 = Does Not Demonstrate
- NA = Not Applicable

Standard: 2 Implement Strategies to Improve Access to Healthcare Services

Measure	Score	Compliance Demonstration
7.2.1 L	<b>2</b>	Demonstrated

Domain: 8 Maintain a competent public health workforce

Standard: 2 Maintain a Competent Public Health Workforce

Measure	Score	Compliance Demonstration
8.2.1 L	<b>1</b>	Partially Demonstrated
8.2.3 L	<b>2</b>	Demonstrated

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

Measure	Score	Compliance Demonstration
9.1.3 L	<b>2</b>	Demonstrated
9.1.4 L	<b>2</b>	Demonstrated

Standard: 2 Implement Quality Improvement

Measure	Score	Compliance Demonstration
9.2.2 L	<b>2</b>	Demonstrated
9.2.3 L	<b>2</b>	Demonstrated

# Mason County Public Health Summary Site Report

## Score Key:

2 = Demonstrates



1 = Partially Demonstrates



0 = Does Not Demonstrate



NA = Not Applicable

## Overall Score Totals

	Specific LHJ Totals
Demonstrated	69%
Partially Demonstrated	31%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

# Mason County Public Health

## Detailed Agency Report

Domain: A Administrative Capacity and Governance

Standard: 1 Provide Infrastructure for Public Health Services

Develop and maintain an operational infrastructure to support the performance of public health functions.

	Score	Comments	Documents
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A.1.2 L	1	The HIPPA Course document was undated.	Mason County HIPPA Procedures for PHI, Mason County HIPPA Policy
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Score Totals for Standard: 1 Provide Infrastructure for Public Health Services

	Specific LHJ Totals
Demonstrated	0%
Partially Demonstrated	100%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: A Administrative Capacity and Governance

Standard: 2 Provide Financial Management Systems

Establish effective financial management systems.

	Score	Comments	Documents
A.2.3 L	2		88-10 - Resolution Adopting 2011 Budget, November December 2010 expense, November December 2010 Revenue

Score Totals for Standard: 2 Provide Financial Management Systems

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 1 Collect and Maintain Population Health Data

Collect and maintain reliable, comparable, and valid data that provide information on conditions of public health importance and on the health status of the population.

	Score	Comments	Documents
1.1.1 L	1	Unable to verify the processes and protocols in place to assure data are maintained in a secure and confidential manner.	24-7 Response System Template2009, 911 after hours contact list, After hours Action Report 7-3-2010, Mason County Public Health-CD Contacts, Section L Appendix B Epidemiology Response, Section M Appendix C 24 hr activation

Score Totals for Standard: 1 Collect and Maintain Population Health Data

	Specific LHJ Totals
Demonstrated	0%
Partially Demonstrated	100%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 2 Analyze Public Health Data

Analyze public health data to identify health problems, environmental public health hazards, and social and economic risks that affect the public's health.

	Score	Comments	Documents
1.2.1 L	2		7-27-10_BOH_MIN, MasonCounty-HealthReport-small
1.2.2 L	2	Power Point Presentation is undated.	Report Card and County Health Rankings Posting on Website, Report Card and Community Survey Log, Facebook Page

Score Totals for Standard: 2 Analyze Public Health Data

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 1 Conduct and disseminate assessments focused on population health status and public health issues facing the community

Standard: 3 Use Data for Public Health Action

Provide and use the results of health data analysis to develop recommendations regarding public health policy, processes, programs or interventions.

	Score	Comments	Documents
1.3.1 L	2		OH Logic Model 2010, 3-9-10 MCCDC minutes, 2-9-10 MCCDC minutes, 1-26-10_BOH_MIN
1.3.3 L	1	The two annual reports reviewed did not include trended data. Unable to confirm when additional document supplied was presented to the BOH.	1-26-10_BOH_MIN, 6-22-10_CFH Annual Report at BOH mtg, 2009 Community & Family Public Health Report, 2009_ Environmental Health annual_report

Score Totals for Standard: 3 Use Data for Public Health Action

	Specific LHI Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

Conduct timely investigations of health problems and environmental public health hazards in coordination with other governmental agencies and key stakeholders.

	Score	Comments	Documents
2.1.1 L	2		ENVIRONMENTAL HEALTH ENFORCEMENT POLICY, Enforcement for Oakland Bay
2.1.5 L	2		5930 CDES Official Report July-December 2010

Score Totals for Standard: 1 Investigate Health Problems and Environmental Public Health Hazards

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

Contain/mitigate health problems and environmental public health hazards in coordination with other governmental agencies and key stakeholders

	Score	Comments	Documents
2.2.3 L	2		H1N1 After Action Report 4.30.10 Final, Mason Pan Flu clinic AAR 11-19-2009

Score Totals for Standard: 2 Contain/Mitigate Health Problems and Environmental Public Health Hazards

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 2 Investigate health problems and environmental public health hazards to protect the community

Standard: 4 Maintain Policies for Communication

Maintain a plan with policies and procedures required for urgent and non-urgent communications.

	Score	Comments	Documents
2.4.1 L	1	Documentation not provided to demonstrate a means of reaching media. Documentation in Section M indicates that contact list is reviewed semi-annually, though last date is July 2010, which appears to not be in compliance with this statement.	911 after hours contact list, Mason County Public Health-CD Contacts, Notifiable Condition Reporting Clinic Visit 4/29/10, Section J Annex VIII Communications, Section M Appendix C 24 hr activation
2.4.2 L	1		24-7 Response System Template2009, 911 after hours contact list, AAR_form AFTER_hours eval July 2010_1, During Business Hours 24-7 report7-2010_1, Section L Appendix B Epidemiology Response (p. 25). SECURES
2.4.4 L	2		11-9-09 NEWS RELEASE, Mason County H1N1press release 12-9, Mason%20County%20Web%20Page[1]

Score Totals for Standard: 4 Maintain Policies for Communication

	Specific LHJ Totals
Demonstrated	33%
Partially Demonstrated	67%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 3 Inform and educate about public health issues and functions

Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

Provide health education and health promotion policies, programs, processes, and interventions to support prevention and wellness.

	Score	Comments	Documents
3.1.1 L	2		Health Challenge NEWSLETTER to 171 participants at 12 worksites, WNTD 2010 News Release to local media outlets
3.1.2 L	1	MCPH Oral Health Provider Flyer is updated. Shelton Health & Fitness Review Committee member roster was not provided as an example of partners associated with the Reducing Obesity strategy.	3-9-10 MCCDC minutes, MCPH Oral Health Provider Flyer, OH Logic Model 2010, Scope article about oral health screenings at OBP well child exams, Shelton School District Assessment of 2006 Recommendations and Policy 6700, Wellness Policy Implementation Action Plan Checklist, Obesity Logic Model 2010, Health & Fitness Curriculum Review Meeting 12-2-2010

Score Totals for Standard: 1 Provide Prevention and Wellness Policies, Programs, Processes, and Interventions

	Specific LHJ Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 3 Inform and educate about public health issues and functions

Standard: 2 Communicate Information on Public Health Issues and Functions

Provide information on public health issues and functions through multiple methods to a variety of audiences.

	Score	Comments	Documents
3.2.3 L	2		Section I Annex VII Public Info, Section J Annex VIII Communications
3.2.4 L	2		Mason County PH Home - includes health data, MCPH Facebook page with prevention info & hyperlinks to health agencies, Onsite Sewage Program Info - EH, Mason County Government Services Home-includes 24hr & notifiable conditions line, health data, Links to Tobacco Laws - TPC page, H1N1 CD program info & links to other agencies, Environmental Health Department Home Page, Community & Family Health Department Home Page

Score Totals for Standard: 2 Communicate Information on Public Health Issues and Functions

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 4 Engage with the community to identify and address health problems

Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

the public health system and the community in identifying and addressing health problems through an ongoing, collaborative process.

	Score	Comments	Documents
4.1.1 L	2	Please remove "Draft" from CHTF Logic Model 2010	MCCHTF Newsletter 2008-01, CHTF Logic Model 2010, Mason County Oakland Bay Clean Water Committee Roster, Mason County Oakland Bay Clean Water District Advisory Committee, OB Meeting Minutes

Score Totals for Standard: 1 Engage the Public Health System and the Community in Identifying and Addressing Health Problems

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 4 Engage with the community to identify and address health problems

Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

Promote understanding of and support for policies and strategies that will improve the public's health.

	Score	Comments	Documents
4.2.1 L	2	Please add date to title page of MASON COUNTY REPORT CARD AND COUNTY HEALTH RANKING	MASON COUNTY REPORT CARD AND COUNTY HEALTH RANKING, 2010 Mason County Health Rankings, 2009_2010_community_health_report_card, Health Rankings Presentation & Community Survey Log

Score Totals for Standard: 2 Engage the Community to Promote Policies to Improve the Public's Health

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 5 Develop public health policies and plans

Standard: 2 Develop and Implement a Strategic Plan

Develop and implement a health department organizational strategic plan.

	Score	Comments	Documents
5.2.2 L	1	Unable to verify goals and objectives with measurable and timeframed targets.	MCPH Strategic Plan 2008 - 2013, Infrastructure Master Action Plan, Strategic Plan Progress Report
5.2.3 L	2		2010 Strategic Plan Progress Report

Score Totals for Standard: 2 Develop and Implement a Strategic Plan

	Specific LHJ Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 5 Develop public health policies and plans

Standard: 4 Maintain All Hazards/Emergency Response Plan

Maintain All Hazards/Emergency Response Plan (ERP).

	Score	Comments	Documents
5.4.2 L	2	Verified that Section 1 Coordination and Supervision document, dated 2001, is currently in force in Mason County.	SecB Strategic Plan (MC PHC LERP), Section C - Annex I - Dir and Contrl, Section I Annex VII Public Info, Section J Annex VII Communications, PHEPR CDC Mason Progress Report Template - Year Endjuly2010, Section 1 Coordination and Supervision

Score Totals for Standard: 4 Maintain All Hazards/Emergency Response Plan

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 6 Enforce public health laws and regulations

Standard: 2 Educate About Public Health Laws

Educate individuals and organizations on the meaning, purpose, and benefit of public health laws and how to comply.

	Score	Comments	Documents
6.2.2 L	2		Food Establishments Requirements, Septic Permits and Requirements, Maintenance Schedule for print fix , Procedures for Obtaining Septic Permit, 2009 O & M calendar, 2010 O & M calendar, Oakland Bay Annual Reminder
6.2.3 L	1	WEB and Onsite WAC citations and education materials list and handouts are undated.	Mason County Public Health-CD Contacts, Notifiable Condition Provider Education, providerposter 2009 EH Annual Report, Septic Permits and Requirements Educational Materials, Dos and Don'ts letter size, Septic Sense Brochure

Score Totals for Standard: 2 Educate About Public Health Laws

	Specific LHJ Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 6 Enforce public health laws and regulations

Standard: 3 Conduct Enforcement Activities

Conduct and monitor enforcement activities for which the agency has the authority and coordinate notification of violations among appropriate agencies.

	Score	Comments	Documents
6.3.1 L	1	ENVIRONMENTAL HEALTH ENFORCEMENT POLICY, dated 8/31/95 exceeds the "within 5 year" requirement for document review; Title 6 On-site enforcement document dated 3/2/95.	REGULATIONS ADOPTED 040709, Enforcement for Oakland Bay, ENVIRONMENTAL HEALTH ENFORCEMENT POLICY, Title 6 On-site enforcement
6.3.2 L	1	Unable to verify the date on the Summary of Monthly Inspections and end of year report	ruleworkingdoc-chapter8 - WAC 246-215, FEP inspection report
6.3.3 L	2	ENVIRONMENTAL HEALTH ENFORCEMENT POLICY dated 8/31/95 exceeds the "within 5 year" requirement for document review.	Hood Canal OSS Tracker, On-Site Regulation Adopted April 7, 2009, Potts 4431 staffreport
6.3.4 L	2		2009 EH Annual Report, Financial Analysis Form- 2010 Budget

Score Totals for Standard: 3 Conduct Enforcement Activities

	Specific LHI Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 7 Promote strategies to improve access to healthcare services

Standard: 2 Implement Strategies to Improve Access to Healthcare Services

Identify and implement strategies to improve access to healthcare services.

	Score	Comments	Documents
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7.2.1 L

2

3-9-10 MCCDC minutes

Score Totals for Standard: 2 Implement Strategies to Improve Access to Healthcare Services

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 8 Maintain a competent public health workforce

Standard: 2 Maintain a Competent Public Health Workforce

Assess staff competencies and address gaps by enabling organizational and individual training and development opportunities.

	Score	Comments	Documents
8.2.1 L	1	2010 MCPH Performance Review Analysis is beyond 5 year requirement. MCPH Performance Review Policy is beyond the "within 5 years" requirement for document review. Mason County~ Health Educator-Program Coordinator document is undated.	2010 MCPH Performance Review Analysis, Mason County General Performance-PHN-non supervisor, Performance Evaluation Instruction Sheet-2010 2010 MCPH Performance Review Analysis, Mason County General Performance-PHN-non supervisor, Performance Evaluation EH 2010, Performance Evaluation Instruction Sheet - 2010, Statement from EH Manager
8.2.3 L	2		management training, Copy of 2011 LHJ Membership Information Form, Copy of Staff Information Request - NACCHO, Environmental Public Health Tracking (EPHT) Workgroup, WSALPHO June Membership meeting minutes 60810, June WSALPHO BOD minutes 60710, leadership training (CHLF Agenda 5/30/08), WSALPHO membeship meeting 5/29/08, management & supervisory training agenda (Washington Counties Risk Pool ), WA Counties Risk Pool Certificate of Training for Lydia Buchheit 5/08

Score Totals for Standard: 2 Maintain a Competent Public Health Workforce

	Specific LHJ Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

Evaluate public health processes, programs, and interventions provided by the agency and its contractors.

	Score	Comments	Documents
9.1.3 L	2		Mason County NFP Logiv Model, NFP_Model_Elements_2010, NFP_Program_Objectives O&M Mgmnt Plan&Budget 2009 revised051109
9.1.4 L	2		2009 LCDF NFP Report, HealthDev_MasonCounty_20090930 1-15-2011 Mason County Onsite Management Plan Quarterly Report, 61510 Mason County Onsite Management Plan Quarterly Report, Mason County Onsite Management Plan QR 10-15-2009

Score Totals for Standard: 1 Evaluate the Effectiveness of Public Health Processes, Programs, and Interventions

	Specific LHJ Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Detailed Agency Report

Domain: 9 Evaluate and continuously improve processes, programs, and interventions

Standard: 2 Implement Quality Improvement

Implement quality improvement of public health processes, programs, and interventions.

	Score	Comments	Documents
9.2.2 L	2		Worksheet for testing Change 02, Quality Improvement Project, MCPH Written Quality Improvement Plan, QI, Worksheet for Testing Change STD, Quality Improvement Project2
9.2.3 L	2		10-14-2010 iLink QI for Ldrs, MCPH QI Training 07_, MCPH QI Training 9, MCPH QI Training Log

Score Totals for Standard: 2 Implement Quality Improvement

	Specific LHI Totals
Demonstrated	100%
Partially Demonstrated	0%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Program Report

Program: Communicable Disease

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
6.2.3 L	Provide education to regulated entities regarding their responsibilities and methods to achieve full compliance with applicable laws	2		Mason County Public Health-CD Contacts, Notifiable Condition Provider Education, providerposter	
6.3.1 L	Maintain current written procedures and protocols for conducting enforcement actions				
6.3.2 L	Conduct inspection activities of regulated entities according to mandated frequency and/or a risk analysis method that guides the frequency and scheduling of inspections of regulated entities				
6.3.3 L	Conduct enforcement activities and follow up on complaints according to procedures and protocols for both routine and emergency situations				
6.3.4 L	Conduct analysis of complaints, violations and enforcement activities to determine patterns, trends, compliance and effectiveness				
8.2.1 L	Complete performance evaluations and improvement/training plans	1	2010 MCPH Performance Review Analysis is beyond 5 year requirement.	2010 MCPH Performance Review Analysis, Mason County General Performance-PHN-non supervisor, Performance Evaluation Instruction Sheet-2010	

## Mason County Public Health Program Report

Program: Communicable Disease

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
9.1.3 L	Establish goals, objectives and performance measures for processes, programs and interventions	2		Mason County NFP Logiv Model, NFP_Model_Elements_2010, NFP_Program_Objectives	
9.1.4 L	Monitor performance measures for processes, programs and interventions	2		2009 LCDF NFP Report, HealthDev_MasonCounty_20090930	

Score Total for: Communicable Disease

	Specific LHJ Totals
Demonstrated	75%
Partially Demonstrated	25%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**

## Mason County Public Health Program Report

Program: OSS-Waste Water

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
6.2.3 L	Provide education to regulated entities regarding their responsibilities and methods to achieve full compliance with applicable laws	1	WEB and Onsite WAC citations and education materials list and handouts are undated.	2009 EH Annual Report, Septic Permits and Requirements Educational Materials, Dos and Don'ts letter size, Septic Sense Brochure	
6.3.1 L	Maintain current written procedures and protocols for conducting enforcement actions	1	ENVIRONMENTAL HEALTH ENFORCEMENT POLICY, dated 8/31/95 exceeds the "within 5 year" requirement for document review; Title 6 On-site enforcement document dated 3/2/95.	REGULATIONS ADOPTED 040709, Enforcement for Oakland Bay, ENVIRONMENTAL HEALTH ENFORCEMENT POLICY, Title 6 On-site enforcement	
6.3.2 L	Conduct inspection activities of regulated entities according to mandated frequency and/or a risk analysis method that guides the frequency and scheduling of inspections of regulated entities	1	Unable to verify the date on the Summary of Monthly Inspections and end of year report	ruleworkingdoc-chapter8 - WAC 246-215, FEP inspection report	
6.3.3 L	Conduct enforcement activities and follow up on complaints according to procedures and protocols for both routine and emergency situations	2	ENVIRONMENTAL HEALTH ENFORCEMENT POLICY dated 8/31/95 exceeds the "within 5 year" requirement for document review.	Hood Canal OSS Tracker, On-Site Regulation Adopted April 7, 2009, Potts 4431 staffreport	
6.3.4 L	Conduct analysis of complaints, violations and enforcement activities to determine patterns, trends, compliance and effectiveness	2		2009 EH Annual Report, Financial Analysis Form- 2010 Budget	

**Mason County Public Health  
Program Report**

Program: OSS-Waste Water

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
8.2.1 L	Complete performance evaluations and improvement/training plans	1	MCPH Performance Review Policy is beyond the "within 5 years" requirement for document review. Mason County~ Health Educator-Program Coordinator document is undated.	2010 MCPH Performance Review Analysis, Mason County General Performance-PHN-non supervisor, Performance Evaluation EH 2010, Performance Evaluation Instruction Sheet - 2010, Statement from EH Manager	
9.1.3 L	Establish goals, objectives and performance measures for processes, programs and interventions	2		O&M Mgmnt Plan&Budget 2009 revised051109	
9.1.4 L	Monitor performance measures for processes, programs and interventions	2		1-15-2011 Mason County Onsite Management Plan Quarterly Report, 61510 Mason County Onsite Management Plan Quarterly Report, Mason County Onsite Management Plan QR 10-15-2009	

## Mason County Public Health Program Report

Program: OSS-Waste Water

Domain Standard Measure	Measure	Score	Comments	Documents	Exemplary Documents
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Score Total for: OSS-Waste Water

	Specific LHI Totals
Demonstrated	50%
Partially Demonstrated	50%
NOT Demonstrated	0%

**Note: Totals may not equal 100% due to rounding**