

PUBLIC HEALTH IMPROVEMENT PARTNERSHIP



PUBLIC HEALTH INDICATORS WORKGROUP

CHARTER

October 2012

PUBLIC HEALTH
ALWAYS WORKING FOR A SAFER AND
HEALTHIER WASHINGTON

PURPOSE

The Public Health Indicators (PHI) Workgroup was formed to guide and strengthen the governmental public health system in Washington State through measurement of health status or determinants of health.

GUIDING PRINCIPLES

The 6 principles below reflect the PHIP Partnership's beliefs about its role and the impact it wants to have on the health of Washington's residents. The principles guide who we are, what we do, why we do it, and how we do it. These principles apply to the Public Health Indicators Workgroup.

1. We represent governmental public health (local, tribal, state and federal)
2. Our vision is for a public health system that improves and protects the health of the people in Washington state
3. We know that health outcomes are improved through innovative strategies evidence based public health interventions
4. We identify and respond to population-based health issues and trends, and value public health research to better inform our efforts
5. We acknowledge the importance of delivering results with the resources we have been given
6. We treat each other as valued colleagues and partners

SCOPE

Over the next 5-7 years, the Workgroup will undertake the following efforts to improve the health of the citizens of Washington State:

- Review the current indicators, make recommendations for change and approve a set of indicators that will be used to measure health status and health determinants at the local level
- Develop or update the set of indicators with the latest available data
- Promote the use of indicator data to inform health policy decisions through communication mechanisms and current materials in the toolkit

Structure

Workgroup members will consist of a diverse group of public health professionals across multiple disciplines. These individuals will play a critical role in understanding the factors that impact local, state and national public health. Replacement of workgroup representatives will maintain the continuity of the workgroup plan.

LEADERSHIP

- Co-Chairs (*appointed by the Secretary of Health*)
 - Washington State Department of Health
 - Local health representative

MEMBERSHIP

The co-chairs will appoint all workgroup members. Membership to the workgroup will be for three years and reappointments will be available.

RESPONSIBILITIES

Public Health Indicators Workgroup representatives will be expected to use their experience, expertise, and insight (and these of other individuals) to identify and develop public health indicators to guide program effort and improvement in the public health system.

Representatives will need to have a broad understanding of public health practice, be genuinely interested in quality improvement strategies and outcomes of the efforts being undertaken. Member responsibilities will be to:

- Set vision and direction for the workgroup
- Bring ideas and solicit input from stakeholders
- Engage in workgroup activities and provide two-way communication among workgroup members, and, may serve as the workgroup representative to the PHIP Partnership
- Share the work of the workgroup with representative associations such as the WSALPHO forums and seek their input
- Help to develop and approve workgroup work plan
- Approve major products, actions, initiatives
- Attend quarterly meetings and additional meetings if required (sending substitutes is not recommended unless under special circumstances approved by the workgroup co-chairs)

DECISION-MAKING PROCESS

Members will be polled on critical issues. The workgroup approves criteria for selection of all indicators and this is available at www.doh.wa.gov/hip/initiative/phi/2011.htm Decisions will be based on workgroup consensus¹. If consensus cannot be reached, the issue will be referred to the PHIP Partnership.

MEETING SCHEDULE

The workgroup will meet quarterly. The intent is that no more than two of these meetings will be held in person at a location convenient for participants. The remaining meetings will be held using available technology. As specific efforts and other business needs require, special meetings may be called.

¹ General agreement arrived at by most of the Workgroup

PRODUCTS

- Washington's Local Public Health Indicators
- 2013 Local Public Health Indicators (fourth cycle)
- Training materials and toolkits

STAFF

Staff's role is to execute the intent of the workgroup guiding the production of the major products, identify emerging issues and managing and supporting the work of the group. Specific responsibilities include, but are not limited to:

- Staff the workgroup
- Recruit potential workgroup members
- Communicate broadly about workgroup efforts on a regular basis, using various electronic and web-based media
- Coordinate any consultant activity and manage the contract in coordination with the co-chairs
- Undertake work group engagement activities
- Provide summaries for all meetings of the work group
- Work with the co-chairs and any consultants to develop an agenda and any other materials for meetings and initiatives