

PUBLIC HEALTH IMPROVEMENT PARTNERSHIP



PUBLIC HEALTH STANDARDS WORKGROUP

CHARTER

April 2010

PUBLIC HEALTH
ALWAYS WORKING FOR A SAFER AND
HEALTHIER WASHINGTON

PURPOSE

The Public Health Standards Workgroup was formed under the auspices of the Public Health Improvement Partnership. Its purpose is to guide and strengthen the governmental public health system in Washington State through standards as well as help prepare the system for voluntary accreditation. To accomplish that, the workgroup members are responsible to ensure that their actions support a public health system that is accountable, continuously measures and improves health outcomes, and reduces environmental and other health risks.

GUIDING PRINCIPLES

The 7 principles below reflect the Partnership's belief 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 and how we do it. These principles also apply to the Public Health Standards 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 and evidence based public health interventions
4. We identify and respond to population-based health issues and trends
5. We value public health research to better inform our efforts
6. We acknowledge the importance of delivering results with the resources we have been given
7. We treat each other as valued colleagues and partners

SCOPE

Over the next 3-5 years, the workgroup will undertake the following efforts to improve the health of the citizens of Washington State:

- Approve standards and measures that will be used to measure capacity of the public health system
- Oversee the 2010-2011 measurement of local and state public health capacity and performance
- Identify strategies and actions to improve performance based on results from the performance measurement cycle and promote them with state and local agencies
- Promote the use of quality improvement tools
- Help prepare the public health system for voluntary accreditation

STRUCTURE

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

LEADERSHIP

- Co-Chairs (*appointed by the Secretary of Health*)
 - Performance and Accountability Director
(*Washington State Department of Health*)
 - Local health representative
(*Local Public Health Jurisdiction*)

MEMBERSHIP

The Co-Chairs will appoint all workgroup members. Membership to the workgroup will be for three years with the option for reappointment.

RESPONSIBILITIES

Workgroup members will be expected to use their experience, expertise, and insight (and those of other individuals from their organizations) to strengthen and build professionalism in the public health system. Representatives will need to have a broad understanding of public health practice, be genuinely interested in the partnership initiatives, and understand the strategic implications 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, may serve as the workgroup representative to the Partnership
- 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)
- Lead sub-workgroups as needed

DECISION-MAKING PROCESS

Members will be polled on critical issues. Decisions will be based on partnership 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 in a convenient location for all 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

WORKGROUP PRODUCTS

- Washington State standards and measures
- Washington State standards review process
- Review process site reports
- Overall site report
- Compilation of best practices
- Accreditation support tools
- Implementation of quality improvement training and strategies

STAFF

Staff's role is to execute the intent of the workgroup guiding the production of the major products, identify emerging issues and manage and support 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
- Coordination of any consultant activity and management of the contract in coordination with the co-chairs
- Undertake work group engagement activities
- Provide minutes 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