

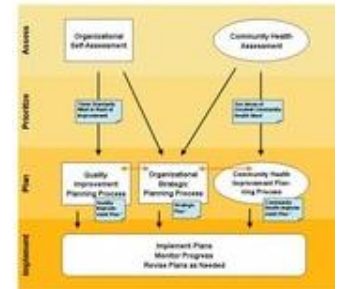
Overview: Minnesota Local Public Health Assessment and Planning Process

The Local Public Health Assessment and Planning process provides a single assessment and planning process for all Community Health Boards (CHBs), which aligns with the national public health standards.

This process has been developed with input from local public health. Revisions of the assessment and planning process, previously known as CHAAP, are based on recommendations by the [State Community Health Services Advisory Committee \(SCHSAC\)](#).

CHBs will electronically report all five 2010-2014 cycle deliverables in February 2015.

Terms and criteria for assessment and plans are defined by the [PHAB Standards and Measures Version 1.0](#).



Download: [Local Public Health Assessment and Planning Process with Deliverables](#)

The Planning Process

Assess

There are two assessments:

- **Organizational Assessment:** A self-study of the organization's ability to meet the [PHAB Standards and Measures](#); determines areas of strength and opportunities for improvement within your organization
- **Community Health Assessment:** Similar to assessments performed previously by local public health; places greater emphasis on involving community partners to access data, provide various perspectives for analysis, present data and findings, and commit to using data

Contact your [Public Health Nurse Consultant](#) to receive the self-assessment tool, and for other assistance.

Prioritize

The prioritization stage includes two deliverables, to be reported by CHBs:

- **Three Standards Most in Need of Improvement**
- **Ten Areas of Greatest Community Health Need**

Compiling CHB data will allow a snapshot of system capacity and community health needs across the state, including the ability to compare regions.

Plan

The three plans, described below, can guide the work of your organization, be used to advocate for resources, lead to visible results, and demonstrate accountability and efficiency. These three plans will be submitted to MDH in February 2015; multi-county CHBs are encouraged to develop and submit plans as a CHB.

National accreditation standards state that these plans are related, and should connect with each other; MDH will provide assistance in making these connections.

Community Health Improvement Plan

- **New:** This is the community's plan—not the CHB's plan for the community
- **Focus is larger than on just the organization:** Involves partners in processes of assessment, planning, and strategy development, as well as in strategy implementation

Strategic Plan

- Based on priorities identified during the organizational self-assessment *and* the community health assessment: Guides decision-making regarding allocating resources and taking action
- Plan is internal to the organization
- Focuses on a range of organizational goals, strategies, and objectives, including the organization's role and responsibilities for implementing the Community Health Improvement Plan

Quality Improvement Plan

- Informed by priorities identified during organizational self-assessment process and other sources, such as program evaluations, after action reports, agency performance measures, and QI Council recommendations
- Focuses on increasing efficiency and effectiveness in the short-term. Identifies specific operations and areas within the organization in need of improvement, and supports the strategic plan

For help in crafting your quality improvement plan, contact [QI Consultant Andrea Kaminski](#).

Implement

As your plans are implemented, you should use them to monitor your progress, and can modify or revise them as needed. You should report progress within your organization and to your Community Health Advisory Board, County Board, community partners and/or the public.

We encourage you to use your plans, and can provide support as your CHB implements its plans. You will not report progress on your plans to MDH as a deliverable of the Minnesota Local Public Health Assessment and Planning process.

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Next Steps for CHBs

- Review the [diagram describing the Minnesota Local Public Health Assessment and Planning process](#), and the [PHAB Standards and Measures](#) related to assessments and plans (Standards 1.1, 5.2, 5.3, and 9.2)
- Determine your CHB's timeline for completing the Minnesota Local Public Health Assessment and Planning process
- As your CHB conducts other assessment and planning processes, you can incorporate them into the Minnesota Local Public Health Assessment and Planning process
- Contact your [Public Health Nurse Consultant](#) for assistance

Technical Assistance and Guidance for CHBs

MDH will provide assistance and guidance throughout the 2010-2014 cycle, on planning process steps and deliverables. This guidance is based on the [PHAB Standards and Measures](#).

Assistance is available right now. As MDH prepares a written **handbook** and **training materials**, you can work with MDH staff to begin the Local Public Health Assessment and Planning process:

- **General Questions:** [Assessment and Planning Coordinator Becky Buhler](#)
- **Technical Assistance:** [MDH Public Health Nurse Consultants](#)
- **Quality Improvement Plan:** [QI Consultant Andrea Kaminski](#)
- **Data and Surveys:** [Minnesota Center for Health Statistics](#)