

#38

**COMPLETE**

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## Page 1: Local Health Department/District Information

**Q1** Department Name

Farmington Valley Health District

**Q2** Do you have a Board of Health? **Yes**

## Page 2: Board of Health

**Q3** Please complete the Board of Health information below.

Chairperson	<b>Brandon Robertson</b>
Address	<b>60 West Main Street</b>
City/Town	<b>Avon</b>
State/Province	<b>CT</b>
ZIP/Postal Code	<b>06001</b>
Email Address	<b>brobertson@town.avon.ct.us</b>

**Q4** Board Function **Advisory & Policy Making**

**Q5** Number of Board Members

16

## Page 3: Director of Health and Local Health Department Information

**Q6** Director of Health

Name	<b>Jennifer Kertanis</b>
Degree(s)	<b>MPH</b>
Number of hours in Director of Health's average work week	<b>40+</b>

**Q7** Please list salary figures as whole dollars per year.

Minimum Annual Salary	<b>0</b>
Maximum Annual Salary	<b>115000</b>
Actual Annual Salary	<b>115000</b>

**Q8** An Acting Director of Health is defined as an approved individual covering for a Director of Health when he or she is absent, for example, due to a vacation, medical leave, conference, or position vacancy. See Connecticut General Statute Section 19a-200 or 19a-244. Do you have a staff person(s) who is the Acting Director of Health in your absence? **No**

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**Q9** If no, how do you assure coverage when the Director of Health is absent? **A Director of Health in a neighboring municipality/health district through a formal MOU/MOA.**

**Q10** Does your department include a Housing Department? **No**

**Q11** Does your department include a Social Services Department? **No**

**Q12** Does your department include additional non-public health programs? **No**

**Q13** Are there any collective bargaining units in your department? **No**

**Q14** Which of the following best describes your department with respect to participation in the Public Health Accreditation Board's national accreditation program? **My department plans to apply for accreditation, but has not yet registered on e-PHAB**

**Q15** In what calendar year does your department anticipate registering in e-PHAB in order to pursue accreditation? **2022**

Page 4: Local Health Personnel

**Q16** Administrative

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Assistant or Deputy Director of Health	0				
Environmental Health Supervisor	1			\$44	\$54
Nursing Supervisor	0				
Office Manager	1			\$22	\$25
Bookkeeper			1		
Secretary					

**Q17** Medical

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Dental Professional	0				
Dietitian / Nutritionist	0				
Lab Technician	0				
Nurse* (RN, APRN)*Does not include School Nurse	0				
Physician / Medical Advisor			1		
School Nurse	0				
Social Worker	0				

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**Q18 Public Health**

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Emergency Preparedness Coordinator			1		
Environmental Health Inspector (e.g., food, lead, housing)	7			\$24	\$41
Epidemiologist					
Health Educator	1			\$32	\$37
Outreach Worker					
Other Paid Worker (Please describe below)	1			\$27	\$29

Other Paid Worker, please describe:  
Accreditation Coordinator and Community Health programming

**Q19 How many of your staff have the following licenses and/or certifications?**

	#
Dental Hygienist (RHD)	
Dentist (DMD/DDS)	
Food Inspector	7
Health Educator (CHES)	1
Lead Assessor	4
Lead Inspector	4
Nurse (RN/APRN)	1
Pharmacist (RPh)	
Phase I SSDS	5
Phase II SSDS	4
Physician (MD/DO)	
Registered Dietitian (RD)	
Registered Sanitarian (RS)	3
Social Worker (LSW)	
Veterinarian (DVM/VMD)	
Other (Please describe below)	

Page 5: Public Health Department Revenue

<b>Q20 DPH funds - all regardless of source</b>	Amount \$	207468
<b>Q21 State funds - other than DPH</b>	Amount \$	0
<b>Q22 Federal sources - direct</b>	Amount \$	0
<b>Q23 Licensure/Permit fees</b>	Amount \$	395000

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<b>Q24</b> Local funds - city/town sources	Amount \$	<b>663026</b>
<b>Q25</b> Medicaid	Respondent skipped this question	
<b>Q26</b> Medicare	Respondent skipped this question	
<b>Q27</b> Other revenue	Amount \$	<b>74819</b>
<b>Q28</b> Patient personal fees	Respondent skipped this question	
<b>Q29</b> Private foundations	Amount \$	<b>200000</b>
<b>Q30</b> Private health insurance	Respondent skipped this question	
<b>Q31</b> What is your total operating budget?		
1587854		

Page 7: 10 ES - #1 Monitor health status to identify and solve community health problems

<b>Q32</b> Requirement 1: My department has participated in or conducted a local community health assessment (CHA) within the last five years.	<b>No</b>
<b>Q33</b> If yes, does the CHA include? (Select all that apply)	Respondent skipped this question
<b>Q34</b> If yes, please upload the CHA or provide web link.	Respondent skipped this question
<b>Q35</b> Web link/URL	Respondent skipped this question
<b>Q36</b> Requirement 2: My department shared the findings from the community health assessment with the residents in my jurisdiction and asked for their input.	<b>No</b>
<b>Q37</b> If yes, what methods did you use to seek input from residents? (Select all that apply)	Respondent skipped this question
<b>Q38</b> Requirement 3: My department routinely gathers information, collects data and/or conducts community dialogues specific to populations or geographic areas in the community where health inequities and poorer health indicators were identified in the community health assessment.	<b>No</b>
<b>Q39</b> If yes, how is the data provided? (Select all that apply)	Respondent skipped this question

Page 8: 10 ES - #1 Monitor health status to identify and solve community health problems

<b>Q40</b> Requirement 1: My department shared the results of the community health assessment with the partners/stakeholders and the public.	<b>No</b>
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**Q41** If yes, how did your department share the results of the CHA? (Select all that apply) **Respondent skipped this question**

Page 9: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q42** Requirement 1: My department has written processes and/or protocols used to collect surveillance data from multiple sources and to review and analyze the data. **No**

**Q43** If yes, how are the data collected? (Select all that apply) **Respondent skipped this question**

**Q44** Requirement 2: My department has written processes and/or protocols that (1) specify which surveillance data are confidential and (2) assure the confidential data are maintained and handled in a secure confidential manner. **Yes**

**Q45** If yes, please upload the protocol.

**Data Confidentiality-FVHD.docx (62.7KB)**

**Q46** If no, is the protocol in development? **Respondent skipped this question**

**Q47** Requirement 3: My department has a 24/7 contact system or protocol to collect data from those who report data to my department. **Yes**

**Q48** If yes, how does your department collect the data 24/7? (Select all that apply) **Email address, Health department's website, Other (please describe): 3-deep call list with all local police dispatch centers**

**Q49** Requirement 4: My department regularly uses the state DPH surveillance systems. **Yes**

**Q50** If yes, which surveillance systems do your department use? (Select all that apply) **CTSITE (childhood lead), CTEDSS (reportable diseases), Syndromic Surveillance (opioids)**

**Q51** How many staff have been trained to use any of the state surveillance systems?

6

Page 10: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q52** Requirement 1: My department has been involved in the collection of primary quantitative data in addition to surveillance data. **Yes**

**Q53** If yes, how has your department collected primary quantitative data? (Select all that apply)

Surveys of target groups ,  
 Inspection data

**Q54** Requirement 2: My department has been involved in the collection of primary qualitative data. **Yes**

**Q55** If yes, how your department has been involved in the collection of primary qualitative data? (Select all that apply)

Open ended survey questions ,  
 Focus groups,  
 Stakeholder interviews,  
 Key informant interviews

**Q56** Requirement 3: My department uses standardized data collection instruments to collect quantitative or qualitative data. **Yes**

Page 11: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q57** Requirement 1: My department analyses various types of data and draws conclusions. **Yes**

**Q58** If yes, do the analyses of the data include the following? (Select all that apply)

Comparison of the data to other local agencies, the state or nation ,  
 Time/trend analysis ,  
 Primary and secondary data from multiple sources

**Q59** Requirement 2: My department shares data and data analyses. **Yes**

**Q60** If yes, with whom does you department share the data and data analyses? (Select all that apply)

Community groups,  
 Public Health Partners,  
 Elected officials ,  
 Board of Health ,  
 Residents,  
 Other (please describe):  
 CHA Advisory Group

Page 12: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q61** Requirement 1: My department has used data to develop policies, processes, programs or interventions or to revise or expand existing policies, processes, programs or interventions. **Yes**

**Q62** If yes, how has the department used data? (Select all that apply)

Licensing/Permitting Program ,  
 Health Promotion Programs,  
 Other (please describe):  
 legislators

Page 13: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q63** Requirement 1: My department provides summaries or fact sheets of community health data. **Yes**

**Q64** If yes, who are the summaries/fact sheets shared with? (Select all that apply)

Residents,  
 Public health partners ,  
 Community groups,  
 Key stakeholders,  
 Elected officials ,  
 Board of Health

Page 14: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q65** Requirement 1: My department has a written protocol that includes a procedure for conducting investigations of suspected or identified health problems and environmental and occupational public health hazards. **Yes**

**Q66** If yes, for which of the following entities does the protocol delineate the assignment of responsibilities? (Select all that apply)

Internal staff ,  
 Other local health departments (MOU) ,  
 DPH (Food, Asbestos, SSDS)

Page 15: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q67** Requirement 1: My department conducts audits or programmatic evaluations (e.g., After Action Report) of investigations to ensure capacity to respond to outbreaks of infectious disease. **Yes**

**Q68** Requirement 2: My department has a written report or other documentation of a completed investigation of a non-infectious health problem or hazard. **Yes**

Page 16: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q69** Requirement 1: My department has a tracking log or audit on investigations that includes reporting lab test results and investigation results. **Yes**

**Q70** If yes, how does your department track investigations? (Select all that apply) **Tracking log,**  
**State surveillance systems (CTEDSS, CTSITE, CTEPHT- also known as MAVEN)**

Page 17: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q71** Requirement 1: My department has written protocols for the containment/mitigation of health problems and hazards. **Yes**

**Q72** If yes, does the protocol(s) include? (Select all that apply) **Mitigation,**  
**Contact management,**  
**Clinical management,**  
**Use of prophylaxis and emergency biologics** ,  
**Process for exercising legal authority for disease control**

Page 18: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q73** Requirement 1: My department has infectious disease outbreak protocols that describe the process for determining when the EOP will be implemented. **Yes**

**Q74** If yes, please upload the protocol.

**EOP-FVHD.pdf (4.1MB)**

**Q75** If no, is the protocol in development? **Respondent skipped this question**

**Q76** Requirement 2: My department has protocols that specifically address environmental public health hazards and that describe the process of determining when the EOP will be implemented. **Yes**

**Q77** If yes, please upload the protocol.

**EOP Protocols-FVHD.pdf (913.8KB)**

**Q78** If no, is the protocol in development? **Respondent skipped this question**

**Q79** Requirement 3: My department has cluster evaluation protocols describing the process for determining when the EOP will be implemented. **No**

**Q80** If yes, please upload the protocol. **Respondent skipped this question**

**Q81** If no, is the protocol in development? **Yes**

Page 19: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q82** Requirement 1: My department has a written description of how it determines if an event has risen to the level of significance requiring an AAR. **Yes**



**Q83** If no, is the documentation in development? Respondent skipped this question

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**Q84** How many drills and exercises did your department conduct or participate in the last fiscal year?

5

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**Q85** How many real world public health events did your department respond to in the last fiscal year?

0

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**Q86** How many were significant that required the development of an AAR?

2

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Page 20: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q87** Requirement 1: My department has policies and procedures outlining how the department maintains 24/7 access to support services in emergencies. Yes

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**Q88** If no, are the policies and procedures in development? Respondent skipped this question

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**Q89** Requirement 2: My department has a call down list that is used to contact epidemiological and environmental local public health resources. Yes

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**Q90** If yes,

When was the call down list last tested? June 2019

What was the response time? 68%

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**Q91** Requirement 3: My department has a written policy or procedure to assure 24/7 access to laboratory services. Yes

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**Q92** If yes, please upload the protocol.

[Access to LAB Services-FVHD.docx \(12.8KB\)](#)

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**Q93** If no, is the policy/procedure in development? Respondent skipped this question

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**Q94** Requirement 4: My department has protocols for handling and submitting of specimens. Yes

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**Q95** If yes, please upload the protocol.

[Lab Specimen-FVHD.pdf \(100.2KB\)](#)

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**Q96** If no, is the policy/procedure in development? Respondent skipped this question

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Page 21: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q97** Requirement 1: My department has a protocol, procedure or policy that identifies support personnel (within or outside the department) who will be called on to provide surge capacity. Yes

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<b>Q98</b> If no, is the protocol/procedure/policy in development?	Respondent skipped this question
<b>Q99</b> Requirement 2: My department has staffing lists for surge capacity which includes both the staffing needed for a surge response and how staff will fill those needs.	Yes
<b>Q100</b> If yes, how are staff notified if they are needed for surge capacity? (Select all that apply)	Email, Call down, Text, Other (please describe): Local HAN
<b>Q101</b> Requirement 3: My department has a document detailing the availability of equipment (transportation, field communications, personal protective equipment (PPE), etc.) to support a surge.	Yes
<b>Q102</b> If no, is the document in development?	Respondent skipped this question
<b>Q103</b> Requirement 4: My department has a schedule for training or exercises to prepare personnel who will serve in surge capacity (e.g., ICS or PPE).	Yes
<b>Q104</b> If no, is the schedule in development?	Respondent skipped this question
<b>Q105</b> Requirement 5: My department has a list and description of contracts, MOAs/MOUs, and/or mutual assistance agreements providing addition staff and services, including laboratory services, for surge capacity.	Yes

Page 22: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

<b>Q106</b> Requirement 1: My department has a communication protocol to contact staff, health care providers, response partners, the media and others, 24/7.	Yes
<b>Q107</b> If yes, please upload the protocol.  <b>Communication Protocol-FVHD.docx (65.9KB)</b>	
<b>Q108</b> If no, is the protocol in development?	Respondent skipped this question
<b>Q109</b> Requirement 2: My department provides information to partners and the public about how to contact the health department to report a public health emergency, risk, problem, or environmental or occupational public health hazard.	Yes
<b>Q110</b> If yes, how does your department inform partners and the public? (Select all that apply)	Web page, Fax broadcasts, Other (please describe): local police dispatch

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**Q111** Requirement 3: My department's partners and the public can contact the health department 24/7. **Yes**

**Q112** If yes, how does the public and partners contact your department 24/7? (Select all that apply) **Police dispatch, Staff call down list**

**Q113** Requirement 4: My department has established or participates in a Health Alert Network (HAN) or similar system that receives and issues alerts 24/7. **Yes**

**Q114** If yes, how often does your department test the system?

quarterly at least

**Q115** Requirement 5: My department provides information to the public and uses the media to communicate information to the public during a public health emergency. **Yes**

**Q116** If yes, how does your department provide information and use the media to communicate information to the public? (Select all that apply) **Web page, Social media, Distribution of printed materials (brochures, flyers, factsheets), Fax broadcasts, Press release, Public service announcement**

Page 23: 10 ES - #3 Inform, educate, and empower people about health issues

**Q117** Requirement 1: My department has provided information to the public on health risks, health behaviors, disease prevention, or wellness. **Yes**

**Q118** If yes, how has your department provided information to the public? (Select all that apply) **Public presentation, Press release, Media communications, Brochure, Social media, Public service announcement, Other, please describe: monthly newsletter, community access tv show**

**Q119** Requirement 2 **Yes**

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**Q120** If yes, were the health promotion strategies? (Select all that apply)

Evidence-based, rooted in sound theory, practice-based evidence, and/or promising practice

,

Developed with input of the community (focus groups, key informant interviews, town meetings, advisory groups)

,

Focused on social and environmental factors

Marketed using various platforms (social media, newspaper, etc.),

Implemented in collaboration with stakeholders, partners, and the community

**Q121** If yes, what types of health promotion strategies were developed and implemented or sustained? (Select all that apply)

Radon test kits

Other, please describe:

Men's Health Initiative, School Resilience Programming, Healthy Aging, Chronic Disease Management

Page 24: 10 ES - #3 Inform, educate, and empower people about health issues

**Q122** Requirement 1: My department has assessed health inequity across the jurisdiction within the last five years. **No**

**Q123** If yes, does the assessment include? (Select all that apply) **Respondent skipped this question**

Page 25: 10 ES - #3 Inform, educate, and empower people about health issues

**Q124** Requirement 1: My department has a policy, plan or strategy for branding. **Yes**

**Q125** If yes, does the branding policy, plan or strategy? (Select all that apply)

Ensure that staff have a clear understanding and commitment to the brand of the department

,

Communicate the department's brand in a variety of ways to different stakeholders (public, Board of Health, elected officials, policy makers, the media)

,

Integrate brand messaging into organizational communication strategies and external communications

,

Use a common visual identity (logo) to communicate the community health board's brand

,

Include signage inside and outside the department's facility

**Q126** If no, is the policy, plan or strategy in development? **Respondent skipped this question**

Page 26: 10 ES - #3 Inform, educate, and empower people about health issues

**Q127** Requirement 1: My department has external communication procedures or protocols. **Yes**

**Q128** If yes, does the external communication procedures or protocols include? (Select all that apply)

The process for dissemination of accurate, timely, and appropriate information for different audiences  
,  
Coordination with community partners for the communication of targeted and unified public health messages  
,  
A contact list of media and key stakeholders  
,  
The responsibilities and expectations for positions interacting with the news media  
,  
A designated staff position as the public information officer – please provide the staff person's name below.:  
Jennifer Kertanis

**Q129** If yes, please upload the procedure or protocol.

Communication Protocol-FVHD.docx (65.9KB)

**Q130** If no, is the protocol in development?

Respondent skipped this question

Page 27: 10 ES - #3 Inform, educate, and empower people about health issues

**Q131** Requirement 1: My department has a risk communication plan, protocol or procedure.

Yes

**Q132** If yes, does the risk communication plan, protocol or procedures? (Select all that apply)

Address how information is provided 24/7  
,  
Delineate roles, responsibilities and chain of command  
,  
Address how message clearance will be expedited  
,  
Describe on the health department will work with media  
,  
Address preventing public alarm by addressing with misconceptions or misinformation

**Q133** If yes, please upload the plan, protocol or procedure.

Communication Protocol-FVHD.docx (65.9KB)

**Q134** If no, is the plan, protocol or procedure in development?

Respondent skipped this question

Page 28: 10 ES - #3 Inform, educate, and empower people about health issues

**Q135** Requirement 1: My department maintains a website or web page to inform the public about public health issues.

Yes

**Q136** If yes, my department's website or web page has the following information: (Select all that apply)

- 24/7 contact number for reporting health emergencies
- Notifiable/reportable conditions link or contact number,
- Health data,
- Links to public health-related news
- Information and materials from program activities
- Links to CDC and other public health-related federal, state, or local agencies, as appropriate
- The names of the Director of Health and leadership team

Page 29: 10 ES - #3 Inform, educate, and empower people about health issues

**Q137** Requirement 1: My department has demographic data defining ethnic distribution and languages in the jurisdiction.

Yes

**Q138** Requirement 2: My department has access to staff or contractors who provide interpretation, translation or specific communication services.

Yes

**Q139** If yes, how does your department provide interpretation, translation or specific communication services? (Select all that apply)

- Language telephone services,
- Translation services/contractors

Page 30: 10 ES - #4 Mobilize community partnerships and action to identify and solve health problems

**Q140** Requirement 1: My department has been an active member of a community partnership(s) or coalition(s) to improve the health of the community.

Yes

**Q141** If yes, what sectors of the community do the members of the partnership(s) or coalitions(s) represent? (Select all that apply)

- School systems,
- Social service organizations
- Local government agencies
- Not-for-profit organizations,
- Faith institutions,
- Community members
- Youth organizations,
- Other, please describe:  
MPH Program

**Q142** If yes, which health issue(s) are being addressed in the community partnership(s) or coalition(s)? (Select all that apply)

**Chronic disease prevention** ,  
**Obesity**,  
**Anti-tobacco**,  
**Substance abuse**,  
 Other, please describe:  
 mental health aging

**Q143** Requirement 2: My department has made a change in a policy or created or revised a program that was implemented through the work of the partnership(s) or coalitions(s).

**Yes**

**Q144** If yes, what policy change or revision was implemented? (Select all that apply)

Other, please describe:  
 embed suicide prevention into municipal workforce development

Page 31: 10 ES - #4 Mobilize community partnerships and action to identify and solve health problems

**Q145** Requirement 1: My department engages with the community as a whole or with specific populations that will be affected by a policy or strategy.

**Yes**

**Q146** If yes, which sectors of the community has your department engaged? (Select all that apply)

**Service providers, i.e., tattoo artists, salon owners, nail technicians, massage therapists, food establishment owners and workers**

**Q147** Requirement 2: My department communicates and collaborates with the governing entity, advisory board and/or elected officials concerning public health policy or strategy at least quarterly.

**Yes**

**Q148** If yes, how does your department communicate and collaborate? (Select all that apply)

**Meetings**,  
**Fact sheets**,  
**Emails**

Page 32: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q149** Requirement 1: My department monitors and tracks the public issues being discussed by my department's governing entity, elected officials, individuals and/or other entities that set policies and practices that impact the health department or public health.

**Yes**

**Q150** If yes, how is your department monitoring and tracking issues? (Select all that apply)

**Meeting agendas and minutes** ,  
**Log of legislation** ,  
**Legislative Reports/Summaries** ,  
**Professional organizations (CADH, CEHA)**

Page 33: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q151** Requirement 1: My department has contributed to the formal discussions concerning public policy and practice and its impact on public health. **Yes**

**Q152** If yes, how has your department contributed to the discussions? (Select all that apply)

**Issue briefs,**  
**Talking points,**  
**Fact sheets,**  
**White papers,**  
**Official public testimony,**  
**Participation in an advisory or work group**

Page 34: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q153** Requirement 1: My department has informed policy makers and/or the public about potential health impacts of policies that are being considered or in place. **Yes**

**Q154** If yes, how has your department informed policy makers and/or the public? (Select all that apply)

**Distribution of emails, briefing statements or reports on policy impacts,**  
**Verbal or written testimony,**  
 Other (please describe):  
 newsletter

Page 35: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q155** Requirement 1: My department has a community health improvement plan (CHIP) dated within the last five years. **No**

**Q156** If yes, does the CHIP include the following? (Select all that apply) **Respondent skipped this question**

**Q157** If yes, please attach the CHIP or provide the web link. **Respondent skipped this question**

**Q158** Web link/URL **Respondent skipped this question**

**Q159** If no, where is your department in the process? (Select one) **My department has begun planning for a CHIP**

Page 36: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q160** Requirement 1: My department has a tracking process to document actions taken toward the implementation of the CHIP. **Respondent skipped this question**

**Q161** Requirement 2: My department and/or my partners have implemented some areas of the CHIP. **Respondent skipped this question**



**Q162** If yes, what area has been implemented and by whom?  
(Provide one example) **Respondent skipped this question**

Page 37: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q163** Requirement 1: My department has a strategic plan dated within the last five years. **No**

**Q164** If yes, does the plan include? (Select all that apply) **Respondent skipped this question**

**Q165** If no, where is your department in the process? (Select one) **My department has begun planning for a strategic plan**

Page 38: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q166** Requirement 1: Since the strategic plan's adoption, my department has reviewed the plan and has monitored and assessed progress towards reaching the goals and objectives. **Respondent skipped this question**

Page 39: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q167** Requirement 1: My department participates in preparedness meetings with other government agencies, local health departments and health care providers. **Yes**

**Q168** Requirement 2: My department has conducted drills or exercises or responded to real events that tested components of the All Hazards EOP within the last five years. **Yes**

**Q169** If yes, did your department develop an AAR after the emergency or drill/exercise? **Yes**

**Q170** Requirement 3: As a result of an exercise, drill or real event, my department has revised the All Hazards EOP. **Yes**

Page 40: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q171** Requirement 1: My department has a public health emergency response plan that is dated within the last five years. **Yes**

**Q172** If yes, does your department's public health EOP include? (Select all that apply)

- The health department staff responsible for coordinating a response**
- ,
- The roles and responsibilities of the health department and its partners**
- ,
- A health department communication network that addresses communication with other members of emergency networks or organizations that are also responders; or an emergency communication plan.**
- ,
- How the health department will manage continuity of operations during an emergency**

**Q173** Requirement 2: Within the last five years, my department has tested the public health EOP through drills and exercises. **Yes**

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**Q174** If yes, did your department complete an AAR the drills or exercises? **Yes**

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**Q175** Requirement 3: My department has revised the public health EOP based on AARs. **Yes**

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Page 41: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q176** Requirement 1: My department reviews regulations, statutes, and ordinances for their public health implications. **Yes**

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**Q177** If yes, when reviewing laws, does your department? (Select all that apply)

**Consider evidence-based practices, promising practices** ,

**Use model public health laws, checklists, templates or some other standard outline or guide**

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**Q178** Requirement 2: My department has access to legal counsel as needed. **Yes**

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Page 42: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q179** Requirement 1: My department provides advice and recommendations to the governing entity and/or elected officials on the public health impact of new laws and changes to current laws. **Yes**

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**Q180** If yes, how does your department provide advice and recommendations? (Select all that apply)

**Talking points,**

**Presentations,**

**Meetings**

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Page 43: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q181** Requirement 1: My department's staff have been trained in laws related to their job responsibilities within the past two years. **Yes**

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**Q182** If yes, on which laws have staff received training? (Select all that apply)

Food,  
 Lead,  
 Infectious disease (e.g., TB, STD, immunizations),  
 Subsurface sewage disposal systems,  
 Housing, hoarding, blight,  
 Opioid/naloxone,  
 Legal orders,  
 Disaster response/emergency preparedness,  
 Vector control,  
 Surveillance/outbreak investigations,  
 Other (please describe):  
 confidentiality, issuing NOVs,

**Q183** Requirement 2: My department ensures consistent application of public health laws.

Yes

**Q184** If yes, how does your department ensure the consistent application of public health laws? (Select all that apply)

Internal audits,  
 Other (please describe):  
 peer review/staff meetings

Page 44: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q185** Requirement 1: My department has information concerning public health related laws available to the public.

Yes

**Q186** If yes, how is your department providing information concerning public health related laws? (Select all that apply)

Website,  
 Information/training session,  
 Email or fax,  
 Phone conversations

**Q187** Requirement 2: My department has information about permit/license applications available to the public.

Yes

**Q188** If yes, how is your department providing information about permit/license applications? (Select all that apply)

Website,  
 Email or fax,  
 Phone conversations,  
 Other (please describe):  
 on-line searchable database

Page 45: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q189** Requirement 1: My department provides information or education to regulated individuals or entities about their responsibilities related to public health laws. **Yes**

**Q190** If yes, how is your department providing information or education to regulated individuals or entities? (Select all that apply) **Website, Information/training session, Phone conversations**

Page 46: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q191** Requirement 1: My department has local ordinances/regulations for conducting enforcement actions. **Yes**

**Q192** If yes, what types of ordinances/regulations? (Select all that apply) **Food, Hair Salon, Nail Salon, Tattoo Parlor, Body Piercing, Public Pool, Septic systems, Other (please describe): public health code**

**Q193** Please provide a link to where these ordinances can be found:

[www.fvhd.org](http://www.fvhd.org)

**Q194** Requirement 2: My department has a written procedure or protocol (e.g. decision tree) for enforcement program areas. **Yes**

**Q195** If yes, please upload the protocol.

**Enforcement Protocol-FVHD.doc (88.5KB)**

**Q196** If no, is the protocol in development? **Respondent skipped this question**

Page 47: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q197** Requirement 1: My department maintains a database or log of inspection reports with action taken, current status, follow-up, return inspections, and final results/closure. **Yes**

**Q198** If yes, what is/are the database(s) or log(s)? (Select all that apply) **Infectious disease (CTEDSS - MAVEN), Spreadsheet, Childhood Lead (CTSIT - MAVEN), Inspection software**

Page 48: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q199** Requirement 1: My department has a database or log of actions related to investigations and complaints. **Yes**

**Q200** If yes, does the database or log document? (Select all that apply)

**An analysis of the situation** ,

**Actions taken** ,

**Notice of violations**

Page 49: Copy of page: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q201** Requirement 1: My department analyzes the information in the database or log of investigations and complaints. **Yes**

**Q202** If yes, does your department analyze the data for? (Select all that apply)

**Performance improvement for the enforcement program** ,

**Development of a summary annual report**

**Q203** Requirement 2: My department conducts debriefings or other methods to evaluate what worked well, to identify problems and recommends changes in the investigation/response procedure to the enforcement protocols or procedures. **Yes**

Page 50: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q204** Requirement 1: My department has a protocol for notifying other agencies and the public of enforcement activities. **Yes**

**Q205** If yes, how does your department notify other agencies and the public of enforcement activities? (Select all that apply)

**Posting on a website,**

**Emails,**

**Correspondence,**

Other (please describe):  
response to individual inquiries

**Q206** If no, is the protocol in development? **Respondent skipped this question**

Page 51: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q207** Requirement 1: My department participates in a collaborative process to assess the availability of health care services to the population. **No**

**Q208** If yes, with whom does your department collaborate to assess the availability of health care services? (Select all that apply) **Respondent skipped this question**

**Q209** If yes, do you maintain documentation (agendas, minutes, rosters) of the collaborative process/meetings? **Respondent skipped this question**

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**Q210** Requirement 2: My department shares public health data for assessment and planning purposes. **No**

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**Q211** If yes, how does your department share the data? (Select all that apply) **Respondent skipped this question**

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**Q212** Requirement 3: My department assesses emerging issues that may impact access to care. **No**

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**Q213** If yes, please provide an example of an emerging issue. **Respondent skipped this question**

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Page 52: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q214** Requirement 1: My department has a process for identifying populations who lack access to health care. **No**

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**Q215** If yes, how are the populations identified? (Select all that apply) **Respondent skipped this question**

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**Q216** Requirement 2: My department has a report or has developed a report that identifies populations who experience barriers to health care services. **No**

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**Q217** If yes, in the report, are the populations who experience barriers identified by the following? (Select all that apply) **Respondent skipped this question**

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Page 53: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q218** Requirement 1: My department has a process used to identify gaps in health care services and barriers to health care services. **No**

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**Q219** If yes, how are the gaps in health care services and barriers to care identified? (Select all that apply) **Respondent skipped this question**

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**Q220** Requirement 2: My department has a report or developed a report of analysis of data from various sources that identify and describe gaps in access to health care services and barriers to health care services in my jurisdiction. **No**

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**Q221** If yes, does the report include? (Select all that apply) **Respondent skipped this question**

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Page 54: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q222** Requirement 1: My department participates in a collaborative process for developing strategies to improve access to health care. **No**

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**Q223** If yes, what strategies has the coalition developed to improve access to health care services and reduce barriers to care? (Select all that apply) **Respondent skipped this question**

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Page 55: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

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**Q224** Requirement 1: My department has collaboratively implemented strategies to improve access to health care services for those who experience barriers. **No**

**Q225** If yes, what strategies have been implemented to improve access to health care services? (Select all that apply) **Respondent skipped this question**

Page 56: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q226** Requirement 1: My department has initiatives to ensure that access and barriers are addressed in a culturally competent manner and take into account cultural, language and low literacy barriers. **No**

**Q227** If yes, what are some of the initiatives? (Select all that apply) **Respondent skipped this question**

Page 57: 10 ES - #8 Assure competent public and personal health care workforce

**Q228** Requirement 1: My department actively promotes public health as a career choice. **Yes**

**Q229** If yes, how? (Select all that apply)

- Collaboration with a school or college of public health to host interns/volunteers
- ,
- Guest lecturing at a college
- ,
- Making presentations to students about public health and public health careers
- ,
- Participating in student career fairs

Page 58: 10 ES - #8 Assure competent public and personal health care workforce

**Q230** Requirement 1: My department has a workforce development plan. **Yes**

**Q231** If yes, does the workforce development plan? (Select all that apply)

- Address the collective capacity and capability of the department workforce
- ,
- Address gaps in capacity and capabilities and include strategies to address them
- ,
- Include an assessment of current staff competencies against the adopted core competencies
- ,
- Include training schedules and a description of the material or topics to be addressed in the training curricula to address gaps in staff competencies

**Q232** If no, is the plan in development? **Yes**

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**Q233** Requirement 2: My department has implemented its workforce development strategies. **Yes**

**Q234** If yes, what workforce development strategies have been implemented? (Select all that apply) **Completed assessment of current staff competencies**,  
**Developed training schedules**

Page 59: 10 ES - #8 Assure competent public and personal health care workforce

**Q235** Requirement 1: My department ensures a competent workforce. **Yes**

**Q236** If yes, how does your department ensure a competent workforce? (Select all that apply) **Documented process for recruitment of qualified staff**,  
**Policies for recruitment of individuals who reflect the demographics of the population served**,  
**Job descriptions and requirements for specific certifications, skills, training, experience and education**,  
**Protocol/process to verify staff qualifications**,  
**Documents that the qualifications have been verified for all staff hired in the past 2 years**,  
**Annual performance reviews**

Page 60: 10 ES - #8 Assure competent public and personal health care workforce

**Q237** Requirement 1: My department documents staff's completion of their professional development activities. **Yes**

**Q238** If yes, what types of professional development activities? (Select all that apply) **Continuing education for certifications/licenses**,  
**Training opportunities (e.g., HIPAA, emergency response, methods for the presentation of data, health equity, and communications)**,  
**Learning by teaching**

**Q239** Requirement 2: My department provides leadership and/or management development training programs. **Yes**

**Q240** If yes, what type of leadership and/or management development training programs? (Select all that apply) **Meetings and conferences**

**Q241** Requirement 3: My department provides an environment in which employees are supported in their jobs. **Yes**



**Q242** If yes, how does your department provide a supportive environment? (Select all that apply)

- Seeking staff input on professional development goals ,
- Providing professional development opportunities ,
- Providing tuition reimbursement,
- Providing support through an Employee Assistance Program (EAP) ,
- Maintaining institutional memory, the transfer of knowledge, succession planning ,
- Encouraging systems thinking, change management, data use for decisions, and a culture of quality improvement ,
- Providing collaborative learning opportunities (e.g., participation on boards, committees, and task forces in community, collaborative planning sessions, shared reviews of program evaluations, etc.)

Page 61: Copy of page: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and

**Q243** Requirement 1: My department has adopted a performance management system with input from staff and leadership. **Yes**

**Q244** If yes, does the performance management system include? (Select all that apply)

- Performance standards, including goals, targets and indicators, and the communication of expectations ,
- Performance measurement including data systems and collection ,
- Progress reporting including analysis of data, communication of analysis results, and a regular reporting cycle

**Q245** If no, is the department in the process of adopting a system? **Respondent skipped this question**

Page 62: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q246** Requirement 1: My department has a committee or team that is responsible for implementing the performance management system. **No**

**Q247** If yes, does the committee or team? (Select all that apply) **Respondent skipped this question**

**Q248** If yes, for which area(s) has the performance management system been implemented? (Select all that apply) **Respondent skipped this question**

Page 63: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q249** Requirement 1: My department collects, analyzes, and draws conclusions from feedback from different customer groups. **Yes**

**Q250** If yes, what groups have you surveyed? (Select all that apply) **Food establishment owners,**  
**Clients of programs**

**Q251** Requirement 2: My department has implemented changes/improvements based on the customer feedback. **Yes**

**Q252** If yes, what is one (1) change that your department has implemented?

modified programs

Page 64: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q253** Requirement 1: My department provides staff development in performance management. **No**

**Q254** If yes, how does your department provide staff development in performance management? (Select all that apply) **Respondent skipped this question**

Page 65: 10 ES - #9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q255** Requirement 1: My department has a written quality improvement (QI) plan that is dated within five years. **No**

**Q256** If yes, does the QI plan address the following? (Select all that apply) **Respondent skipped this question**

**Q257** If no, where is your department in the process? (Select one) **My department has begun planning for a QI plan**

Page 66: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q258** Requirement 1: My department has documentation of implemented quality improvement activities based on the QI plan. **Respondent skipped this question**

**Q259** If yes, did the documented QI activities include the following? (Select all that apply) **Respondent skipped this question**

Page 67: 10 ES - #10 Research for new insights and innovative solutions to health problems

**Q260** Requirement 1: My department has incorporated an evidence based or promising practice in a process, program or intervention. **Yes**

**Q261** If yes, what is/are the source(s) of the evidence-based or promising practice? (Select all that apply) **Published study or article**,  
**Local agencies/departments,**  
**National organizations,**  
**Federal agencies**

**Q262** If yes, please upload or describe one promising practice implemented.

**Promising Practice-FVHD.docx (26.9KB)**

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**Q263** Promising practice description

Selected as model practice by NACCHO

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Page 68: 10 ES - #10 Research for new insights and innovative solutions to health problems

**Q264** Requirement 1: My department has communicated research findings and their public health implications to stakeholders, other health departments, other organizations, and/or the public. **Yes**

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**Q265** If yes, describe the research.

public health systems and services research  
value of accreditation studies

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**Q266** If yes, with whom did your department communicate the research findings? (Select all that apply) **Governing entity, Elected/appointed officials**

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Page 69: 10 Essential Services Certification

**Q267** The Director of Health ensures that the provisions of a basic health program, as per CGS Section 19a-207a, are being provided to the community and that the information included in this report is accurate and true to the best of his/her knowledge. **Yes**

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