

COMMUNITY ASSESSMENT AND PLANNING

Community Assessment and Planning (CA) - The Community Assessment and Planning Standards address the key elements of community health assessment, including developing a community health profile, building community collaboration, developing a community health improvement plan, and evaluating the outcome. The standards require a community assessment every five years; however, communities experiencing rapid change may need a community health assessment as frequently as every three years.

- Standard CA1** - Complete a comprehensive assessment of the community's health status at a minimum of every five years.
- Standard CA2** - Maintain a community health profile.
- Standard CA3** - Build and maintain collaborative relationships that support assessment and planning processes.
- Standard CA4** - Develop a comprehensive community health improvement plan at a minimum of every five years.
- Standard CA5** - Communicate information on the health status and health needs of the community.

STANDARD CA1 - COMPLETE A COMPREHENSIVE ASSESSMENT OF THE COMMUNITY'S HEALTH STATUS AT A MINIMUM OF EVERY FIVE YEARS.

LOCAL CRITERIA

CA1a-L - Conduct regular community health assessments which identify health risks and health service needs, vital statistics and health indicators, and community assets and resources.

- (1) Community is defined as the geographic area that an entity is responsible for or that an entity is serving. Examples: city, county, multi-county area, and state.
- (2) Community health assessment: Process of analyzing the needs and assets of a community to assist in setting priorities. Provides the general public and policy leaders with information on health risk, health status, and health needs in the community and information on policies and programs that can improve community health.

STATE CRITERIA

CA1a-S - Provide technical assistance, consultation, information, capacity building, training and resource referral to local public health agencies regarding the community health needs assessment process and reporting system.

- (1) Community is defined as the geographic area that an entity is responsible for or that an entity is serving. Examples: city, county, multi-county area, and state.
- (2) Community health assessment: Process of analyzing the needs and assets of a community to assist in setting priorities. Provides the general public and policy leaders with information on health risk, health status, and health needs in the community and information on policies and programs that can improve community health.

CA1b-S - Conduct regular state-level community health assessments which include health risks and health services needs, vital statistics and health indicators, community assets and resources, and results of the local community health assessment process.

STANDARD CA2 - MAINTAIN A COMMUNITY HEALTH PROFILE.

LOCAL CRITERIA

CA2a-L - Establish methods to update the community health profile annually.

Community health profile: A common set of population-based core public health indicators that describe the health status of the community.

CA2b-L - Adopt methods for collecting and analyzing trend data for the community health profile.

CA2c-L - Compare local data to data from other localities and state and national indicators.

STATE CRITERIA

CA2a-S - Establish and support an advisory user group comprised of state and local representatives to guide development and maintenance of a community health profile.

1) Community health profile: A common set of population-based core public health indicators that describe the health status of the community.

2) Recommended user group responsibilities:

- Identify data to be included in the public health data warehouse. Refer to Communication and Information Technology Standard IT5.
- Identify a common set of population-based core public health indicators (a group of measures that contribute to a description of a broader health category, e.g., Kids Count to measure child health status).
- Guide functionality and capabilities for reports and data retrieval.

CA2b-S - Establish methods to update health profiles annually.

CA2c-S - Adopt methods for collecting and analyzing trend data for the state-level health profile.

CA2d-S - Compare state data to local data and other states and national indicators.

STANDARD CA3 - BUILD AND MAINTAIN COLLABORATIVE RELATIONSHIPS THAT SUPPORT ASSESSMENT AND PLANNING PROCESSES.

LOCAL CRITERIA

CA3a-L - Invite at least the minimum recommended stakeholders to participate in the community assessment and planning process.

Minimum recommended stakeholders:

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| <ul style="list-style-type: none"> •Local board of health •Local health care providers (e.g., hospitals, clinics, practitioners) •Other public health system agencies (e.g., substance abuse, problem gambling, and mental health providers) •Community-based organizations •Members of the general public •Emergency management •Fire department | <ul style="list-style-type: none"> •Educational system •Law enforcement •Business/Industry representatives •Human service agencies •Elected official representation •Media •EMS •Judicial system |
|--|--|

CA3b-L - Use multiple strategies to facilitate communication and collaboration.

Examples of strategies: letters, community meetings, coalition development, and automated e-mail delivery systems.

CA3c-L - Maintain engagement of stakeholders in community health assessment and planning activities to aid in identifying community issues and themes.

STATE CRITERIA

CA3a-S - Invite at least the minimum recommended stakeholders to participate in the community assessment and planning process.

Minimum recommended stakeholders:

- | | | |
|---|--|---|
| <ul style="list-style-type: none"> •State board of health •Other public health system agencies •Educational system •State government •Emergency management •Judicial system | <ul style="list-style-type: none"> •Local public health representatives •Community-based organizations •Law enforcement •Members of the general public •EMS •Business/Industry representatives | <ul style="list-style-type: none"> •Health care providers •Human service agencies •Elected official representation •Media •Fire department •Professional health organizations |
|---|--|---|

STATE CRITERIA

CA3b-S - Use multiple strategies to facilitate communication and collaboration.

Examples of strategies: letters, community meetings, coalition development, and automated e-mail delivery systems.

CA3c-S - Maintain engagement of stakeholders in community health assessment and planning activities to aid in identifying community issues and themes.

STANDARD CA4 - DEVELOP A COMPREHENSIVE COMMUNITY HEALTH IMPROVEMENT PLAN AT A MINIMUM OF EVERY FIVE YEARS.

LOCAL CRITERIA

CA4a-L - Develop a health improvement plan to address identified community health priorities based on the results of the community health assessment.

Health improvement plan: A comprehensive plan that addresses community health priorities based on the results of the community health assessment process. The plan contains timelines, responsible parties, and a method for evaluation.

CA4b-L - Partner with community groups and organizations on defined health improvement projects.

CA4c-L - Align community health improvement plan with state and national priorities.

Example: Reference Healthy Iowans 2010. Unique local issues may not have a state/local standard or benchmark to align with.

CA4d-L - Evaluate and update the community health improvement plan annually.

STATE CRITERIA

CA4a-S - Develop a community health improvement plan reporting process that is designed according to user group recommendations.

- (1) Health improvement plan: A comprehensive plan that addresses community health priorities based on the results of the community health assessment process. The plan contains timelines, responsible parties, and a method for evaluation.
- (2) Community health improvement plan reporting process: Collection and dissemination of community health improvement plans (local and state).
- (3) User group should be comprised of both local and state representatives.

STATE CRITERIA

- CA4b-S** - Develop a state health improvement plan to address identified community health priorities based on the results of the state-level community health assessment.
- CA4c-S** - Align the state-level community health improvement plan with local and national priorities.
- CA4d-S** - Evaluate and update the state-level community health improvement plan annually.

STANDARD CA5 - COMMUNICATE INFORMATION ON THE HEALTH STATUS AND HEALTH NEEDS OF THE COMMUNITY.

LOCAL CRITERIA

- CA5a-L** - Disseminate results of the community health assessment process to stakeholders.
- CA5b-L** - Educate and engage community partners and stakeholders on use of the community health assessment findings and health improvement plan.
- CA5c-L** - Evaluate effectiveness of communication strategies.

Examples of effectiveness could include: increased levels of engagement, increased levels of awareness, and use of the results of the community health needs assessment process in organizational strategic planning.

STATE CRITERIA

- CA5a-S** - Disseminate results of the state-level community health assessment process to stakeholders.
- CA5b-S** - Educate and engage community partners and stakeholders on use of the state-level community health assessment findings and health improvement plan.
- CA5c-S** - Evaluate effectiveness of the communication strategies.

Examples of effectiveness could include: increased levels of engagement, increased levels of awareness, and use of the results of the community health needs assessment process in organizational strategic planning.