Steps to Public Health Accreditation:

PHAB lists seven steps to public health accreditation:

1. Pre-application: Tribal health departments will complete the online orientation, and will inform PHAB of their intent to apply. Tribes should assess their readiness to pursue accreditation prior to this stage. PHAB has a readiness checklist Tribes can use to determine if they are ready. Tribes can also use the “Self-Assessment Workbook for Tribal Health Departments”, located on NIHB’s accreditation tools page. Prior to this stage, Tribes should have completed their Community Health Assessment (CHA), Community Health Improvement Plan (CHIP), and Strategic Plan. Significant progress should be made on the other documents/processes. You can view Tribal examples of the required documentation HERE. To learn more about how Tribal Accreditation Support Initiative (Tribal ASI) grantees are working towards these documents, view our Stories from the Field.

2. Application: Tribal health departments submit an application and fee, and complete an applicant training.

3. Document Selection and Submission: Applicants select documentation using the Standards and Measures, and uploads it to the PHAB website. Tribes can use the “Document Tracking Tool” on NIHB’s accreditation tools page. For measures that are met through a relationship with a partner, the “Worksheet for Assessing the Need for Agreements for Public Health Services” can help Tribes determine the acceptable PHAB documentation, and can also be found on NIHB’s accreditation tools page. Tribes may also want to review the “Supplemental Process and Documentation Guidance for Tribal Public Health Department Accreditation”, the most recent version of which can be found on PHAB’s Accreditation Materials webpage. This guidance can assist Tribes in understanding how the PHAB Standards and Measures apply to their health department.

4. Site Visit: PHAB trained site visitor conduct a visit to verify the accuracy of the documentation submitted, as well as clarify questions and provide the opportunity for discussion. Following the visit, a site visit report is developed. To learn more about preparing for a site visit, you can watch NIHB’s Tribal Accreditation Learning Community webinar Preparing for a Site Visit, or view the PDF of the presentation.

5. Accreditation Decision: Using the site visit report, the Accreditation Committee will determine if the Tribal Health Department will be accredited.

6. Reports: Annual reports are required of accredited health departments to ensure that they continue to meet the Standards and Measures.

7. Reaccreditation: Departments will submit a new application for reaccreditation every five years.