



13 Recommendations for PHICCS II

The Public Health in Indian Country Capacity Scan (PHICCS) is a national scan, to be conducted every three years by the National Indian Health Board (NIHB). These recommendations are built from reflection, external process evaluation, and feedback from our Member Organizations and Tribal partners. The goal is to continuously improve upon how we assess capacity to ultimately strengthen Tribal public health infrastructure.

PHASE 1 - PLANNING AND INSTRUMENT DEVELOPMENT

- 1.** Organize a PHICCS planning and implementation structure that ensures broad and consistent collaboration and buy-in from Tribal Nations and regional Tribal organizations throughout the entire PHICCS process, from instrument development to participant recruitment, report vetting and distribution.
- 2.** As an ongoing activity, maintain an accurate contact database of Tribal leaders and Tribal Health Directors (or equivalents). NIHB should examine their software and process for maintaining the contact database for increased efficiencies. Diligence in continuous updating to Tribal leader and Tribal health official contact lists is warranted.
- 3.** Ensure robust participation from intended scan participants, namely those in Health Director or equivalent positions. Consider innovative strategies to engage with intended participants early in the planning process such as targeted communications, listening sessions and perhaps pre-registration for participating in the scan.
- 4.** As PHICCS was completed in 2019, the data reflects Tribal public health systems prior to the COVID-19 pandemic. Review the instrument for current relevance and consider changes that incorporate questions related to aspects of capacity underscored by the pandemic.
- 5.** Review the PHICCS instrument and use standard methods such as a prioritization matrix to prioritize topics and/or make decisions on the inclusion or exclusion of relevant questions.
- 6.** Reduce the burden on respondents and encourage participation by shortening future surveys, whether by collecting data from other sources or removing sections that are not informative; alternatively, consider fielding a series of shorter, iterative surveys.
- 7.** Do not make changes that would lengthen the scan. If possible, make attempts to shorten the scan.



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PHASE 2 - DATA COLLECTION

8. Building on the success and lessons learned from the prior scan's outreach efforts, establish a schedule and robust plan for a wide variety of technical assistance and communications to include webinars, events, follow up emails and phone calls.
9. Clearly state the purpose of the survey and how the resulting data will be used in outreach materials, emphasizing the benefit of the survey findings for Tribes and Tribal public health broadly. Maximize motivation for completing the scan.

PHASE 3 - DATA ANALYSIS AND REPORT PRODUCTION

10. Prior to the closing of the scan, develop a clear process and timeline for reviewing the data analysis/report writing to include who will serve as reviewers and their specific roles. Consider a review/approval strategy that enables portions or components of the report to be completed in stages or phases.
11. Restrict the data analysis to one or a small group of technical experts whose primary focus is the PHICCS data analysis.
12. Consider additional ways of stratifying the data, such as regionally and by health department size.

PHASE 3 - DATA ANALYSIS AND REPORT PRODUCTION

13. Collect feedback from stakeholders on issues identified in PHICCS in a measured way to inform education and outreach efforts to decision-makers.

Questions?

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Visit the [PHICCS website](#) for more information

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