



Beta Test Site Visit VOLUNTEER SITE VISITORS TENTATIVE SELECTION CRITERIA

Site Visit Team Selection

1. Site visitor teams will be selected by PHAB staff. Teams will be multi-disciplinary and members will have extensive experience and knowledge of the delivery of public health services by state, local or tribal health departments.
2. PHAB will use a peer review model, meaning (to the extent possible) PHAB staff will select team members with the experience and professional backgrounds appropriate for the department undergoing review.
 - a. There will be an attempt to select team members from the same geographic region if possible, while avoiding team member selections from within the same state.
 - b. The site visit team may include a tribal representative when there are tribal lands within a local or state jurisdiction. Tribal site visits will include visitors from other tribes and from states in which tribes are located.
 - c. The site visit team may include an environmental public health representative when the review of public health services indicates the need of such expertise.
3. The composition of the typical site visit team will include:
 - a. A member with management expertise at the program or higher level. This team member will have at least five years of public health experience and a BA or higher degree. It is desired that this individual have practical experience with accreditation, if possible.
 - b. A member of the team with a public health background.
 - c. A public health department governing entity or board member (if applicable to the department under review).
4. It is likely that there will be at least one local health department member on state health department site visits, and at least one state health department member on local health department site visits.

Conflict of Interest

PHAB staff will explore potential conflicts of interest in the site visit team selection process. All site visit team candidates will be required to disclose any potential/perceived conflicts of interest to PHAB staff during the site visit team selection process. Potential conflicts of interest include, but are not limited to:

- Current or previous employment with the department under review,
- Current or previous contract or financial relationships with the department under review,
- Personal ties/friendship with applicant staff or accreditation leadership, and
- Possession of insider information.

The accreditation applicant health department will have an opportunity to challenge any appointed site visit team member for cause.

Once selected as a site visitor, no team member may serve as a consultant to any department they review for a period of twelve months following the conclusion of the site visit. This is to prevent someone becoming a site visitor for the purpose of seeking future business clients.