

The **Public Health Accreditation Board** (PHAB) was created to serve as the national public health accrediting body, and is jointly funded by the Centers for Disease Control and Prevention and the Robert Wood Johnson Foundation. The development of national public health accreditation has involved, and is supported by, public health leaders and practitioners from the national, Tribal, state, and local levels. Learn more about PHAB or sign up for the PHAB e-newsletter by visiting www.phaboard.org.

About PHAB Education Services

PHAB will provide training on the accreditation process that is thorough and appropriate for all applicants. All education provided will be the same for all participants.

PHAB may also develop specific training sessions on components of the bundles of training described here. For example, PHAB may provide training specifically on the selection, preparation, and uploading of documentation; or PHAB may develop a specific training session on the role and functions of the Accreditation Coordinator and how they should organize and manage their Accreditation Team. These educational offerings will be publicized through the PHAB website and e-newsletter.

PHAB will continue to provide speakers and exhibits for conferences, as requested.

For more information, contact:

David Stone, MS
Public Health Accreditation Board
1600 Duke Street, Suite 440
Alexandria, VA 22314
Phone: 703-778-4549 ext. 105
E-mail: dstone@phaboard.org



*Advancing
public health
performance*

Online Orientation (Available Fall 2011 for All Audiences)

- General Overview of Public Health Department Accreditation
- Pre-application Information
 - Statement of Intent (SOI)
- Application Process
 - General Application Procedures and Fee Schedule
 - PHAB Resources and Tools
- Pre-requisite Information
- Accreditation Coordinator Roles and Responsibilities
- Introduction to the PHAB Standards and Measures Version 1.0
- Relationship between Accreditation and Quality Improvement

Applicant In-Person Training (Available Late 2011 and Ongoing)

- PHAB's Online Accreditation System (e-PHAB)
- Documentation Selection and Submission
- How to Select Appropriate Documentation
- Guidance on Types of Documentation (timeframes, documentation developed by others, program selection, etc.)
 - How to Upload Documentation
 - How to Organize the Process for the Applicant
- Accreditation Coordinator
 - Accreditation Team
 - Role of the Director and Board/Governance
- Site Visit Process
 - How to Prepare for the Official Site Visit
 - What to Expect During the Official Site Visit
 - Who to Include in the Official Site Visit
 - How to Handle Contingencies Related to the Official Site Visit
- Site Visit Report and Accreditation Decisions
 - What Happens After the Official Site Visit Has Been Completed
- Information on the Accreditation Decision Process
 - Annual Reporting to PHAB
 - Appeals of the Accreditation Decision
- Reaccreditation Process

Site Visitor In-Person Training (Available Early 2012 and Ongoing)

- Site Visitor Roles and Responsibilities
- Site Visit Team and Team Chair
 - Roles and Responsibilities
- PHAB's Online Information System
- Documentation Access and Review
- Scoring the Review
- Site Visit Process
- How to Prepare for the Official Site Visit
- What to Expect During the Official Site Visit
- Site Visit Report and Accreditation Decisions
- How to Write and Submit the Site Visit Report
- What Happens after the Official Site Visit is Completed

PHAB will not provide customized training for individual applicants or training to individual health departments on preparing for accreditation (such as how to develop and complete the pre-requisites; how to conduct any early "self-assessment" to prepare for accreditation; how to develop a QI plan, etc.).