

# e-PHAB Statement of Intent Information 2011-2012

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 department 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](http://www.phaboard.org).

## Purpose of the PHAB SOI

The purpose of the SOI is to inform PHAB of the health department's intention to submit an application within 12 months. The SOI is nonbinding and does not commit a health department to submit an application. The SOI identifies the health department as a potential applicant for public health department accreditation prior to receipt of the application and prompts PHAB to send information and updates.

## Features of the e-PHAB SOI

The SOI is a form integrated into PHAB's online information system, e-PHAB. Either the health department director or Accreditation Coordinator may register with e-PHAB and enter the health department information in the SOI; e-PHAB can be accessed by clicking the e-PHAB button on the PHAB homepage ([www.phaboard.org](http://www.phaboard.org)). Technical terms will have pop-up definitions for clarity. The person completing the SOI may review and print the information before submission. A date of SOI submission and date of SOI acceptance will be logged automatically with a time stamp. The health department director and Accreditation Coordinator will receive an email confirmation of receipt from PHAB.



## Required Activities Prior to Completing the e-PHAB Statement of Intent (SOI)

The SOI may be submitted at any time after the health department director and the staff person who is designated as the health department's Accreditation Coordinator completes the PHAB online orientation. The SOI is valid for a period of no longer than 12 months from the time it is accepted by PHAB. If a health department does not apply for accreditation during that 12-month period, the SOI becomes invalid.

## The Following Information Is Asked in the e-PHAB SOI Form

- Online Orientation confirmation pins (provided upon completion of the online orientation) for the health department director and the Accreditation Coordinator
- Official Name of the Health Department
- Health Department Mailing Address and Website
- Contact Information for the Health Department Director and Accreditation Coordinator
- Health Department Type and Structure (*select one of the following*):
  - **Tribal Health Department**
    - Single Tribe
    - Tribal Association/Consortium
  - **State Health Department**
    - Decentralized
    - Centralized:
      - The State Health Department Only
      - The State Health Department and All of the Local, District, or Regional Health Departments in the State
      - The State Health Department and a Selection of the Local, District, or Regional Health Departments in the State
    - Mixed:
      - The State Health Department Only
      - The State Health Department and a Selection of the Local, District, or Regional Health Departments in the State
  - **Local Health Department**
    - Jurisdiction of the Local Health Department:
      - City
      - County
      - City-County
      - Town/Township
      - District
      - Regional
      - Multi-jurisdictional
      - Other
    - Relationship of the Local Health Department to the State Health Department:
      - Decentralized
      - Centralized
      - Shared
  - **Territorial Health Department**
- Population Served by the Health Department
- Estimated Timeline for Application Submission (*Oct-Dec, 2011; Jan-Mar, 2012; Apr-Jun, 2012; Jul-Sep, 2012; Oct-Dec, 2012*)
- Authorization (checkbox) from the Health Department Director(s)