

Multijurisdictional (MJD) Accreditation Process Tip Sheet

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It is highly recommended that health departments that are considering applying for accreditation under a multijurisdictional application consult with PHAB staff before they submit their statement of intent to review the requirements, process, and how they operate as a multijurisdictional entity.

Definition

Two or more health departments that meet the definition of a Tribal or local health department may apply jointly for PHAB accreditation if some essential services are provided by formally sharing resources and the sharing of resources can be clearly demonstrated.

Partnering health departments in a MJD application will apply together, as a single entity.

- The relationship must be that of the health departments working together to deliver services and/or perform functions over the combined jurisdiction. These health departments could not fulfill their public health role in assuring the ten essential public health services without their inter-dependent relationship.
- Health departments in MJD applications must have a strong track record of working together.
- The business and working relationship of MJD applicants must be well established and well defined.

Accreditation Status

Each health department in a MJD application will receive accreditation status or none of the health departments will.

Fee

The fee for an MJD application is based on the total population of the jurisdictions served by the health departments included in the application. The PHAB fee schedule for the year in which the application is submitted applies (see PHAB's Fee Schedule, www.phaboard.org.)



Application Stipulations

Health departments must demonstrate a high degree of interdependence in order to be considered a legitimate multijurisdictional application.

- The degree of interdependence will be measured by the health departments' demonstration of joint work in at least half of the domains, with documentation of that joint work demonstrated in the majority of the measures within those domains.
- The partnering health departments must submit a memorandum of understanding (MOU) or similar documentation describing in detail the multi-department relationship.

PHAB policy is for a preference for geographically contiguous jurisdictions to be included in a MJD application, unless a solid explanation for a working relationship that is not geographically contiguous can be made.

PHAB reserves the right to limit the number of health departments included in a MJD application if the number exceeds that which PHAB can reasonably include in a single review process.

Accreditation Process

The partnering health departments must select one lead health department to apply on behalf of all the partners and one lead Accreditation Coordinator from the lead health department.

- The health department director of the lead health department and the lead Accreditation Coordinator must complete the PHAB Online Orientation prior to the submission of the Statement of Intent.
- The lead Accreditation Coordinator will attend the PHAB in-person Accreditation Coordinator training. The partners, as a group, may send one other staff person to the training, at the partnering health department's expense.
- It is recommended that each health department designate an Accreditation Coordinator to provide internal coordination and ensure multijurisdictional partner collaboration.
- The lead health department will enter all information into e-PHAB on behalf of the other health departments in the application. The lead Accreditation Coordinator may add staff from other health departments in e-PHAB so they can help upload documents. PHAB has developed processes and protocols for the uploading and naming of documentation that is shared, as well as documentation that is not shared but is specific to a health department.

Review Process

The accreditation review process for a MJD application will proceed according to the same review process as for any other Tribal/local health department.

- Site Visitors will assess conformity with each measure for each health department.
- Site Visitors will also assess the degree of interdependence of the health departments in the application.
- Once a measure with shared documentation is assessed, it is assessed for all health departments in the application that share that documentation. However, each health department must demonstrate how the documentation is applied and operationalized in their health department.
- All health departments in the application will receive a site visit.
 - The size of the Site Visit Team will vary according to the number and geography of the health departments.
 - PHAB will determine the number of site visit days required and Site Visit agendas may be adjusted.
- One Site Visit Report for all health departments in the application will be submitted to, and considered by, the Accreditation Committee.

