

**Grant County Health Department
528 E. Main St., Ste. E
John Day, OR. 97845**

**Phone: (541) 575-0429
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April 29, 2011

Tom Engle
Department of Human Services
800 NE Oregon St., Ste. 930
Portland, OR. 97232

Mr. Engle,

Attached please find Grant County's Annual Plan for 2011-2012 which is being submitted pursuant to ORS 431.385. This plan has been prepared according to your instructions and assures that the activities defined in ORS 431.375 – 431.385 and ORS 431.416 are performed. If you have any questions or need additional information, please call me at (541) 575-0429.

Thank you,

John Combs

John Combs, Administrator
Grant County Health Department

I. Executive Summary

Grant County is a rural frontier community in eastern Oregon that was established in 1864. While Grant County is an excellent place to live and raise a family, it also presents many challenges which are largely related to the struggling local economy. Grant County Health Department (GCHD) continues its attempt to provide the core public health functions and to promote and protect health in Grant County with limited staff and funding.

Grant County Health Department provides a wide range of public health services which includes primary care, epidemiology and control of preventable diseases and disorders, maternal and child health services, family planning, collection and reporting of health statistics, health information and referral services, emergency preparedness, health education and promotion, immunizations, babies first, cacoon, tobacco prevention, vital statistics registration, environmental health services which includes the drinking water program, WIC nutrition supplement and education program, and the Grant County Healthy Smiles Dental Clinic which is housed within the GCHD.

We continue to have 2 Family Nurse Practitioner's contracted through the health department who provide primary care and family planning services. One of our providers is in the clinic 4 days/week, while the other comes in 2 days/month for a total of 144 hours/month, which allows us to maintain or Rural Health Clinic status.

Grant County Health Department's budget of \$833,963 for FY 2011/2012 now employs 4 full time staff along with 5 part-time staff for a total of 6.175 FTE. GCHD also has 3 contracted personnel which include 2 FNP's and a Health Officer, all of whom are part time. Our programs are funded through state and federal grants along with fees for service, the total grant amounts for FY2011 equals \$181,982. We receive no general funds from the county.

Grant County Health Department continues to grow despite the constant struggles with staffing and funding concerns. We will continue to provide our existing services in the best manner possible as we explore ways to improve revenue and research new programs to improve our service to the community. The 2011 County Health rankings for Grant County indicated the following:

Health Outcomes:	6 th in Oregon - up 1 from 2010
Health Factors:	19 th in Oregon - down 1 from 2010
Health Behaviors:	17 th in Oregon - down 2 from 2010
Clinical Care:	21 st in Oregon - down 4 from 2010
Social & Economic:	18 th in Oregon - no change from 2010
Physical Environment:	14 th in Oregon - up 13 from 2010
Mortality:	22 nd in Oregon - down 3 from 2010
Morbidity:	1 st in Oregon - no change from 2010

II. Assessment

There have been no significant changes in Grant County since the submission of our Comprehensive Plan for 2009-2012.

III. Action Plan

a. Epidemiology and Control of Preventable Diseases and Disorders

No significant changes or adjustments needed for communicable disease or Tuberculosis programs.

The Tobacco Program plan has been completed and submitted to the Tobacco Program for review and approval.

b. Parent and Child Health Services

Maternal and Child Health Programs

No significant changes to this program.

WIC

The WIC Program plan has been completed and submitted to the WIC Program for review and approval.

Immunization

This plan is in the process of being completed and will be submitted directly to Susan Weiner at the state Immunization Program.

Family Planning

This plan is still in the process of being completed, I will be working with Carol Elliot from the state Family Planning Program to finish this plan and will then submit it directly to her

c. Environmental Health

No significant changes in the program. No plans at this time to address any additional environmental public health issues.

d. Health Statistics

No substantial changes.

e. Information and Referral

No change.

f. Public Health Emergency Preparedness

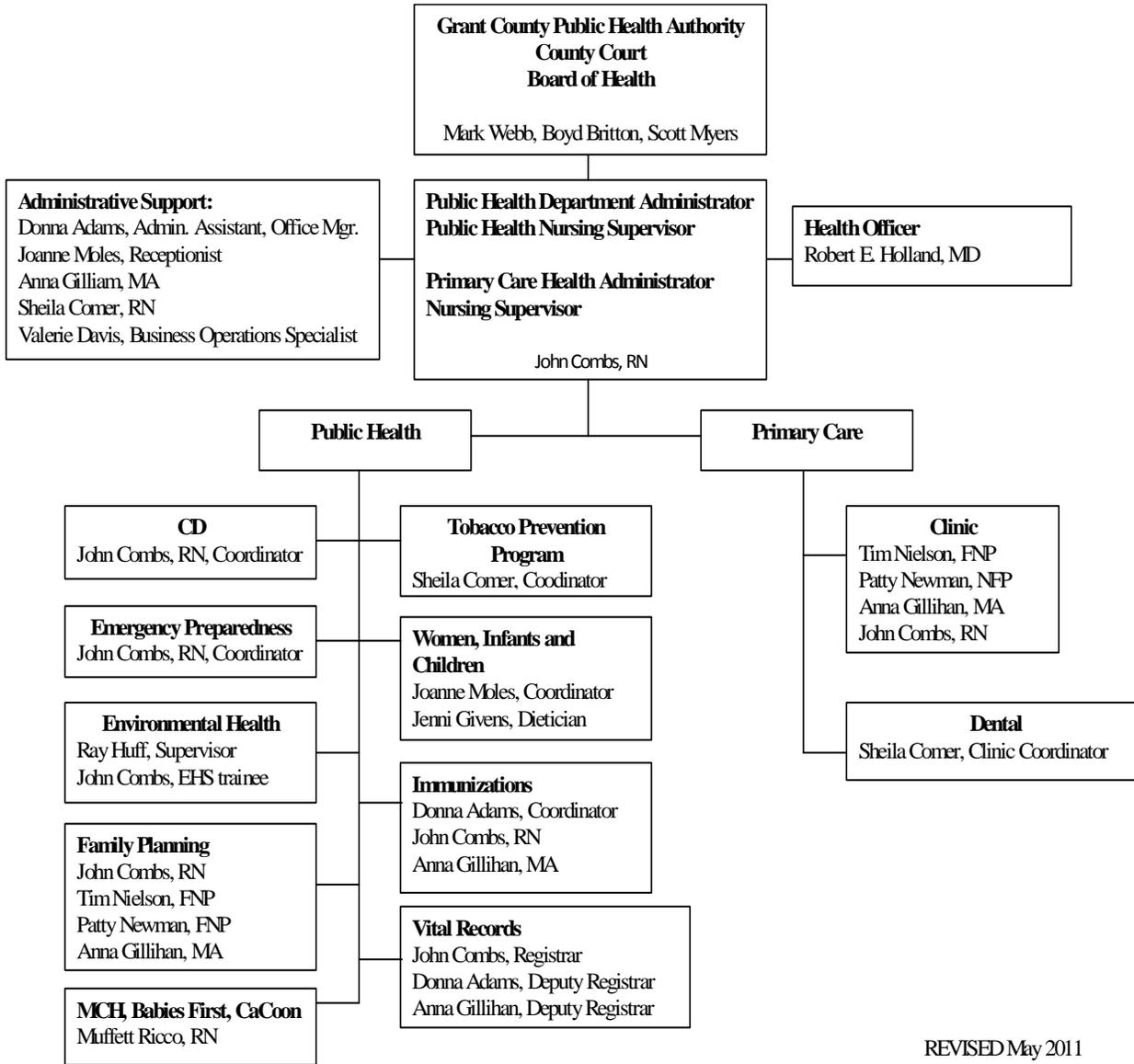
No significant changes to current plan at this time.

g. Other Issues

No other issues at this time.

IV. Additional Requirements

a. Grant County Health Department Organizational Chart:



REVISED May 2011

b. Board of Health

The Grant County Board of Health consists of the Grant County Court:

- Mark Webb, County Judge
- Boyd Britton, County Commissioner
- Scott Myers, County Commissioner

The Grant County Health Department Administrator reports directly to the County Court on a regular basis.

c. Public Health Advisory Board

At this time there is not a PHAB in place.

d. Senate Bill 555

The LPHA is the governing body for the local commission on children and families.

V. Unmet Needs

Some of the unmet needs as determined by this assessment remain consistent with those identified in last years annual plan and include the following:

- Our ability to maintain staffing and provide a high level of service continues to be a constant struggle with a steady decline in state funding for our programs. We have become very creative in operating the department as efficiently as possible, but I am very concerned about staff workloads and the associated stressors that coincide with that.
- Alcohol and drug use among both the youth and adult population within the community.
- The poor state of the local economy and the high unemployment rate in the county create a multitude of risk factors that are very concerning.
- Tobacco use remains a very significant problem for the overall health of the population as well as the impact it has on the cost of healthcare.

VI. Budget

For budget information contact:

Kathy Smith
Grant County Treasurer
201 S. Humbolt
Canyon City, OR. 97820
(541) 575-1798

VII. Minimum Standards

To the best of your knowledge, are you in compliance with these program indicators from the Minimum Standards for Local Health Departments?

Organization

1. Yes No A Local Health Authority exists which has accepted the legal responsibilities for public health as defined by Oregon Law.
2. Yes No The Local Health Authority meets at least annually to address public health concerns.
3. Yes No A current organizational chart exists that defines the authority, structure and function of the local health department; and is reviewed at least annually.
4. Yes No Current local health department policies and procedures exist which are reviewed at least annually.
5. Yes No Ongoing community assessment is performed to analyze and evaluate community data.
6. Yes No Written plans are developed with problem statements, objectives, activities, projected services, and evaluation criteria.
7. Yes No Local health officials develop and manage an annual operating budget.
8. Yes No Generally accepted public accounting practices are used for managing funds.
9. Yes No All revenues generated from public health services are allocated to public health programs.
10. Yes No Written personnel policies and procedures are in compliance with federal and state laws and regulations.
11. Yes No Personnel policies and procedures are available for all employees.
12. Yes No All positions have written job descriptions, including minimum qualifications.
13. Yes No Written performance evaluations are done annually.

14. Yes No Evidence of staff development activities exists.
15. Yes No Personnel records for all terminated employees are retained consistently with State Archives rules.
16. Yes No Records include minimum information required by each program.
17. Yes No A records manual of all forms used is reviewed annually.
18. Yes No There is a written policy for maintaining confidentiality of all client records which includes guidelines for release of client information.
19. Yes No Filing and retrieval of health records follow written procedures.
20. Yes No Retention and destruction of records follow written procedures and are consistent with State Archives rules.
21. Yes No Local health department telephone numbers and facilities' addresses are publicized.
22. Yes No Health information and referral services are available during regular business hours.
23. Yes No Written resource information about local health and human services is available, which includes eligibility, enrollment procedures, scope and hours of service. Information is updated as needed.
24. Yes No 100% of birth and death certificates submitted by local health departments are reviewed by the local Registrar for accuracy and completeness per Vital Records office procedures.
25. Yes No To preserve the confidentiality and security of non-public abstracts, all vital records and all accompanying documents are maintained.
26. Yes No Certified copies of registered birth and death certificates are issued within one working day of request.
27. Yes No Vital statistics data, as reported by the Center for Health Statistics, are reviewed annually by local health departments to review accuracy and support ongoing community assessment activities.
28. Yes No A system to obtain reports of deaths of public health significance is in place.

29. Yes No Deaths of public health significance are reported to the local health department by the medical examiner and are investigated by the health department.
30. Yes No Health department administration and county medical examiner review collaborative efforts at least annually.
31. Yes No Staff is knowledgeable of and has participated in the development of the county's emergency plan.
32. Yes No Written policies and procedures exist to guide staff in responding to an emergency.
33. Yes No Staff participate periodically in emergency preparedness exercises and upgrade response plans accordingly.
34. Yes No Written policies and procedures exist to guide staff and volunteers in maintaining appropriate confidentiality standards.
35. Yes No Confidentiality training is included in new employee orientation. Staff includes: employees, both permanent and temporary, volunteers, translators, and any other party in contact with clients, services or information. Staff sign confidentiality statements when hired and at least annually thereafter.
36. Yes No A Client Grievance Procedure is in place with resultant staff training and input to assure that there is a mechanism to address client and staff concerns.

Control of Communicable Diseases

37. Yes No There is a mechanism for reporting communicable disease cases to the health department.
38. Yes No Investigations of reportable conditions and communicable disease cases are conducted, control measures are carried out, investigation report forms are completed and submitted in the manner and time frame specified for the particular disease in the Oregon Communicable Disease Guidelines.
39. Yes No Feedback regarding the outcome of the investigation is provided to the reporting health care provider for each reportable condition or communicable disease case received.
40. Yes No Access to prevention, diagnosis, and treatment services for reportable communicable diseases is assured when relevant to protecting the health of the public.

41. Yes No There is an ongoing/demonstrated effort by the local health department to maintain and/or increase timely reporting of reportable communicable diseases and conditions.
42. Yes No There is a mechanism for reporting and following up on zoonotic diseases to the local health department.
43. Yes No A system exists for the surveillance and analysis of the incidence and prevalence of communicable diseases.
44. Yes No Annual reviews and analysis are conducted of five year averages of incidence rates reported in the Communicable Disease Statistical Summary, and evaluation of data are used for future program planning.
45. Yes No Immunizations for human target populations are available within the local health department jurisdiction.
46. Yes No Rabies immunizations for animal target populations are available within the local health department jurisdiction.

Environmental Health

47. Yes No Food service facilities are licensed and inspected as required by Chapter 333 Division 12.
48. Yes No Training is available for food service managers and personnel in the proper methods of storing, preparing, and serving food.
49. Yes No Training in first aid for choking is available for food service workers.
50. Yes No Public education regarding food borne illness and the importance of reporting suspected food borne illness is provided.
51. Yes No Each drinking water system conducts water quality monitoring and maintains testing frequencies based on the size and classification of system.
52. Yes No Each drinking water system is monitored for compliance with applicable standards based on system size, type, and epidemiological risk.
53. Yes No Compliance assistance is provided to public water systems that violate requirements.

54. Yes No All drinking water systems that violate maximum contaminant levels are investigated and appropriate actions taken.
55. Yes No A written plan exists for responding to emergencies involving public water systems.
56. Yes No Information for developing a safe water supply is available to people using on-site individual wells and springs.
57. Yes No N/A A program exists to monitor, issue permits, and inspect on-site sewage disposal systems.
58. Yes No Tourist facilities are licensed and inspected for health and safety risks as required by Chapter 333 Division 12.
59. Yes No School and public facilities food service operations are inspected for health and safety risks.
60. Yes No Public spas and swimming pools are constructed, licensed, and inspected for health and safety risks as required by Chapter 333 Division 12.
61. Yes No N/A A program exists to assure protection of health and the environment for storing, collecting, transporting, and disposing solid waste.
62. Yes No Indoor clean air complaints in licensed facilities are investigated.
63. Yes No Environmental contamination potentially impacting public health or the environment is investigated.
64. Yes No The health and safety of the public is being protected through hazardous incidence investigation and response.
65. Yes No Emergency environmental health and sanitation are provided to include safe drinking water, sewage disposal, food preparation, solid waste disposal, sanitation at shelters, and vector control.
66. Yes No All license fees collected by the Local Public Health Authority under ORS 624, 446, and 448 are set and used by the LPHA as required by ORS 624, 446, and 448.

Health Education and Health Promotion

67. Yes No Culturally and linguistically appropriate health education components with appropriate materials and methods will be integrated within programs.
68. Yes No The health department provides and/or refers to community resources for health education/health promotion.
69. Yes No The health department provides leadership in developing community partnerships to provide health education and health promotion resources for the community.
70. Yes No Local health department supports healthy behaviors among employees.
71. Yes No Local health department supports continued education and training of staff to provide effective health education.
72. Yes No All health department facilities are smoke free.

Nutrition

73. Yes No Local health department reviews population data to promote appropriate nutritional services.
74. The following health department programs include an assessment of nutritional status:
- Yes No WIC
 - Yes No Family Planning
 - Yes No Parent and Child Health
 - Yes No Older Adult Health
 - Yes No N/A Corrections Health
75. Yes No Clients identified at nutritional risk are provided with or referred for appropriate interventions.
76. Yes No Culturally and linguistically appropriate nutritional education and promotion materials and methods are integrated within programs.
77. Yes No Local health department supports continuing education and training of staff to provide effective nutritional education.

Older Adult Health

78. Yes No Health department provides or refers to services that promote detecting chronic diseases and preventing their complications.
79. Yes No A mechanism exists for intervening where there is reported elder abuse or neglect.
80. Yes No Health department maintains a current list of resources and refers for medical care, mental health, transportation, nutritional services, financial services, rehabilitation services, social services, and substance abuse services.
81. Yes No Prevention-oriented services exist for self health care, stress management, nutrition, exercise, medication use, maintaining activities of daily living, injury prevention and safety education.

Parent and Child Health

82. Yes No Perinatal care is provided directly or by referral.
83. Yes No Immunizations are provided for infants, children, adolescents and adults either directly or by referral.
84. Yes No Comprehensive family planning services are provided directly or by referral.
85. Yes No Services for the early detection and follow up of abnormal growth, development and other health problems of infants and children are provided directly or by referral.
86. Yes No Child abuse prevention and treatment services are provided directly or by referral.
87. Yes No There is a system or mechanism in place to assure participation in multi-disciplinary teams addressing abuse and domestic violence.
88. Yes No There is a system in place for identifying and following up on high risk infants.
89. Yes No There is a system in place to follow up on all reported SIDS deaths.

90. Yes No Preventive oral health services are provided directly or by referral.
91. Yes No Use of fluoride is promoted, either through water fluoridation or use of fluoride mouth rinse or tablets.
92. Yes No Injury prevention services are provided within the community.

Primary Health Care

93. Yes No The local health department identifies barriers to primary health care services.
94. Yes No The local health department participates and provides leadership in community efforts to secure or establish and maintain adequate primary health care.
95. Yes No The local health department advocates for individuals who are prevented from receiving timely and adequate primary health care.
96. Yes No Primary health care services are provided directly or by referral.
97. Yes No The local health department promotes primary health care that is culturally and linguistically appropriate for community members.
98. Yes No The local health department advocates for data collection and analysis for development of population based prevention strategies.

Cultural Competency

99. Yes No The local health department develops and maintains a current demographic and cultural profile of the community to identify needs and interventions.
100. Yes No The local health department develops, implements and promotes a written plan that outlines clear goals, policies and operational plans for provision of culturally and linguistically appropriate services.
101. Yes No The local health department assures that advisory groups reflect the population to be served.
102. Yes No The local health department assures that program activities reflect operation plans for provision of culturally and linguistically appropriate services.

Health Department Personnel Qualifications

Local health department Health Administrator minimum qualifications:

The Administrator must have a Bachelor degree plus graduate courses (or equivalents) that align with those recommended by the Council on Education for Public Health. These are: Biostatistics, Epidemiology, Environmental health sciences, Health services administration, and Social and behavioral sciences relevant to public health problems. The Administrator must demonstrate at least 3 years of increasing responsibility and experience in public health or a related field.

Answer the following questions:

Administrator name: _____ John Combs _____

Does the Administrator have a Bachelor degree? Yes No

Does the Administrator have at least 3 years experience in public health or a related field? Yes No

Has the Administrator taken a graduate level course in biostatistics? Yes No

Has the Administrator taken a graduate level course in epidemiology? Yes No

Has the Administrator taken a graduate level course in environmental health? Yes No

Has the Administrator taken a graduate level course in health services administration? Yes No

Has the Administrator taken a graduate level course in social and behavioral sciences relevant to public health problems? Yes No

a. Yes ___ No X The local health department Health Administrator meets minimum qualifications:

If the answer is “No”, submit an attachment that describes your plan to meet the minimum qualifications.

I am the Public Health Administrator at the Grant County Health Department. I have a BSN from OHSU School of Nursing but I am lacking the graduate courses needed to meet the minimum requirements of a LHD Administrator. I plan to take the REHS exam this spring/summer when I have completed my trainee hours and then start right away with the graduate level courses, hopefully summer term but fall term at the latest. I have been in recent contact with the people involved with the graduate certificate program and have gathered all of the information needed to get started. I would like to change my plan of taking one class each year and hopefully try to complete one class each term instead; this would allow me to fulfill the requirements over the course of five terms as compared to five years.

John Combs

- b. Yes No **The local health department Supervising Public Health Nurse meets minimum qualifications:**

Licensure as a registered nurse in the State of Oregon, progressively responsible experience in a public health agency;

AND

Baccalaureate degree in nursing, with preference for a Master's degree in nursing, public health or public administration or related field, with progressively responsible experience in a public health agency.

If the answer is “No”, submit an attachment that describes your plan to meet the minimum qualifications.

- c. Yes No **The local health department Environmental Health Supervisor meets minimum qualifications:**

Registration as a sanitarian in the State of Oregon, pursuant to ORS 700.030, with progressively responsible experience in a public health agency

OR

a Master's degree in an environmental science, public health, public administration or related field with two years progressively responsible experience in a public health agency.

If the answer is “No”, submit an attachment that describes your plan to meet the minimum qualifications.

- d. Yes No **The local health department Health Officer meets minimum qualifications:**

Licensed in the State of Oregon as M.D. or D.O. Two years of practice as licensed physician (two years after internship and/or residency). Training and/or experience in epidemiology and public health.

If the answer is “No”, submit an attachment that describes your plan to meet the minimum qualifications.

The local public health authority is submitting the Annual Plan pursuant to ORS 431.385, and assures that the activities defined in ORS 431.375–431.385 and ORS 431.416, are performed.

___John Combs_____ ___Grant_____ ___4/29/2011___
Local Public Health Authority County Date