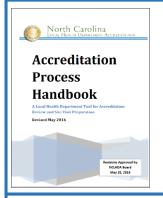
## **Materials and Resources**

**WEBSITE:** https://nciph.sph.unc.edu/accred



Revised in May 2016 and now focused specifically on preparation for accreditation by NC local health departmentsexpanded to include detailed information on what is required during a site visit.



Available as Word document as tool for evidence submission. LHDs provide written narrative within each Activity about evidence with links to evidence folders.



Source for updated Activity documentation requirements and interpretation details; used to assess evidence and LHDs should utilize regularly to assure applicable evidence is being gathered & prepared.



Corresponds to evidence requirements in **HDSAI-** includes more details on what is being looked for during facility tours.



Revised whenever changes are made to assessment documents. Lists changes made since last update Activity by Activity. Corresponds to changes marked in red in updated documents.



Newsletters posted on website and sent via email to LHDs at least twice per year. Includes updates on program staff, improvement projects, upcoming cycle participants, and a Tips and Pitfalls section.

## Site Visit Preparation Materials

- List of Materials to Submit to the Accreditation Administrator (PDF)
- HDSAI Cover Page for Submission
  (In Word format, to download and submit electronically)
   HDSAI Summary Checklist Form for Submission
  (In Word format, to download and submit electronically)
- Re-Accreditation Site Visit Schedule Template
- Ket-Accreditation Site visit Seneaule lempiate
  Staff Bio Template (Word document)
  All health department staff which are to be interviewed during the accreditation site visit should complete a staff bio using the template provided.
- **Budget Summary Template** (Word doc)
- Entrance Conference Agenda Severe Weather Guidelines for Site Visits

Section on the *Materials for Health* Departments page that includes updated templates and information for site visit preparation.