

## A Model List of Services for a Regional Health Department \*

### *Program Goal*

The goal of the Lehigh Valley Health Department will be to assure that the three core public health functions are accomplished in Lehigh and Northampton Counties. These core functions are: **assessment** of the population's health status; **development** of the public policies to maintain and promote health; and **assurance** that the population has access to public health services. The Health Department also will be responsible to make sure that the Department's mission is continually pursued: to prevent disease and injuries and to protect and promote the public's health.

The Health Department will assure that the Ten Essential Public Health Services are provided in the Lehigh Valley:

- Monitor health status to identify and solve community health problems;
- Diagnose and investigate health problems and health hazards in the community;
- Inform, educate, and empower people about public health issues;
- Mobilize community partnerships and actions to identify and solve health problems;
- Enforce laws and regulations that protect health and ensure safety;
- Link people to needed personal health services and assure the provision of health care when otherwise unavailable;
- Assure a competent public health and personal health-care workforce;
- Evaluate effectiveness, accessibility, and quality of personal and population based health services;
- Develop policies and plans that support individual and community health efforts; and
- Research for new insights and innovative solutions to health problems.

### *Administrative and Support Services*

Administrative and Support Services: shall include, but not be limited to, administration and program direction, budget and accounting, personnel system (including merit system supervision), public health education, public health statistics and community assessment, and public health laboratory services.

## *Personal Health*

### Chronic Disease Program: examples of possible programming include:

Cancer Prevention - community prevention and early detection education as well as service coordination for cancers such as cervical, breast, lung, colo-rectal and skin.

Heart Disease Prevention – prevention education and activities such as nutrition counseling, physical activity programs, blood pressure and cholesterol screening.

Osteoporosis Prevention – prevention education.

Tobacco Cessation and Prevention – education and advocacy regarding the effects of smoke, second-hand smoke, and tobacco use. Cessation programming, compliance checks for sales to minors, retail and vending inspections.

Diabetes Prevention and control – education regarding nutrition, obesity, childhood obesity and lifestyle changes.

### Communicable Disease Program – examples of programming may include:

General Communicable Disease Control - epidemiological investigation and contact tracing for all reportable communicable diseases.

Community Immunization – immunizations for adults including flu, tetanus, pneumonia, etc....

Animal Bite Epidemiology – investigation to determine possible exposure to rabies.

Sexually Transmitted Disease Control – screening and treatment, clinic operation, partner notification and prevention/education.

HIV/AIDS Prevention – risk reduction education, screening, partner notification services.

Tuberculosis Control – routine screening, treatment of active and latent cases of tuberculosis as well as epidemiological investigation.

### Maternal and Child Health Program – examples of programming may include:

Childhood Immunizations – immunizations for children according to guidelines.

Childhood Lead Poisoning Prevention – prevention and screening program for children and pregnant women, monitoring of children with high lead levels.

Dental Health Program – information and referral for dental needs, dental education, participation in sealant or other available programs and advocacy.

Infant, Child and Adolescent Health Services – home visitation and support program for parents of children in need of coordination of service or specific child development of health issue (parenting, breast feeding, behavioral issues, etc...).

Public Health Preparedness Program- examples of programming may include:

Preparedness Planning and Readiness Assessment – plan development/coordination for increased capacity to respond to public health emergencies. Includes drills and practice activities.

Risk Communication and Health Information – develops protocols for information dissemination to the public during public health emergencies.

*Environmental Health*

Food Protection Program- examples of programming may include:

Food Service Establishment Inspection and Licensing – routine and follow-up inspection of retail food establishments.

Food-borne Disease Surveillance and Investigation – recognizes and responds to possible food-borne disease outbreaks, conducts epidemiological investigations, determines source or halts transmission.

Food Safety Training and Public Awareness – educates food service operators and the general public on safe food handling.

Environmental Control Program – examples of programming may include:

Public Health Nuisance Complaints – general term used to define complex environmental situations including vector complaints, sanitation issues, air quality situations, pollutants, excessive animals and filthy conditions.

Lead Source Reduction – identification of accessible sources of lead, reduction of potential sources by elimination or removal resulting in a safe condition.

Vector Control – responding to complaints of rodents or insects and issuing orders to insure appropriate eradication.

Indoor Air Quality – identifying, quantifying, and attempting to eliminate potential threats to air-quality (mold-growing agents, contaminants, toxins, etc...).

On-Lot Sewage Disposal/Solid Waste – permitting and regulating the installation of new or repair of existing on-lot septic systems.

Individual Water Supply – siting and installation of wells for drinking water.

Air, Water, Soil Pollution Control – administration of the Clean Streams Law and the PA Sewage Facilities Act through surveillance, monitoring and permitting. (This currently gives right to counties to do the on-lot sewage work).

Indoor/Outdoor Institutional/Organizational Sanitation and Safety Program- examples of programming may include:

Child Care Facility Inspection and Certification – inspection of in-home and center-based daycares.

Public Bathing Place Inspection – inspection of public beaches and swimming pools open to the public.

Public School Inspection – inspection of sanitation, safety, food service delivery, water supply, solid waste and sewage systems.

Long Term Care Facility Inspection - inspection of sanitation, safety, food service delivery, water supply, solid waste and sewage systems.

Organized Camps - inspection of sanitation, safety, food service delivery, water supply, solid waste and sewage systems. May include permitting.

Campgrounds- inspection of sanitation, safety, food service delivery, water supply, solid waste and sewage systems. May include permitting.

Mobil Homes – inspection of safety, sanitation, water supply, sewage and solid waste systems.

Recreational Area/Playground Safety – examination of safety, water supply, sanitation, food issues and vectors.

Injury Prevention Program- examples of programming may include:

Unintentional Injury – education to prevent injury such as falls, burns, poisonings, etc....

Residential safety- home safety inspection and education.

Recreational safety: safety inspections at playgrounds and recreational activities.

Occupational safety – education regarding safe work place practice and exposure prevention.

Motor Vehicle/Pedestrian/Bicycle safety – education regarding seatbelt use, car seat use, helmet and bike safety, impaired driver education, etc.

**Intentional Injury:**

Violence Prevention – coordination and cooperation with community efforts to reduce violence (family violence, homicide, gang violence, child abuse, etc...).

Mental Health – coordination and cooperation with efforts to improve community services for clients of the mental health system.

\* The information contained in this document, developed by the workgroup, represents one potential model of the possible services provided by a “Lehigh Valley Health Department.” The Lehigh Valley Health Commission would make the decision regarding the actual services provided, if Northampton and Lehigh Counties establish such a commission. This model was endorsed by the workgroup at its meeting on September 17, 2007.

**Projected Expense and Revenue Model for a  
Lehigh Valley Health Department \***

	START UP CASH/ IN KIND	RAMPED UP CASH / IN KIND
<b>Expenses</b>		
Staff Costs	5,674,725	8,016,300
Operations	1,550,000	1,514,000
<b>TOTAL</b>	<b>7,224,725</b>	<b>9,530,300</b>
<b>Revenues</b>		
ACT 315	2,210,000	3,350,000
ACT 12	900,000	900,000
Categorical Grants	2,000,000	2,100,000
Self-Generated Revenue	750,000	900,000
Public Support	660,000	1,450,000
Private Support	800,000	1,000,000
<b>TOTAL</b>	<b>7,320,000</b>	<b>9,700,000</b>

Local Support	2,210,000	3,350,000
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**Model Staffing Pattern of a Regional Health Department \***

<b>POSITION</b>	<b>Current AHB/BHB FTEs</b>	<b>START UP FTE</b>	<b>RAMPED UP FTE (3-5 Years)</b>
Health Director	2.0	1.0	1.0
Asst Director	0.0	1.0	1.0
Admin Asst	0.0	1.0	1.0
Receptionist	1.0	1.0	1.0
Public Info Officer	0.0	1.0	1.0
Attorney	0.0	0.5	0.5
Admin and Fiscal Director	0.0	1.0	1.0
Accountant	0.0	1.0	2.0
Office Manager	2.0	1.0	1.0
Fiscal Clerk	2.0	1.0	2.0
Personnel Manager	0.0	1.0	1.0
Clerk	2.0	2.0	1.0
IT Support	0.0	1.0	2.0
Dir of Nursing	2.0	1.0	1.0
Chronic Disease Mgr	2.0	1.0	1.0
MCH Mgr	2.0	1.0	1.0
Injury Prev Mgr	2.0	1.0	1.0
Clinical Programs Mgr	2.0	1.0	1.0
Epidemiologist-CD&A Mgr	1.0	1.0	1.0
Nutritionist	1.0	2.0	2.0
Public Health Nurse	12.5	15.0	30.0
Community Health Specialist	17.0	20.0	28.0
Community Health Asst	4.5	7.0	13.5
Disease Investigator	2.0	3.0	4.0
Public Health Educator	0.0	3.0	4.0
Clerk	3.0	3.0	6.0
Biostatistician	0.0	0.0	1.0
Health Planner	0.0	1.0	1.0
Vital Records Clerk	0.0	0.0	1.0
Environmental Health Director	2.0	1.0	1.0
Preparedness Mgr	1.0	1.0	1.0
EH Programs Manager	1.0	2.0	2.0
Sr Sanitarian	0.0	6.0	7.0
Sanitarian	6.0	10.0	13.0
Clerk	2.0	3.0	3.0
	72.0	96.5	139.0

**Direct Service Staff \***

<b>POSITION</b>	<b>Current AHB/BHB FTEs</b>	<b>START UP FTE</b>	<b>RAMPED UP FTE (3-5 Years)</b>
Nutritionist	1.0	2.0	2.0
Public Health Nurse	12.5	15.0	30.0
Community Health Specialist	17.0	20.0	28.0
Community Health Asst	4.5	7.0	13.5
Disease Investigator	2.0	3.0	4.0
Public Health Educator	0.0	3.0	4.0
Sr Sanitarian	0.0	6.0	7.0
Sanitarian	6.0	10.0	13.0
	43.0	66.0	101.5
		+23	+58.5

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