



# 2005 Profile of Local Public Health Agencies



Thank you for your participation in the Fourth National Profile of Local Public Health Agencies. This profile continues NACCHO's efforts to provide an accurate picture of governmental local public health across the nation. The Profile is the *only* source for much of this information, so your participation is essential for an accurate accounting.

Please complete and submit all your responses by **October 28, 2005**.

## Report Findings:

- Data from this Profile will be analyzed and published. NACCHO anticipates publications being available in mid-2006.
- All Profile respondents can request a free copy of the report that highlights key findings. This report will also be available on NACCHO's Web site.
- NACCHO will provide state-specific information to any state health agency that agrees to share the information with that state's LPHAs.
- Data from the Profile questionnaire will be used to create a database that will be maintained by NACCHO.
- NACCHO will make these data available to researchers who agree to NACCHO's data use policy and whose research will benefit public health practice. Visit the Profile web page for more information about the Profile data use policy:  
<http://www.naccho.org/topics/infrastructure/DataUsePolicy2005--FINAL.htm>

## Questions:

If you have questions about the questionnaire or technical difficulties please contact [profile@naccho.org](mailto:profile@naccho.org) or 202-218-4424.

## Submitting Completed Questionnaire:

Please double-check your Profile to make sure that all questions have been completed. You were provided with a pre-addressed, postage-paid envelope for submitting your completed Profile. ***Please note that you do NOT need to return the paper form if you completed the electronic questionnaire.*** If you have misplaced the envelope provided, please send your completed questionnaire to:

NACCHO National Profile  
1300 L Street NW, Suite 800  
Washington, DC 22205

Your participation and effort are sincerely appreciated!



# 2005 Profile of Local Public Health Agencies



Please provide your LPHA contact info:

**LPHA Name** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

**Web Site** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

**Street Address** \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_



# 2005 Profile of Local Public Health Agencies



## Jurisdictional Information

### Geographic jurisdiction served:

(select only one)

- ☐ City
- ☐ County
- ☐ City/County
- ☐ Town/Township
- ☐ Multi-county, district, region
- ☐ State
- ☐ Other \_\_\_\_\_

**If multi-county, district, or region, provide the names of all jurisdictions (county, city, town) served by your LPHA (e.g., X County, Y County and Z County)**



# 2005 Profile of Local Public Health Agencies



## Jurisdictional Information

What is the total population of the jurisdiction your LPHA serves? Use the most recently available U.S. Census estimate available at <http://quickfacts.census.gov/qfd/>

\_\_\_\_\_ Population  
\_\_\_\_\_ Year of estimate (yyyy)

Indicate the percentages of the racial composition of your jurisdiction.

\_\_\_\_\_ White  
\_\_\_\_\_ Black or African American  
\_\_\_\_\_ American Indian/Alaska Native  
\_\_\_\_\_ Asian  
\_\_\_\_\_ Native Hawaiian or Other Pacific Islander  
\_\_\_\_\_ Some Other Race  
\_\_\_\_\_ Two or More Races  
\_\_\_\_\_ Unknown Race

Indicate the percentages of the ethnic composition of your jurisdiction.

\_\_\_\_\_ Hispanic or Latino

Please indicate what source(s) you used for this demographic data.



# 2005 Profile of Local Public Health Agencies



**Do the boundaries of a federally recognized tribal government overlap with the boundaries of your jurisdiction?**

(select only one)

- ☐ Yes  
☐ No  
☐ Do not know

**If yes, provide the following information for each Tribe:**

Name of Tribe	Population	Does the Tribe operate a health agency?	
		Yes	No

**If yes, does the Indian Health Service operate a facility within your jurisdiction?**

(select only one)

- ☐ Yes  
☐ No  
☐ Do not know



# 2005 Profile of Local Public Health Agencies



## Governance

### Do you have a local board of health?

(select only one)

- ☐ Yes
- ☐ No

### If yes, what are the functions of your local board of health?

(select all that apply)

- ☐ Governing
- ☐ Policy making
- ☐ Advising

### If yes, how are your board of health members selected?

(select all that apply)

- ☐ Specifically elected by the public to serve on the board of health
- ☐ Entirely comprised of elected officials
- ☐ Appointed by local (municipal/county) officials
- ☐ None of the above

### Who is the governing body for your LPHA?

(select all that apply)

- ☐ County Commission or Council
- ☐ City or Town Council
- ☐ Local Board of Health (separate from City or County governing body)
- ☐ State Health Agency
- ☐ Other (specify) \_\_\_\_\_



# 2005 Profile of Local Public Health Agencies



## Funding

**What is your most recently completed fiscal year?**  
(select only one)

- ☐ 2002
- ☐ 2003
- ☐ 2004
- ☐ 2005

**For your most recently completed fiscal year, what were the LPHA's total expenditures?**

**Amount**      \$ \_\_\_\_\_

**For your most recently completed fiscal year, what percent of your revenues came from:**

(Your responses should total 100%)

- \_\_\_\_\_ % **City/township/town sources**
- \_\_\_\_\_ % **County sources**
- \_\_\_\_\_ % **State sources (EXCLUDING pass-through from Federal)**
- \_\_\_\_\_ % **Federal sources (passed through by State)**
- \_\_\_\_\_ % **Federal sources (direct)**
- \_\_\_\_\_ % **Medicaid**
- \_\_\_\_\_ % **Medicare**
- \_\_\_\_\_ % **Private foundations**
- \_\_\_\_\_ % **Private health insurance**
- \_\_\_\_\_ % **Patient personal fees**
- \_\_\_\_\_ % **Regulatory fees**
- \_\_\_\_\_ % **Tribal sources**
- \_\_\_\_\_ % **Other (specify) \_\_\_\_\_**



## 2005 Profile of Local Public Health Agencies



What amount of funds did you receive in your most recently completed fiscal year from your state through federal bioterrorism programs? Include only funds your health agency received **DIRECTLY**, not funds spent or retained by your state health agency for the benefit of LPHAs.

\_\_\_\_\_ CDC-funded programs - Amount

\_\_\_\_\_ HRSA-funded programs - Amount

How many additional FTE of staff has your LPHA hired using funds provided by your state through the federal bioterrorism program?

\_\_\_\_\_

For *the year prior to your most recently completed fiscal year* (the fiscal year prior to the one for which you just provided data), what were the LPHA's total expenditures?

Amount:

\$ \_\_\_\_\_





# 2005 Profile of Local Public Health Agencies



## Workforce

Name of your LPHA's top executive: \_\_\_\_\_

Title of your LPHA's top executive: \_\_\_\_\_

What date did the top agency executive assume this position?

\_\_\_\_ / \_\_\_\_ Month/Year

What is the work status for this position?

(select only one)

☐ Full-time

☐ Part-time

What is the race of the person in this position?

(select all that apply)

☐ White

☐ Black or African American

☐ American Indian and Alaska Native

☐ Asian

☐ Native Hawaiian and Other Pacific Islander

☐ Some other race

☐ Two or more races

What is the ethnicity of the person in this position?

(select only one)

☐ Hispanic or Latino

☐ Not Hispanic or Latino

What is the gender of the person in this position?

(select only one)

☐ Male

☐ Female

What is the age of this person?

\_\_\_\_\_



# 2005 Profile of Local Public Health Agencies



## Occupational Classifications

Indicate **all** degrees that your top agency executive holds:  
(select all that apply)

### Bachelors Degree

☐ BA

☐ BS

### Nursing Degree

☐ RN

☐ BSN

☐ MSN

### Masters Degree

☐ MPH

☐ MBA

☐ Other (specify) \_\_\_\_\_

### Doctoral Degree

☐ MD

☐ DrPH

☐ DDS

☐ DVM

☐ JD

☐ PhD (specify field) \_\_\_\_\_

☐ Other (specify) \_\_\_\_\_



# 2005 Profile of Local Public Health Agencies



## Workforce

**How many staff members are working in your LPHA? Include both regular and contract employees.**

\_\_\_\_\_ **Number of employees**  
 \_\_\_\_\_ **Number of Full-time Equivalents (FTEs)**

- Indicate which of the following categories of public health workers are currently employed by your LPHA.
- Indicate the FTE of staff in each classification if data are available.
- If you cannot determine the FTE of staff in a category, check the “FTEs Not Available” box.
- Categorize staff according to their primary job classification.
- Note that this is not intended to be an exhaustive list of occupational categories.

	Does your LPHA currently employ staff in this classification?		Number of FTEs currently employed	FTEs Not Available
	Yes	No		
Health service managers, administrators, health directors				<input type="checkbox"/>
Nurse (e.g., school nurse, community health nurse, nurse practitioner, LPN)				<input type="checkbox"/>
Physician				<input type="checkbox"/>
Environmental health specialist (sanitarian)				<input type="checkbox"/>
Other environmental scientists or technicians				<input type="checkbox"/>
Epidemiologist				<input type="checkbox"/>
Health educator				<input type="checkbox"/>
Nutritionist				<input type="checkbox"/>
Information systems specialist				<input type="checkbox"/>
Public information specialist				<input type="checkbox"/>
Social worker (e.g. community organizer, HIV/AIDS counselor, public health social worker)				<input type="checkbox"/>
Emergency preparedness coordinator				<input type="checkbox"/>
Administrative or clerical personnel				<input type="checkbox"/>



# 2005 Profile of Local Public Health Agencies



## Activities

We are interested in who conducts various public health activities in your jurisdiction.

**For each activity in the charts below and on the following pages, check the boxes that describe who has conducted that activity in your jurisdiction *during the past year*.**

- Indicate whether your LPHA performs the activity, contracts for it, or both.
- Check all of the other agencies that perform that activity in your jurisdiction.
- If a service or activity is not available in your jurisdiction, check that option.
- The category “done by someone else” includes non-profit organizations, private physicians, and other non-governmental entities.

## Immunization

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Adult Immunizations							
Childhood Immunizations							

## Screening for diseases/conditions

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
HIV/AIDS							
Other STDs							
Tuberculosis							
Cancer							
Cardiovascular disease							
Diabetes							
High blood pressure							
Blood lead							



# 2005 Profile of Local Public Health Agencies



## Treatment for communicable diseases

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
HIV/AIDS							
Other STDs							
Tuberculosis							

## Maternal and Child Health

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Family planning							
Prenatal care							
Obstetrical care							
WIC							
EPSDT							

## Other Health Services

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Comprehensive primary care							
Home health care							
Oral health							
Behavioral/mental health services							
Substance abuse services							



# 2005 Profile of Local Public Health Agencies



## Epidemiology and Surveillance

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Communicable/infectious disease							
Chronic disease							
Injury							
Behavioral risk factors							
Environmental health							
Syndromic							

## Population-based Primary Prevention Services

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Injury							
Unintended pregnancy							
Obesity							
Violence							
Tobacco							
Substance abuse							
Mental illness							



# 2005 Profile of Local Public Health Agencies



## Regulation, Inspection and/or Licensing Activities

Check all that apply

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Mobile homes							
Campgrounds & RVs							
Solid waste disposal sites							
Solid waste haulers							
Septic tank installation							
Hotels/motels							
School/daycare							
Cosmetology businesses							
Swimming pools (public)							
Tobacco retailers							
Smoke-free ordinances							
Lead inspection							
Food processing							
Milk processing							
Public drinking water							
Private drinking water							
Food service establishments							
Health-related facilities							
Housing (inspections)							



# 2005 Profile of Local Public Health Agencies



Other Environmental Health Activities (Check all that apply)

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Indoor air quality							
Food safety education							
Radiation control							
Vector control							
Land use planning							
Groundwater protection							
Surface water protection							
Hazmat response							
Hazardous waste disposal							
Pollution prevention							
Noise pollution							

Other Activities (Check all that apply)

	Performed by LPHA directly	Contracted by LPHA	Done by state government agency	Done by another local government agency	Done by someone else	Not available in jurisdiction	Unknown
Emergency medical services							
Animal control							
Occupational safety and health							
Veterinarian public health activities							
Laboratory services							
Outreach and enrollment for medical insurance							
School-based clinics							
School health							
Correctional health							





# 2005 Profile of Local Public Health Agencies



## Emergency Preparedness

**Which of the following emergency preparedness activities has your LPHA conducted in the past year?**

(select all that apply)

- ☐ Developed or updated a written emergency plan
- ☐ Reviewed relevant legal authorities
- ☐ Participated in drills or exercises
- ☐ Participated in an actual public health emergency
- ☐ Assessed emergency preparedness competencies of staff
- ☐ Provided emergency preparedness training to staff
- ☐ None of the above



# 2005 Profile of Local Public Health Agencies



## Community Health Assessment and Planning

**Has your LPHA completed a community health assessment within the last three years?** *[A community health assessment is the process whereby a local health agency and its community engage in assessing the health needs of their community and investigate adverse health effects and health hazards to create a “snap-shot” of a community’s health.]*  
(select only one)

- ☐ Yes  
☐ No

**Do you plan to complete a community health assessment within the next three years?**  
(select only one)

- ☐ Yes  
☐ No

**Has your LPHA developed or participated in developing a health improvement plan for your community within the last three years?** *[By “health improvement plan” we mean a series of timely and meaningful action steps that define and direct the distribution of health services and resources to improve your community’s health, or definite strategic action steps to improve health status in the community.]*  
(select only one)

- ☐ Yes  
☐ No



# 2005 Profile of Local Public Health Agencies



## Community Health Assessment and Planning

If your LPHA has developed or participated in developing a health improvement plan for your community within the last three years... (if no, skip the next two questions.)

**Was the health improvement plan developed using the results of a community health assessment?**

(select only one)

☐ Yes

☐ No

**Is your community's health improvement plan linked to a state health improvement plan?**

(select only one)

☐ Yes

☐ No

Abbreviation Key for the following items:

MAPP = Mobilizing for Action through Planning and Partnerships

APEX PH = Assessment Protocol for Excellence in Public Health

PACE EH = Protocol for Assessing Community Excellence in Environmental Health

NPHPSP = National Public Health Performance Standards Program

PATCH = Planned Approach to Community Health

**Please indicate whether and how you have used any of the following tools in a community health assessment or health improvement plan in the past three years.**

(select only one in each row)

	Have not used	Used as a reference	Implemented in collaboration with other tools	Implemented independent of other tools
MAPP				
APEX PH				
PACE EH				
NPHPSP				
PATCH				
State-specific tool				
Other				



# 2005 Profile of Local Public Health Agencies



**How has your LPHA's participation in collaborations with other community agencies and organizations changed over the past three years?**  
(select only one)

- ☐ Greatly Increased
- ☐ Slightly Increased
- ☐ No Change
- ☐ Slightly Decreased
- ☐ Greatly Decreased



# 2005 Profile of Local Public Health Agencies



## Information Technology

To what percentage of your staff does your LPHA supply the following technologies?

_____	<b>Personal computer</b>
_____	<b>Internet access (any kind)</b>
_____	<b>High-speed, continuous Internet access</b>
_____	<b>Cell phone</b>
_____	<b>Personal data assistant (PDA)</b>

Who controls the following aspects of information management for your local public health agency? If control is shared, check all that apply.

	Your LPHA	City/County IT Department	State Health Agency	Someone Else (specify who)
Hardware allocation and acquisition				
Software selection				
Data management				
IT system security				



# 2005 Profile of Local Public Health Agencies



## Performance Improvement

**Has your LPHA undertaken any quality or performance improvement efforts in the past three years?** (select only one)

☐ Yes

☐ No

If yes, please complete the following questions. If no, skip to the next page.

Refer to these definitions as you complete the next set of questions:

- **Performance Standards** are objective standards or guidelines that are used to assess an organization's performance (e.g., one epidemiologist on staff per 100,000 population served, 80 percent of all clients who rate health agency services as "good" or "excellent," 100 percent immunization rate for all children). Standards may be set by benchmarking against similar organizations, or based on national, state, or scientific guidelines.
- **Performance Measures** are any quantitative measures or indicators of capacities, processes, or outcomes relevant to the assessment of an established performance goal or objective (e.g., the number of epidemiologists on staff capable of conducting investigations, percentage of clients who rate health agency services as "good" or "excellent," percentage of immunized children).
- **Reporting of progress** means documentation and reporting of progress in meeting standards and targets and sharing of such information through feedback.
- **Quality improvement process** is the establishment of a program or process to manage change and achieve quality improvement in public health policies, programs or infrastructure based on performance standards, measurements, and reports.

**Indicate which components of performance management your LPHA currently has in place for each of the specified areas.**

	Has LPHA established <b>Performance Standard</b> for ...?	Does the LPHA use <b>Performance Measures</b> for ...?	Does the LPHA <b>Report Progress</b> for ...?	Does the LPHA have a <b>Quality Improvement Process</b> for ...?	None
Human Resource Development					
Data & Information Systems					
Customer Focus and Satisfaction					
Financial Systems					
Management Practices					
Public Health Capacity					
Health Status					
Other (specify)					



# 2005 Profile of Local Public Health Agencies



## Accreditation

**Is your LPHA currently involved in any agency accreditation efforts?**  
(select only one)

- ☐ Yes  
☐ No

If yes, please respond to the following. If no, skip to the next page.

Key to accreditation programs listed below:

- JCAHO: Joint Commission on Accreditation for Healthcare Organizations: ambulatory care, substance abuse services, lab services, community health
- CHAP: Community Health Accreditation Program: home health, community health nursing, public health nursing
- CARF: Commission on Accreditation of Rehabilitation Facilities: substance abuse services, behavioral health services
- EMAP: Emergency Management Accreditation Program: emergency preparedness and management services
- COA: Council on Accreditation: behavioral health, social services, child and family services

**Indicate the status of your LPHA's activities for each of the accreditation programs listed below.**

	Not Involved	Seeking Accreditation	Achieved Accreditation
State-established accreditation program			
JCAHO			
CHAP			
CARF			
EMAP			
COA			
Laboratory accreditation program			
Other (specify)			



# 2005 Profile of Local Public Health Agencies



## Guide to Community Preventive Services

**Are you familiar with the Guide to Community Preventive Services (aka Community Guide) or [www.thecommunityguide.org](http://www.thecommunityguide.org)**

(select only one)

- ☐ Yes
- ☐ No

If yes, answer the following questions. If no, skip to the next page.

**Do you use Community Guide findings/evidence in your work (e.g. to support or enhance decision making) ?**

(select only one)

- ☐ Yes
- ☐ No

**Which of the following would most increase your use of the Community Guide?**

(select only one)

- ☐ Model interventions (i.e. “how to”) information about recommended interventions
- ☐ More information / promotion about the Community Guide to understand how it can be used
- ☐ Integration into existing tools (e.g. National Public Health Performance Standards Program or Healthy People 2010)





# 2005 Profile of Local Public Health Agencies



## Emergency Preparedness Infrastructure

We are interested in understanding how efforts to improve emergency preparedness have affected your LPHA's infrastructure and programs.

For each of the public health operations and services listed below, choose the response that BEST describes the extent to which your LPHA's infrastructure and programs have changed over the past three years as a result of efforts to improve emergency preparedness.

	Significantly Weaker	Slightly Weaker	No Change	Slightly Stronger	Significantly Stronger
Epidemiology					
Public health surveillance					
Workforce training					
Communication systems					
Access to laboratory services					
Preparedness planning					
Information systems					
Legal basis for PH actions					
Relationships with other local, state or federal agencies					
Surge capacity					
Immunization					
Screening for diseases & conditions					
Treatment for communicable diseases					
Population-based primary prevention					
Maternal and child health					
Other health services					
Regulation, inspection and licensing					
Other environmental health activities					



# 2005 Profile of Local Public Health Agencies



## Partnership and Collaboration

**We are interested in knowing about your LPHA's collaborations with a number of types of non-governmental organizations. For each organization, check each listed activity that your LPHA has done in conjunction with that organization in the past year. (Check all that apply)**

	Exchange Information	Work together on activities or projects	LPHA provides financial resources	LPHA has the leadership role within the partnership	No relationship	N/A: Organization does not exist in jurisdiction
Hospitals						
Physician Practices /Medical Groups						
Community Health Centers						
Other health care providers						
Health insurers						
Emergency responders						
Land use agencies						
Economic and community development agencies						
Housing agencies						
Utility companies/agencies						
Environmental and conservation organizations						
Cooperative extensions						
Schools						
Parks and recreations						
Transportation						
Community-based Organizations						
Faith Communities						
Other voluntary or non-profit organizations						
Libraries						
Universities						
Business						
Media						
Tribal government agencies						



# 2005 Profile of Local Public Health Agencies



## Community Health Assessment and Health Improvement Planning

**What role did your LPHA play in developing a community health improvement plan?**  
(select only one)

- ☐ My community has not developed a community health improvement plan
- ☐ Developed primarily by LPHA
- ☐ Developed by coalition with LPHA as lead organization
- ☐ Developed by coalition with LPHA as equal partner
- ☐ Developed by coalition with some LPHA involvement
- ☐ No involvement by LPHA

**Was your local board of health involved in this process?**  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not have a local board of health

**Have you taken any of the following actions in the past three years to implement your community health improvement plan?**  
(select all that apply)

- ☐ My community has not developed a community health improvement plan
- ☐ Established priorities for your LPHA
- ☐ Set goals for performance or health outcomes
- ☐ Reallocated resources within existing budget to support priorities
- ☐ Sought additional resources to support priorities
- ☐ Increased LPHA funding for one or more priorities
- ☐ Participated in a coalition(s) to address one or more priorities
- ☐ Developed or strengthened relationships with community partners
- ☐ Advocated for other community partners to establish or increase activities to support priorities
- ☐ Developed performance measures to monitor implementation of the plan
- ☐ None of these actions have been taken to date



# 2005 Profile of Local Public Health Agencies



## Governance

Who has the authority to do each of the following in your jurisdiction? (Check all that apply).

	Local Board of Health	County Commission	City/Town Council	State Health Agency	Other Entity
Hire or appoint agency head					
Approve the LPHA budget					
Adopt public health laws & regulations					
Establish fees for service					
Establish taxes (millage, levy, etc.) for public health					
Place public health levy on ballot for general election					

Does your local Board of Health receive public health training?  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not have a local Board of Health

Does your local Board of Health receive governance training?  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not have a local Board of Health



# 2005 Profile of Local Public Health Agencies



## Funding

Indicate whether revenue from each source has increased, decreased, or stayed approximately the same. *Compare your most recently completed fiscal year with the year prior to your most recently completed fiscal year*

	Stayed Approx. the Same	Increased	Decreased	No Funding from this Source
City/township/town sources				
County sources				
State sources (EXCLUDING federal pass-through )				
Federal sources (passed through by state)				
Federal sources (direct)				
Medicaid				
Medicare				
Private foundations				
Private health insurance				
Patient personal fees				
Regulatory fees				
Tribal sources				
Other (specify)				



# 2005 Profile of Local Public Health Agencies



## Workforce

What percentage of staff working at your LPHA is in each racial category? Include both regular and contract employees.

(Your responses should total 100%)

_____	%	White
_____	%	Black or African American
_____	%	American Indian/Alaska Native
_____	%	Asian
_____		Native Hawaiian or Other Pacific Islander
_____	%	Some Other Race
_____	%	Two or More Races
_____	%	Unknown Race

What percentage of staff working at your LPHA is in each ethnic category? Include both regular and contract employees.

(Your responses should total 100%)

_____	%	Hispanic or Latino
_____	%	Not Hispanic or Latino
_____	%	Unknown ethnicity

What percentage of staff working at your LPHA is in each gender category? Include both regular and contract employees.

(Your responses should total 100%)

_____	%	Female
_____	%	Male



# 2005 Profile of Local Public Health Agencies



## Workforce Shortages

For each occupational category listed on this page and the following pages, indicate (1) whether your LPHA is currently having problems hiring staff in this category and (2) whether you anticipate a shortage of staff in this category three years from now.

If your response is “yes” to either question, answer the next question, which asks for reasons. If your answer is “no,” skip the next question.

## Public Health Nurses

**Are you currently having problems hiring public health nurses?** (select only one)

- ☐ Yes
- ☐ No
- ☐ Do not currently employ this profession at our LPHA

**For which of the following reasons are you having problems hiring public health nurses?**  
(select all that apply)

- ☐ Cannot hire due to budgetary restrictions
- ☐ Candidates have insufficient education
- ☐ Candidates have insufficient experience
- ☐ Candidates have insufficient cultural and linguistic competency
- ☐ Difficult to attract qualified candidates to this geographic area
- ☐ Pay/benefits not competitive
- ☐ LPHA hiring process is cumbersome
- ☐ Some other reason

**Do you anticipate a shortage of public health nurses at your LPHA in three years?**  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not anticipate employing this profession at our LPHA in three years

**For which of the following reasons do you anticipate a shortage of public health nurses?**  
(select all that apply)

- ☐ New programs
- ☐ Programs expansion
- ☐ Staff attrition
- ☐ Staff retirements
- ☐ Some other reason



# 2005 Profile of Local Public Health Agencies



## Environmental Scientist/Specialist (Sanitarian)

**Are you currently having problems hiring environmental scientists/specialists?**  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not currently employ this profession at our LPHA

**For which of the following reasons are you having problems hiring environmental scientists/specialists?**  
(select all that apply)

- ☐ Cannot hire due to budgetary restrictions
- ☐ Candidates have insufficient education
- ☐ Candidates have insufficient experience
- ☐ Candidates have insufficient cultural and linguistic competency
- ☐ Difficult to attract qualified candidates to this geographic area
- ☐ Pay/benefits not competitive
- ☐ LPHA hiring process is cumbersome
- ☐ Some other reason

**Do you anticipate a shortage of environmental scientists/specialists at your LPHA in three years?**  
(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not anticipate employing this profession at our LPHA in three years

**For which of the following reasons do you anticipate a shortage of environmental scientists/specialists?**  
(select all that apply)

- ☐ New programs
- ☐ Programs expansion
- ☐ Staff attrition
- ☐ Staff retirements
- ☐ Some other reason





# 2005 Profile of Local Public Health Agencies



## Health Educators

**Are you currently having problems hiring health educators?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not currently employ this profession at our LPHA

**For which of the following reasons are you having problems hiring health educators?**

(select all that apply)

- ☐ Cannot hire due to budgetary restrictions
- ☐ Candidates have insufficient education
- ☐ Candidates have insufficient experience
- ☐ Candidates have insufficient cultural and linguistic competency
- ☐ Difficult to attract qualified candidates to this geographic area
- ☐ Pay/benefits not competitive
- ☐ LPHA hiring process is cumbersome
- ☐ Some other reason

**Do you anticipate a shortage of health educators at your LPHA in three years?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not anticipate employing this profession at our LPHA in three years

**For which of the following reasons do you anticipate a shortage of health educators?**

(select all that apply)

- ☐ New programs
- ☐ Programs expansion
- ☐ Staff attrition
- ☐ Staff retirements
- ☐ Some other reason



# 2005 Profile of Local Public Health Agencies



## Epidemiologists

**Are you currently having problems hiring epidemiologists?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not currently employ this profession at our LPHA

**For which of the following reasons are you having problems hiring epidemiologists?**

(select all that apply)

- ☐ Cannot hire due to budgetary restrictions
- ☐ Candidates have insufficient education
- ☐ Candidates have insufficient experience
- ☐ Candidates have insufficient cultural and linguistic competency
- ☐ Difficult to attract qualified candidates to this geographic area
- ☐ Pay/benefits not competitive
- ☐ LPHA hiring process is cumbersome
- ☐ Some other reason

**Do you anticipate a shortage of epidemiologists at your LPHA in three years?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not anticipate employing this profession at our LPHA in three years

**For which of the following reasons do you anticipate a shortage of epidemiologists?**

(select all that apply)

- ☐ New programs
- ☐ Programs expansion
- ☐ Staff attrition
- ☐ Staff retirements
- ☐ Some other reason



# 2005 Profile of Local Public Health Agencies



## Information Technology (IT) Specialists

**Are you currently having problems hiring IT specialists?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not currently employ this profession at our LPHA

**For which of the following reasons are you having problems hiring IT specialists? Check all that apply.**

(select all that apply)

- ☐ Cannot hire due to budgetary restrictions
- ☐ Candidates have insufficient education
- ☐ Candidates have insufficient experience
- ☐ Candidates have insufficient cultural and linguistic competency
- ☐ Difficult to attract qualified candidates to this geographic area
- ☐ Pay/benefits not competitive
- ☐ LPHA hiring process is cumbersome
- ☐ Some other reason

**Do you anticipate a shortage of IT specialists at your LPHA in three years?**

(select only one)

- ☐ Yes
- ☐ No
- ☐ Do not anticipate employing this profession at our LPHA in three years

**For which of the following reasons do you anticipate a shortage of IT specialists?**

(select all that apply)

- ☐ New programs
- ☐ Programs expansion
- ☐ Staff attrition
- ☐ Staff retirements
- ☐ Some other reason

**Are there other categories of staff that you are having problems hiring or anticipate future shortages? If any, please list:**



# 2005 Profile of Local Public Health Agencies



## Retirement Eligibility

**Has your LPHA determined the percentage of your workforce that will be eligible for retirement within five years?**

(select only one)

☐ Yes

☐ No

**If yes, what percentage of your LPHA's workforce will be eligible for retirement within five years?**

\_\_\_\_\_ %

**If no, please estimate the percentage of your LPHA's workforce that will be eligible for retirement within five years. If you are not able to estimate this, please leave this item blank.**

\_\_\_\_\_ %



# 2005 Profile of Local Public Health Agencies



## Workforce Training

**From which sources does the LPHA staff receive training?**  
(select all that apply)

- ☐ LPHA in-house training
- ☐ Professional associations or organizations
- ☐ State Health Agency
- ☐ Other State agency(ies)
- ☐ Schools of Public Health
- ☐ Medical Schools
- ☐ Colleges or universities
- ☐ Community colleges
- ☐ Public health institutes
- ☐ Other \_\_\_\_\_

## Learning Methods

There are many different learning methods available by which training can be provided to staff. We are interested in which learning methods you would most support for providing training to your LPHA staff.

**Rank the top three learning methods that you would most support for your LPHA staff. (1=highest support, 2=second highest support, 3=third highest support)**

- \_\_\_\_\_ Self-study using printed materials (e.g., manuals, books, articles)
- \_\_\_\_\_ Use of audiotapes or videotapes
- \_\_\_\_\_ Use of self-paced CD ROM materials
- \_\_\_\_\_ Classroom or workshop with knowledgeable speaker (e.g., lecture or large group presentation)
- \_\_\_\_\_ Teleconferencing
- \_\_\_\_\_ Distance learning courses and programs (e.g., satellite downlinks, computer- and Internet-based courses/sessions)
- \_\_\_\_\_ Hybrid approach (combination of face-to-face classroom and distance-based platform)
- \_\_\_\_\_ Learn one-on-one with an experienced professional in field/real-life situations (e.g., coaching, apprenticeships)
- \_\_\_\_\_ Participate in real time exercises, drills, or simulations



# 2005 Profile of Local Public Health Agencies



We are interested in how well the training needs of your LPHA's staff are being met for some specific topic areas. Please provide a rating for each factor.

## Emergency Preparedness and Response Training

	Fully unmet	Mostly unmet	Mostly met	Fully met
Affordability				
Convenience of Location				
Quality				

## Evidence-based Health Promotion Training

	Fully unmet	Mostly unmet	Mostly met	Fully met
Affordability				
Convenience of Location				
Quality				

## Applied Epidemiology Training

	Fully unmet	Mostly unmet	Mostly met	Fully met
Affordability				
Convenience of Location				
Quality				

**Does your LPHA have a specific line item in its budget for training of agency staff?**  
(select only one)

- ☐ Yes  
☐ No

**Does your LPHA have a designated staff person responsible for coordination of training of LPHA staff?**  
(select only one)

- ☐ Yes  
☐ No



# 2005 Profile of Local Public Health Agencies



A number of sets of competencies related to public health practice have been developed. Indicate:

1. ALL of the sets of competencies with which you are familiar and,
2. If and how your LPHA has used each set.

	Are you familiar with these competencies?		Has your LPHA used these competencies? (check all that apply)				
	Yes	No	Have not used	Assessing staff competencies	Developing training plans	Preparing job descriptions	Other use
Core competencies for public health workers (Council on Linkages)							
Emergency preparedness competencies for all public health workers (Columbia University)							
Public health informatics competencies (Northwest Center for Public Health Practice)							



# 2005 Profile of Local Public Health Agencies



## LPHA Activities

The chart below includes six program areas where some LPHAs have active programs. We would like to understand what kind of activities LPHAs are conducting in each of these program areas. For each program area, check all of the activities in which your LPHA has been involved in the past year.

	Tobacco Prevention & control	Emergency Preparedness & Response	Influenza	Obesity	Indoor Air Quality	Land Use Planning
Monitoring & Surveillance						
Epidemiology						
Screening						
Health Education/Risk Reduction						
Organizing Coalitions						
Planning & Policy Development.						
Enforcing Laws and Regulations						
Outreach & Referral						
Workforce Training & Development						
Evaluation & Quality Improvement						
Research						
No LPHA Activity in this Program Area						





# 2005 Profile of Local Public Health Agencies



## Health Inequities

Health inequity is a phrase used to describe a difference in the health of groups in the population that is both avoidable and unfair. In the United States, health inequities exist for almost all conventionally measured health outcomes. The causes of health inequities include racism and poverty as well as differences in the quality of living environments, including homes, food, air, water, jobs, education, and transportation.

**Check each activity that your LPHA has done in the past three years.**

(select all that apply)

- ☐ Describing health inequities in your jurisdiction using data
- ☐ Conducting original research that links health to differences in social or environmental conditions
- ☐ Educating elected or appointed officials about health inequities and their causes
- ☐ Training your workforce on health inequities and their causes
- ☐ Recruiting workforce from communities adversely impacted by health inequities
- ☐ Prioritizing resources and programs specifically for the reduction in health inequities
- ☐ Taking public policy positions (through testimony, written statements, media, etc)
- ☐ Supporting community efforts to change the causes of health inequities
- ☐ None of the above

**Identify all policy areas through which your LPHA has worked on the issue of health inequities in the past three years:** (select all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Environment         | <input type="checkbox"/> Welfare               |
| <input type="checkbox"/> Land use            | <input type="checkbox"/> Food                  |
| <input type="checkbox"/> Housing             | <input type="checkbox"/> Schools               |
| <input type="checkbox"/> Transportation      | <input type="checkbox"/> Correctional system   |
| <input type="checkbox"/> Labor               | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Occupational health | <input type="checkbox"/> None of the above     |

**Check each statement that accurately characterizes the status of efforts in your LPHA to address health inequities:**

(select all that apply)

- ☐ Most staff understands the causes and consequences of health inequities
- ☐ Administration believes that work on health inequities is beyond our agency mandate
- ☐ Staff have at least some tools and resources necessary to address health inequities
- ☐ Dedicated staff focuses on health inequity efforts in our LPHA
- ☐ Health inequity efforts are integrated into the work of many programs
- ☐ The LPHA applied for / received grants to reduce health inequities
- ☐ None of the above



# 2005 Profile of Local Public Health Agencies



## Policy-making and Advocacy

Indicate how frequently your LPHA has participated in any of the activities listed below during the past two years. Participation may be by your LPHA's top executive or by other staff.

	Never	A little	Some	A Lot
Prepared issue briefs for local or state policy makers				
Participated in discussions with local board of health				
Given public testimony to state or local policy makers (other than LBOH)				
Participated on local boards or advisory panels responsible for public health policy				
Participated on state boards or advisory panels responsible for public health policy				
Appeared on radio or television to speak about public health issues				
Appeared before civic group (Rotary, Kiwanis, etc) to speak about public health issues				
Worked with media to inform public health policy				
Communicated with legislators, regulatory officials, or other policymakers regarding proposed legislation, regulations, or ordinances				
Provided technical assistance to legislative, regulatory or advocacy group for drafting proposed legislation regulations, or ordinances				

**Within the past year, has your LPHA adopted a new public health ordinance or regulation?**  
(select only one)

- ☐ Yes
- ☐ No
- ☐ My LPHA does not have authority to adopt ordinances or regulations



# 2005 Profile of Local Public Health Agencies



## Information/Knowledge Management

Indicate your LPHA's level of awareness or activity for each of the following information technology applications.

	Not aware	Aware	Investigating or Have investigated	Planning to implement	Have implemented
Electronic health records					
Use of IT in the field (off-site)					
Wireless access to LPHA network					
IT disaster recovery planning					
Federal IT standards initiatives					

If your LPHA has a website, check all of the information or features that your LPHA web site includes:

(select all that apply)

- ☐ No website
- ☐ Provides telephone and/or e-mail contact information for the various services LPHA provides
- ☐ Provides information about the various services LPHA provides
- ☐ Includes links or contact information for other public health partners in the community
- ☐ Includes a number of links to other sources of consumer health information for the public (e.g., Medline Plus, CDC information)
- ☐ Contains community-specific health information that is generated by our LPHA
- ☐ Regulated entities can download commonly used forms from our LPHA web site
- ☐ Regulated entities can submit forms or other information electronically via our LPHA web site



# 2005 Profile of Local Public Health Agencies



We are interested in what information is available in electronic databases at your LPHA. For each program area listed below, please answer each of the following questions:

1. Does your LPHA maintain data from that program in an electronic database?

2. Can you exchange data from that program electronically with your state health agency (or other relevant state agency)?

	Does your LPHA maintain data in an electronic database?		Can you exchange information electronically with the relevant state-level agency?		
	Yes	No	Send Information	Receive Information	Neither
Childhood immunization					
Reportable diseases					
Vital records					
Laboratory reporting					
WIC					
Medicaid billing					
Outbreak management					
Maternal child health reporting					
Restaurant inspections					
Water wells (licensing and/or testing)					
On-site waste water treatment systems					
Nuisance complaints					
Electronic health record (personal health services)					
Geographic coded data for mapping analysis					



# 2005 Profile of Local Public Health Agencies



We are interested in the informatics training needs of your LPHA's workforce. For each informatics areas listed below, please answer the following questions:

1. Rate your employees' need for training in each area (high, moderate, low, cannot rate).
2. Has your LPHA staff received training that addresses this area in the past year?

	Rate your employees' need for training in each area				Has your LPHA staff received training that addresses this area in the past year?	
	High	Moderate	Low	Cannot rate	Yes	No
Using and interpreting quantitative data						
Using and interpreting qualitative data						
Basic computer applications (Windows, Microsoft Office Suite)						
Using software analytical tools (statistical packages, GIS, data mining)						
Locating evidence-based Internet information (PubMed, CDC guidelines, etc.)						
Locating consumer health information (English language or other)						
Designing and maintaining a public health website						
Understanding policies and technologies that protect confidentiality						