



INFORMATION REPORT

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	January 15, 2018
SUBJECT/REPORT NO:	Ontario Public Health Standards Modernization - Organizational Requirements Compliance Assessment BOH17010(c) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jennifer Hohol, (905) 546-2424, Ext. 6004
SUBMITTED BY & SIGNATURE:	Elizabeth Richardson, MD, MHSc, FRCPC Medical Officer of Health Public Health Services Department

Council Direction:

Not Applicable.

Information:

Background

As outlined in BOH17010(b), in addition to the new Ontario Public Health Standards (Standards), the Ministry of Health and Long-Term Care (MOHLTC) has developed a Public Health Accountability Framework and organizational requirements to ensure boards of health have the necessary foundations in place to successfully carry out public health work and achieve population health outcomes. The Public Health Accountability Framework and organizational requirements are included within Chapter 3: Strengthened Accountability of the most recent version of the Standards released in November 2017 (Appendix A).

The organizational requirements fall within the four domains of:

- Delivery of Programs and Services;
- Fiduciary Requirements;
- Good Governance and Management Practices; and,
- Public Health Practice.

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An assessment was conducted by staff to determine Hamilton Public Health Services' (PHS) Board of Health compliance with the organizational requirements. Overall, the Board of Health was compliant with the majority of the requirements throughout all domains. Many of the areas identified as partially compliant will become fully compliant upon submission of the Annual Service Plan and Budget to the MOHLTC in March 2018. Further compliance will be achieved through the development and implementation of a formal annual planning process within PHS to inform public health program and service delivery. Areas of partial or non-compliance are outlined in the report below with action plans for compliance will be achieved. The full assessment of compliance is provided in Appendix B.

Organizational Requirements Compliance Assessment

Domain One: Delivery of Programs and Services

Requirement	Action for Compliance
Undertake population health assessment including identification of priority populations, social determinants of health and health inequities, and measure and report on them.	Will be compliant by ensuring that population health assessment and health equity are built into new annual planning process as well as implementation of the PHS Population Health Assessment and Surveillance Strategy (PHAS). The goal of the PHAS Strategy is to use population health information to guide the planning and delivery of public health programs and services within an integrated health system. In order to achieve this, the strategy focuses on: Understanding the health of Hamiltonians, sharing information on health status within PHS and with community partners, providing leadership to facilitate decision making in public health program and health system planning and strengthening the community to ensure everyone has the same opportunity for wellness.
Describe programs of public health intervention and the information used to inform them.	Will be compliant following submission of the Annual Service Plan and Budget in March 2018.
Publicly disclose results of all inspections or other required information.	PHS is working to make required inspection results publicly available through the Open Data Work Group at the City of Hamilton.
Collect and analyze relevant data to monitor trends over time, emerging trends, priorities, and health inequities, and report and disseminate the data and information.	Will be compliant by ensuring that monitoring of indicators and performance measures will be built into new annual planning process. Execution of the PHAS Strategy will support reporting and dissemination of data and information.

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Requirement	Action for Compliance
Strategic plan that establishes priorities over 3-5 years includes input from staff, clients, and community partners	Future iterations of multi-year business plan will include input from clients and community partners, supported by the PHS Stakeholder Engagement Plan.

Domain Two: Fiduciary Requirements

The Board of Health is currently meeting all requirements within this domain.

Domain Three: Good Governance and Management Practices

Requirement	Action for Compliance
Board of Health members shall disclosure to the ministry an actual, potential, or perceived conflict of interest.	PHS is working with the MOHLTC to understand and establish a process for disclosure moving forward.
Establish human resource strategy.	Additional work throughout 2018 focused on workforce assessment and development will increase compliance.
Human resource policies and procedures that are regularly reviewed and revised, and include the date of the last review / revision.	Establish regular review / revisions of policies through future Service Level Agreements with Human Resources.
Engage in relationships with Indigenous communities in a way that is meaningful for them.	Will look to the City of Hamilton Urban Indigenous Strategy to inform meaningful engagement.
Provide population health information to stakeholders.	Execution of the PHAS Strategy as previously described.
Develop and implement policies / by-laws (delegation of the medical officer of health duties during short absences such as during vacation / coverage plan).	Department policy in development.
Ensure by-laws and policies and procedures are reviewed and revised at least every two years.	Department policies will be reviewed every two years. Service Level Agreements with Finance & Administration, Information Technology Services and Human Resources will be updated to include expectation to update policies every two years for those policies developed within shared service areas.
Implement policies / procedures for privacy and security, data collection and records management.	Update and approval of department privacy, data collection and records management policies.

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Domain Four: Public Health Practice

Requirement	Action for Compliance
Systematic process to plan public health programs and services.	Will be compliant with the development and implementation of a PHS annual planning process.
Employ qualified public health professionals in accordance with the Qualifications for Public Health Professionals Protocol, 2018.	Protocol in development by Ministry. Will review protocol for compliance when it becomes available.
Support a culture of excellence in professional practice and ensure a culture of quality and continuous organizational self-improvement.	Implementation of a PHS Continuous Quality Improvement Framework, build review of performance measures into annual planning and develop process to measure client, community and stakeholder / partner experience.

Common to All Domains

Requirement	Action for Compliance
Submit an Annual Service Plan and Budget.	Will be compliant following submission of the Annual Service Plan and Budget in March 2018.
Produce an annual financial and performance report to the general public.	Plan in place to develop annual report for 2017. Posting of report to City of Hamilton website following Board of Health approval in April 2018.

Transparency and Demonstrating Impact

In the most recent version of the Standards, a new chapter entitled Transparency and Demonstrating Impact was introduced. As part of this chapter, a draft Public Health Indicator Framework was developed by the province as a way to monitor progress and measure the success of boards of health. The Public Health Indicator Framework includes indicators used to measure program performance and assess public health's contribution to population health outcomes. At this time few details are known regarding the Public Health Indicator Framework including whether the identified indicators will be mandatory for reporting, if there will be provincial coordination for data collection and if these indicators will replace the Accountability Agreement Indicators previously reported on. Feedback on the Public Health Indicator Framework was encouraged by the MOHLTC and a response was submitted on behalf of PHS.

In addition, a draft Transparency Framework was also introduced to promote public confidence in the public health system through mandatory disclosure of the work that public health does to protect and promote individual and community health. As outlined

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in the Transparency Framework, boards of health would be required to post on their public websites results of routine and complaint based inspections of:

- Food premises;
- Public pools and spas;
- Recreational water facilities;
- Personal services settings;
- Tanning beds;
- Recreational camps;
- Licensed child care settings; and,
- Small drinking water systems.

Boards of health will also be expected to post on their public websites:

- Convictions of tobacco and e-cigarette retailers;
- Infection prevention and control lapses;
- Drinking water advisories for small drinking water systems; and,
- Status of beach water quality.

Currently, routine inspection data for food premises, infection prevention and control lapses, drinking water advisories for small drinking water systems and the status of beach water quality are available to the public. All other inspection data identified for mandatory disclosure within the Transparency Framework is not made available to the public at this time. PHS is working in collaboration with the Open Data Work Group at the City of Hamilton to develop processes to make available all identified inspection and conviction data to the public.

The Transparency Framework will also require boards of health to demonstrate to the public how they are responding to local community needs through the public posting of the public health unit's strategic plan and an annual performance and financial report. The City of Hamilton's strategic plan is available on the City of Hamilton website and the PHS multi-year business plan will be made available publicly through the budget process. An annual performance and financial report for 2017 is in development and will be posted on the City of Hamilton website following approval by the Board of Health in April 2018.

APPENDICES

Appendix A to BOH17010(c) – Ontario Public Health Standards: Requirements for Programs, Services, and Accountability (Chapters 3 and 4)

Appendix B to BOH17010(c) – Organizational Requirements Compliance Assessment

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