

#46

COMPLETE

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## Page 1: Local Health Department/District Information

## Q1 Department Name

Wilton Health Department

Q2 Do you have a Board of Health? **No**

## Page 2: Board of Health

Q3 Please complete the Board of Health information below. **Respondent skipped this question**Q4 Board Function **Respondent skipped this question**Q5 Number of Board Members **Respondent skipped this question**

## Page 3: Director of Health and Local Health Department Information

## Q6 Director of Health

Name	<b>Town of Wilton Health DepartmentMPH</b>
Degree(s)	<b>MPH</b>
Active CT License(s)	<b>RS, REHS, CHES</b>
Number of hours in Director of Health's average work week	<b>35</b>

Q7 Please list salary figures as whole dollars per year.	Minimum Annual Salary	<b>90000</b>
	Maximum Annual Salary	<b>103000</b>
	Actual Annual Salary	<b>103000</b>

Q8 An Acting Director of Health is defined as an approved individual covering for a Director of Health when he or she is absent, for example, due to a vacation, medical leave, conference, or position vacancy. See Connecticut General Statute Section 19a-200 or 19a-244. Do you have a staff person(s) who is the Acting Director of Health in your absence? **No**

Q9 If no, how do you assure coverage when the Director of Health is absent? **A Director of Health in a neighboring municipality/health district without a formal MOU/MOA**

Q10 Does your department include a Housing Department? **No**Q11 Does your department include a Social Services Department? **No**

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**Q12** Does your department include additional non-public health programs? **No**

**Q13** Are there any collective bargaining units in your department? **Yes,**  
If yes, how many?:  
**1**

**Q14** Which of the following best describes your department with respect to participation in the Public Health Accreditation Board's national accreditation program? **My department plans to apply for accreditation, but has not yet registered on e-PHAB**

**Q15** In what calendar year does your department anticipate registering in e-PHAB in order to pursue accreditation? **2020**

Page 4: Local Health Personnel

**Q16** Administrative

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Assistant or Deputy Director of Health					
Environmental Health Supervisor					
Nursing Supervisor					
Office Manager	<b>0</b>				
Bookkeeper					
Secretary	<b>1</b>			<b>\$37</b>	<b>\$44</b>

**Q17** Medical

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Dental Professional					
Dietitian / Nutritionist					
Lab Technician					
Nurse* (RN, APRN)*Does not include School Nurse					
Physician / Medical Advisor	<b>0</b>		<b>1</b>		<b>\$130</b>
School Nurse					
Social Worker					

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**Q18 Public Health**

	Full Time	Part Time	Contracted	Min. Salary-Hourly	Max. Salary-Hourly
Emergency Preparedness Coordinator		1		\$36	\$36
Environmental Health Inspector (e.g., food, lead, housing)		2		\$25	\$36
Epidemiologist					
Health Educator		1			
Outreach Worker					
Other Paid Worker (Please describe below)			1		

Other Paid Worker, please describe:

The Medical Advisor receives a stipend of \$1500/yr. in addition to a hourly amount of \$130/hr.

**Q19 How many of your staff have the following licenses and/or certifications?**

	#
Dental Hygienist (RHD)	
Dentist (DMD/DDS)	
Food Inspector	4
Health Educator (CHES)	1
Lead Assessor	2
Lead Inspector	2
Nurse (RN/APRN)	
Pharmacist (RPh)	
Phase I SSDS	4
Phase II SSDS	3
Physician (MD/DO)	
Registered Dietitian (RD)	
Registered Sanitarian (RS)	3
Social Worker (LSW)	
Veterinarian (DVM/VMD)	
Other (Please describe below)	

Page 5: Public Health Department Revenue

<b>Q20 DPH funds - all regardless of source</b>	Amount \$	<b>17178</b>
<b>Q21 State funds - other than DPH</b>	Amount \$	<b>0</b>
<b>Q22 Federal sources - direct</b>	Amount \$	<b>0</b>
<b>Q23 Licensure/Permit fees</b>	Amount \$	<b>113844</b>

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<b>Q24</b> Local funds - city/town sources	Amount \$	<b>339523</b>
<b>Q25</b> Medicaid	Respondent skipped this question	
<b>Q26</b> Medicare	Respondent skipped this question	
<b>Q27</b> Other revenue	Respondent skipped this question	
<b>Q28</b> Patient personal fees	Respondent skipped this question	
<b>Q29</b> Private foundations	Respondent skipped this question	
<b>Q30</b> Private health insurance	Respondent skipped this question	
<b>Q31</b> What is your total operating budget?	453367	

Page 7: 10 ES - #1 Monitor health status to identify and solve community health problems

<b>Q32</b> Requirement 1: My department has participated in or conducted a local community health assessment (CHA) within the last five years.	<b>No</b>
<b>Q33</b> If yes, does the CHA include? (Select all that apply)	Respondent skipped this question
<b>Q34</b> If yes, please upload the CHA or provide web link.	Respondent skipped this question
<b>Q35</b> Web link/URL	Respondent skipped this question
<b>Q36</b> Requirement 2: My department shared the findings from the community health assessment with the residents in my jurisdiction and asked for their input.	<b>No</b>
<b>Q37</b> If yes, what methods did you use to seek input from residents? (Select all that apply)	Respondent skipped this question
<b>Q38</b> Requirement 3: My department routinely gathers information, collects data and/or conducts community dialogues specific to populations or geographic areas in the community where health inequities and poorer health indicators were identified in the community health assessment.	<b>No</b>
<b>Q39</b> If yes, how is the data provided? (Select all that apply)	Respondent skipped this question

Page 8: 10 ES - #1 Monitor health status to identify and solve community health problems

<b>Q40</b> Requirement 1: My department shared the results of the community health assessment with the partners/stakeholders and the public.	<b>No</b>
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**Q41** If yes, how did your department share the results of the CHA? (Select all that apply) **Respondent skipped this question**

Page 9: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q42** Requirement 1: My department has written processes and/or protocols used to collect surveillance data from multiple sources and to review and analyze the data. **Yes**

**Q43** If yes, how are the data collected? (Select all that apply) **Fax, Emails, Electronic data, Phone calls**

**Q44** Requirement 2: My department has written processes and/or protocols that (1) specify which surveillance data are confidential and (2) assure the confidential data are maintained and handled in a secure confidential manner. **No**

**Q45** If yes, please upload the protocol. **Respondent skipped this question**

**Q46** If no, is the protocol in development? **Yes**

**Q47** Requirement 3: My department has a 24/7 contact system or protocol to collect data from those who report data to my department. **Yes**

**Q48** If yes, how does your department collect the data 24/7? (Select all that apply) **A designated telephone line (voice or fax), Email address, Health department's website, Designated contact person or a list of contacts**

**Q49** Requirement 4: My department regularly uses the state DPH surveillance systems. **Yes**

**Q50** If yes, which surveillance systems do your department use? (Select all that apply) **CTSITE (childhood lead), CTEDSS (reportable diseases), CTEPHT (private well, healthy homes)**

**Q51** How many staff have been trained to use any of the state surveillance systems?

2

Page 10: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q52** Requirement 1: My department has been involved in the collection of primary quantitative data in addition to surveillance data.

Yes

**Q53** If yes, how has your department collected primary quantitative data? (Select all that apply)

Surveys of target groups ,  
 Vital records,  
 Inspection data,  
 Data collected for community health assessment

**Q54** Requirement 2: My department has been involved in the collection of primary qualitative data.

Yes

**Q55** If yes, how your department has been involved in the collection of primary qualitative data? (Select all that apply)

Open ended survey questions ,  
 Listening sessions ,  
 Stakeholder interviews

**Q56** Requirement 3: My department uses standardized data collection instruments to collect quantitative or qualitative data.

Yes

Page 11: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q57** Requirement 1: My department analyses various types of data and draws conclusions.

Yes

**Q58** If yes, do the analyses of the data include the following? (Select all that apply)

Defined timelines,  
 Description of the analytic process used to analyze the data ,  
 Comparison of the data to other local agencies, the state or nation ,  
 Time/trend analysis ,  
 Primary and secondary data from multiple sources

**Q59** Requirement 2: My department shares data and data analyses.

Yes

**Q60** If yes, with whom does you department share the data and data analyses? (Select all that apply)

Internal staff ,  
 Public Health Partners,  
 Elected officials ,  
 Department of Public Health or other state entities ,  
 Residents,  
 Media

Page 12: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q61** Requirement 1: My department has used data to develop policies, processes, programs or interventions or to revise or expand existing policies, processes, programs or interventions. **Yes**

**Q62** If yes, how has the department used data? (Select all that apply) **Local ordinances, Licensing/Permitting Program, Health Promotion Programs**

Page 13: 10 ES - #1 Monitor health status to identify and solve community health problems

**Q63** Requirement 1: My department provides summaries or fact sheets of community health data. **Yes**

**Q64** If yes, who are the summaries/fact sheets shared with? (Select all that apply) **Residents, Public health partners, Community groups, Key stakeholders, Other local health departments, Elected officials, Media**

Page 14: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q65** Requirement 1: My department has a written protocol that includes a procedure for conducting investigations of suspected or identified health problems and environmental and occupational public health hazards. **Yes**

**Q66** If yes, for which of the following entities does the protocol delineate the assignment of responsibilities? (Select all that apply) **Internal staff, Contractors/consultants, Other local health departments (MOU), DPH (Food, Asbestos, SSDS), Other state agencies (DEEP, DCP)**

Page 15: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q67** Requirement 1: My department conducts audits or programmatic evaluations (e.g., After Action Report) of investigations to ensure capacity to respond to outbreaks of infectious disease. **Yes**

**Q68** Requirement 2: My department has a written report or other documentation of a completed investigation of a non-infectious health problem or hazard. **Yes**

Page 16: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q69** Requirement 1: My department has a tracking log or audit on investigations that includes reporting lab test results and investigation results. **Yes**

**Q70** If yes, how does your department track investigations? (Select all that apply) **Tracking log, State surveillance systems (CTEDSS, CTSITE, CTEPHT- also known as MAVEN)**

Page 17: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q71** Requirement 1: My department has written protocols for the containment/mitigation of health problems and hazards. **Yes**

**Q72** If yes, does the protocol(s) include? (Select all that apply) **Mitigation, Contact management, Communication with the public health laboratory**

Page 18: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q73** Requirement 1: My department has infectious disease outbreak protocols that describe the process for determining when the EOP will be implemented. **No**

**Q74** If yes, please upload the protocol. **Respondent skipped this question**

**Q75** If no, is the protocol in development? **Yes**

**Q76** Requirement 2: My department has protocols that specifically address environmental public health hazards and that describe the process of determining when the EOP will be implemented. **No**

**Q77** If yes, please upload the protocol. **Respondent skipped this question**

**Q78** If no, is the protocol in development? **Yes**

**Q79** Requirement 3: My department has cluster evaluation protocols describing the process for determining when the EOP will be implemented. **No**

**Q80** If yes, please upload the protocol. **Respondent skipped this question**

**Q81** If no, is the protocol in development? **No**

Page 19: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community



**Q82** Requirement 1: My department has a written description of how it determines if an event has risen to the level of significance requiring an AAR. **Yes**

**Q83** If no, is the documentation in development? **Respondent skipped this question**

**Q84** How many drills and exercises did your department conduct or participate in the last fiscal year?

3

**Q85** How many real world public health events did your department respond to in the last fiscal year?

0

**Q86** How many were significant that required the development of an AAR?

0

Page 20: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

**Q87** Requirement 1: My department has policies and procedures outlining how the department maintains 24/7 access to support services in emergencies. **Yes**

**Q88** If no, are the policies and procedures in development? **Respondent skipped this question**

**Q89** Requirement 2: My department has a call down list that is used to contact epidemiological and environmental local public health resources. **Yes**

**Q90** If yes,

When was the call down list last tested?

**June 2019**

What was the response time?

**Two minutes and five seconds**

**Q91** Requirement 3: My department has a written policy or procedure to assure 24/7 access to laboratory services. **No**

**Q92** If yes, please upload the protocol. **Respondent skipped this question**

**Q93** If no, is the policy/procedure in development? **Yes**

**Q94** Requirement 4: My department has protocols for handling and submitting of specimens. **No**

**Q95** If yes, please upload the protocol. **Respondent skipped this question**

**Q96** If no, is the policy/procedure in development? **Yes**

Page 21: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

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<b>Q97</b> Requirement 1: My department has a protocol, procedure or policy that identifies support personnel (within or outside the department) who will be called on to provide surge capacity.	Yes
<b>Q98</b> If no, is the protocol/procedure/policy in development?	Respondent skipped this question
<b>Q99</b> Requirement 2: My department has staffing lists for surge capacity which includes both the staffing needed for a surge response and how staff will fill those needs.	Yes
<b>Q100</b> If yes, how are staff notified if they are needed for surge capacity? (Select all that apply)	Email, Call down, Text
<b>Q101</b> Requirement 3: My department has a document detailing the availability of equipment (transportation, field communications, personal protective equipment (PPE), etc.) to support a surge.	Yes
<b>Q102</b> If no, is the document in development?	Respondent skipped this question
<b>Q103</b> Requirement 4: My department has a schedule for training or exercises to prepare personnel who will serve in surge capacity (e.g., ICS or PPE).	Yes
<b>Q104</b> If no, is the schedule in development?	Respondent skipped this question
<b>Q105</b> Requirement 5: My department has a list and description of contracts, MOAs/MOUs, and/or mutual assistance agreements providing addition staff and services, including laboratory services, for surge capacity.	Yes

Page 22: 10 ES - #2 Diagnose and investigate health problems and health hazards in the community

<b>Q106</b> Requirement 1: My department has a communication protocol to contact staff, health care providers, response partners, the media and others, 24/7.	No
<b>Q107</b> If yes, please upload the protocol.	Respondent skipped this question
<b>Q108</b> If no, is the protocol in development?	Yes
<b>Q109</b> Requirement 2: My department provides information to partners and the public about how to contact the health department to report a public health emergency, risk, problem, or environmental or occupational public health hazard.	Yes
<b>Q110</b> If yes, how does your department inform partners and the public? (Select all that apply)	Web page, Press release/media, Distribution of printed materials (brochures, flyers, factsheets)

**Q111** Requirement 3: My department's partners and the public can contact the health department 24/7. **Yes**

**Q112** If yes, how does the public and partners contact your department 24/7? (Select all that apply) **Police dispatch, 24/7 phone number, Email**

**Q113** Requirement 4: My department has established or participates in a Health Alert Network (HAN) or similar system that receives and issues alerts 24/7. **Yes**

**Q114** If yes, how often does your department test the system? **Respondent skipped this question**

**Q115** Requirement 5: My department provides information to the public and uses the media to communicate information to the public during a public health emergency. **Yes**

**Q116** If yes, how does your department provide information and use the media to communicate information to the public? (Select all that apply) **Web page, Distribution of printed materials (brochures, flyers, factsheets), Email listservs, Press release, Public service announcement**

Page 23: 10 ES - #3 Inform, educate, and empower people about health issues

**Q117** Requirement 1: My department has provided information to the public on health risks, health behaviors, disease prevention, or wellness. **Yes**

**Q118** If yes, how has your department provided information to the public? (Select all that apply) **Press release, Media communications, Brochure, Public service announcement**

**Q119** Requirement 2 **Yes**

**Q120** If yes, were the health promotion strategies? (Select all that apply) **Focused on social and environmental factors, Implemented in collaboration with stakeholders, partners, and the community**

**Q121** If yes, what types of health promotion strategies were developed and implemented or sustained? (Select all that apply)

Farmers markets,  
 Biking pathways,  
 Media campaigns,  
 Radon test kits

Page 24: 10 ES - #3 Inform, educate, and empower people about health issues

**Q122** Requirement 1: My department has assessed health inequity across the jurisdiction within the last five years. **No**

**Q123** If yes, does the assessment include? (Select all that apply) **Respondent skipped this question**

Page 25: 10 ES - #3 Inform, educate, and empower people about health issues

**Q124** Requirement 1: My department has a policy, plan or strategy for branding. **No**

**Q125** If yes, does the branding policy, plan or strategy? (Select all that apply) **Respondent skipped this question**

**Q126** If no, is the policy, plan or strategy in development? **Yes**

Page 26: 10 ES - #3 Inform, educate, and empower people about health issues

**Q127** Requirement 1: My department has external communication procedures or protocols. **No**

**Q128** If yes, does the external communication procedures or protocols include? (Select all that apply) **Respondent skipped this question**

**Q129** If yes, please upload the procedure or protocol. **Respondent skipped this question**

**Q130** If no, is the protocol in development? **Yes**

Page 27: 10 ES - #3 Inform, educate, and empower people about health issues

**Q131** Requirement 1: My department has a risk communication plan, protocol or procedure. **No**

**Q132** If yes, does the risk communication plan, protocol or procedures? (Select all that apply) **Respondent skipped this question**

**Q133** If yes, please upload the plan, protocol or procedure. **Respondent skipped this question**

**Q134** If no, is the plan, protocol or procedure in development? **Yes**

Page 28: 10 ES - #3 Inform, educate, and empower people about health issues

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**Q135** Requirement 1: My department maintains a website or web page to inform the public about public health issues. **Yes**

**Q136** If yes, my department's website or web page has the following information: (Select all that apply)

- 24/7 contact number for reporting health emergencies** ,
- Notifiable/reportable conditions link or contact number,**
- Health data,**
- Links to public health-related news** ,
- Information and materials from program activities** ,
- Links to CDC and other public health-related federal, state, or local agencies, as appropriate** ,
- The names of the Director of Health and leadership team**

Page 29: 10 ES - #3 Inform, educate, and empower people about health issues

**Q137** Requirement 1: My department has demographic data defining ethnic distribution and languages in the jurisdiction. **Yes**

**Q138** Requirement 2: My department has access to staff or contractors who provide interpretation, translation or specific communication services. **Yes**

**Q139** If yes, how does your department provide interpretation, translation or specific communication services? (Select all that apply)

- Bi-lingual or multi-lingual staff** ,
- Translation services/contractors**

Page 30: 10 ES - #4 Mobilize community partnerships and action to identify and solve health problems

**Q140** Requirement 1: My department has been an active member of a community partnership(s) or coalition(s) to improve the health of the community. **Yes**

**Q141** If yes, what sectors of the community do the members of the partnership(s) or coalitions(s) represent? (Select all that apply)

- School systems,**
- Hospitals/Community Health Centers,**
- Social service organizations** ,
- Local government agencies** ,
- Not-for-profit organizations**

**Q142** If yes, which health issue(s) are being addressed in the community partnership(s) or coalition(s)? (Select all that apply)

- Childhood injury prevention** ,
- Housing,**
- Parks and recreation**

**Q143** Requirement 2: My department has made a change in a policy or created or revised a program that was implemented through the work of the partnership(s) or coalitions(s).

Yes

**Q144** If yes, what policy change or revision was implemented? (Select all that apply)

**Improvement of neighborhoods and the physical environment (e.g., increase in the number of bike path miles, parks, playgrounds, green spaces)**

,

Other, please describe:

Code enforcement permitting requirement changes relative to Lead base paint and building addition/change in use.

Page 31: 10 ES - #4 Mobilize community partnerships and action to identify and solve health problems

**Q145** Requirement 1: My department engages with the community as a whole or with specific populations that will be affected by a policy or strategy.

Yes

**Q146** If yes, which sectors of the community has your department engaged? (Select all that apply)

**Senior Citizens,**  
**Service providers, i.e., tattoo artists, salon owners, nail technicians, massage therapists, food establishment owners and workers**

**Q147** Requirement 2: My department communicates and collaborates with the governing entity, advisory board and/or elected officials concerning public health policy or strategy at least quarterly.

Yes

**Q148** If yes, how does your department communicate and collaborate? (Select all that apply)

**Meetings,**  
**Fact sheets,**  
**Emails**

Page 32: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q149** Requirement 1: My department monitors and tracks the public issues being discussed by my department's governing entity, elected officials, individuals and/or other entities that set policies and practices that impact the health department or public health.

Yes

**Q150** If yes, how is your department monitoring and tracking issues? (Select all that apply)

**Meeting agendas and minutes** ,  
**Newsletters,**  
**Legislative Reports/Summaries** ,  
**Professional organizations (CADH, CEHA)**

Page 33: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q151** Requirement 1: My department has contributed to the formal discussions concerning public policy and practice and its impact on public health.

Yes

**Q152** If yes, how has your department contributed to the discussions? (Select all that apply)

Media statements  
Fact sheets

Page 34: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q153** Requirement 1: My department has informed policy makers and/or the public about potential health impacts of policies that are being considered or in place.

Yes

**Q154** If yes, how has your department informed policy makers and/or the public? (Select all that apply)

Distribution of emails, briefing statements or reports on policy impacts  
,  
Meetings/discussions of policy issues and impacts  
Presentation of evaluation or assessments of current and/or proposed policies

Page 35: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q155** Requirement 1: My department has a community health improvement plan (CHIP) dated within the last five years.

No

**Q156** If yes, does the CHIP include the following? (Select all that apply)

Respondent skipped this question

**Q157** If yes, please attach the CHIP or provide the web link.

Respondent skipped this question

**Q158** Web link/URL

Respondent skipped this question

**Q159** If no, where is your department in the process? (Select one)

My department has begun planning for a CHIP

Page 36: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q160** Requirement 1: My department has a tracking process to document actions taken toward the implementation of the CHIP.

Respondent skipped this question

**Q161** Requirement 2: My department and/or my partners have implemented some areas of the CHIP.

Respondent skipped this question

**Q162** If yes, what area has been implemented and by whom? (Provide one example)

Respondent skipped this question

Page 37: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q163** Requirement 1: My department has a strategic plan dated within the last five years.

No

**Q164** If yes, does the plan include? (Select all that apply)

Respondent skipped this question

**Q165** If no, where is your department in the process? (Select one) **My department has begun planning for a strategic plan**

Page 38: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q166** Requirement 1: Since the strategic plan's adoption, my department has reviewed the plan and has monitored and assessed progress towards reaching the goals and objectives. **Respondent skipped this question**

Page 39: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q167** Requirement 1: My department participates in preparedness meetings with other government agencies, local health departments and health care providers. **Yes**

**Q168** Requirement 2: My department has conducted drills or exercises or responded to real events that tested components of the All Hazards EOP within the last five years. **Yes**

**Q169** If yes, did your department develop an AAR after the emergency or drill/exercise? **Yes**

**Q170** Requirement 3: As a result of an exercise, drill or real event, my department has revised the All Hazards EOP. **Yes**

Page 40: 10 ES - #5 Develop policies and plans that support individual and community health efforts

**Q171** Requirement 1: My department has a public health emergency response plan that is dated within the last five years. **Yes**

**Q172** If yes, does your department's public health EOP include? (Select all that apply) **The health department staff responsible for coordinating a response**, **The roles and responsibilities of the health department and its partners**, **A health department communication network that addresses communication with other members of emergency networks or organizations that are also responders; or an emergency communication plan.**, **How the health department will manage continuity of operations during an emergency**

**Q173** Requirement 2: Within the last five years, my department has tested the public health EOP through drills and exercises. **Yes**

**Q174** If yes, did your department complete an AAR the drills or exercises? **Yes**

**Q175** Requirement 3: My department has revised the public health EOP based on AARs. **Yes**

Page 41: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety



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**Q176** Requirement 1: My department reviews regulations, statutes, and ordinances for their public health implications. **Yes**

**Q177** If yes, when reviewing laws, does your department? (Select all that apply)

- Consider evidence-based practices, promising practices**
- Consider the impact on health equity**
- Use model public health laws, checklists, templates or some other standard outline or guide**
- Solicit input from key partners and stakeholders**
- Collaborate with other municipal departments, Tribes, state health department**

**Q178** Requirement 2: My department has access to legal counsel as needed. **Yes**

Page 42: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q179** Requirement 1: My department provides advice and recommendations to the governing entity and/or elected officials on the public health impact of new laws and changes to current laws. **Yes**

**Q180** If yes, how does your department provide advice and recommendations? (Select all that apply)

- Talking points,**
- Fact sheets,**
- Meetings**

Page 43: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q181** Requirement 1: My department's staff have been trained in laws related to their job responsibilities within the past two years. **Yes**

**Q182** If yes, on which laws have staff received training? (Select all that apply)

- Food,**
- Lead,**
- Infectious disease (e.g., TB, STD, immunizations)**
- Subsurface sewage disposal systems**
- Housing, hoarding, blight,**
- Uniform relocation Act**
- Legal orders**
- Disaster response/emergency preparedness,**
- Surveillance/outbreak investigations**

**Q183** Requirement 2: My department ensures consistent application of public health laws. **Yes**

**Q184** If yes, how does your department ensure the consistent application of public health laws? (Select all that apply)

Internal audits  
 Enforcement documents or logs,  
 Communications with other agencies

Page 44: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q185** Requirement 1: My department has information concerning public health related laws available to the public. **Yes**

**Q186** If yes, how is your department providing information concerning public health related laws? (Select all that apply)

Website,  
 Flyers/Brochures,  
 Information/training session,  
 Email or fax  
 Phone conversations

**Q187** Requirement 2: My department has information about permit/license applications available to the public. **Yes**

**Q188** If yes, how is your department providing information about permit/license applications? (Select all that apply)

Website,  
 Flyers/Brochures,  
 Information/training session,  
 Email or fax  
 Regular mail,  
 Phone conversations

Page 45: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q189** Requirement 1: My department provides information or education to regulated individuals or entities about their responsibilities related to public health laws. **Yes**

**Q190** If yes, how is your department providing information or education to regulated individuals or entities? (Select all that apply)

Website,  
 Flyers/Brochures,  
 Information/training session,  
 Email or fax  
 Regular mail,  
 Phone conversations

Page 46: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q191** Requirement 1: My department has local ordinances/regulations for conducting enforcement actions. **Yes**

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**Q192** If yes, what types of ordinances/regulations? (Select all that apply) Other (please describe):  
Defers to State Public Health Code/Regulations and State Statutes

**Q193** Please provide a link to where these ordinances can be found: Respondent skipped this question

**Q194** Requirement 2: My department has a written procedure or protocol (e.g. decision tree) for enforcement program areas. No

**Q195** If yes, please upload the protocol. Respondent skipped this question

**Q196** If no, is the protocol in development? Yes

Page 47: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q197** Requirement 1: My department maintains a database or log of inspection reports with action taken, current status, follow-up, return inspections, and final results/closure. Yes

**Q198** If yes, what is/are the database(s) or log(s)? (Select all that apply) Infectious disease (CTEDSS - MAVEN) ,  
Access database,  
Spreadsheet,  
Childhood Lead (CTSIT - MAVEN) ,  
Inspection software

Page 48: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q199** Requirement 1: My department has a database or log of actions related to investigations and complaints. Yes

**Q200** If yes, does the database or log document? (Select all that apply) An analysis of the situation ,  
Actions taken ,  
Meetings,  
Hearings,  
Official communications ,  
Notice of violations ,  
Legal orders ,  
Compliance plans

Page 49: Copy of page: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

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**Q201** Requirement 1: My department analyzes the information in the database or log of investigations and complaints. **Yes**

**Q202** If yes, does your department analyze the data for? (Select all that apply) **Statutory requirements, Performance improvement for the enforcement program**

**Q203** Requirement 2: My department conducts debriefings or other methods to evaluate what worked well, to identify problems and recommends changes in the investigation/response procedure to the enforcement protocols or procedures. **Yes**

Page 50: 10 ES - #6 Enforce laws and regulations that protect health and ensure safety

**Q204** Requirement 1: My department has a protocol for notifying other agencies and the public of enforcement activities. **Yes**

**Q205** If yes, how does your department notify other agencies and the public of enforcement activities? (Select all that apply) **Conference calls, Emails, Correspondence, Press release, Reports, MOUs and MOAs with other agencies for sharing information on enforcement activities**

**Q206** If no, is the protocol in development? **Respondent skipped this question**

Page 51: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q207** Requirement 1: My department participates in a collaborative process to assess the availability of health care services to the population. **Yes**

**Q208** If yes, with whom does your department collaborate to assess the availability of health care services? (Select all that apply) **Health care providers, Social service organizations, Specific populations who may lack health care and/ or experience barriers to service (e.g., disabled, non-English speaking)**

**Q209** If yes, do you maintain documentation (agendas, minutes, rosters) of the collaborative process/meetings? **No**

**Q210** Requirement 2: My department shares public health data for assessment and planning purposes. **Yes**

**Q211** If yes, how does your department share the data? (Select all that apply) **Reports, Emails, MOUs or contracts**

**Q212** Requirement 3: My department assesses emerging issues that may impact access to care. **No**

**Q213** If yes, please provide an example of an emerging issue. **Respondent skipped this question**

Page 52: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q214** Requirement 1: My department has a process for identifying populations who lack access to health care. **Yes**

**Q215** If yes, how are the populations identified? (Select all that apply) **Community groups, Public Health Partners,**  
Other (please describe):  
Social Services; Police

**Q216** Requirement 2: My department has a report or has developed a report that identifies populations who experience barriers to health care services. **No**

**Q217** If yes, in the report, are the populations who experience barriers identified by the following? (Select all that apply) **Respondent skipped this question**

Page 53: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q218** Requirement 1: My department has a process used to identify gaps in health care services and barriers to health care services. **No**

**Q219** If yes, how are the gaps in health care services and barriers to care identified? (Select all that apply) **Respondent skipped this question**

**Q220** Requirement 2: My department has a report or developed a report of analysis of data from various sources that identify and describe gaps in access to health care services and barriers to health care services in my jurisdiction. **No**

**Q221** If yes, does the report include? (Select all that apply) **Respondent skipped this question**

Page 54: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q222** Requirement 1: My department participates in a collaborative process for developing strategies to improve access to health care. **Yes**

**Q223** If yes, what strategies has the coalition developed to improve access to health care services and reduce barriers to care? (Select all that apply) **Linking individuals with needed and convenient services** ,  
Other (please describe):  
Partnering with Social Services and the VNA to identify and address access to health care when/where warranted.

Page 55: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

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**Q224** Requirement 1: My department has collaboratively implemented strategies to improve access to health care services for those who experience barriers. **Yes**

**Q225** If yes, what strategies have been implemented to improve access to health care services? (Select all that apply) **Coordination of service programs to optimize access (e.g., WIC, immunizations, and lead testing)**  
,  
**Contractual arrangements with local VNA services**

Page 56: 10 ES - #7 Link people to needed personal health services and assure the provision of health care

**Q226** Requirement 1: My department has initiatives to ensure that access and barriers are addressed in a culturally competent manner and take into account cultural, language and low literacy barriers. **No**

**Q227** If yes, what are some of the initiatives? (Select all that apply) **Respondent skipped this question**

Page 57: 10 ES - #8 Assure competent public and personal health care workforce

**Q228** Requirement 1: My department actively promotes public health as a career choice. **Yes**

**Q229** If yes, how? (Select all that apply) **Collaboration with a school or college of public health to host interns/volunteers**  
,  
**Guest lecturing at a college**,  
**Making presentations to students about public health and public health careers**

Page 58: 10 ES - #8 Assure competent public and personal health care workforce

**Q230** Requirement 1: My department has a workforce development plan. **No**

**Q231** If yes, does the workforce development plan? (Select all that apply) **Respondent skipped this question**

**Q232** If no, is the plan in development? **Yes**

**Q233** Requirement 2: My department has implemented its workforce development strategies. **No**

**Q234** If yes, what workforce development strategies have been implemented? (Select all that apply) **Respondent skipped this question**

Page 59: 10 ES - #8 Assure competent public and personal health care workforce

**Q235** Requirement 1: My department ensures a competent workforce. **Yes**

**Q236** If yes, how does your department ensure a competent workforce? (Select all that apply)

- Staff retention activities (e.g., employee satisfaction survey results, needs assessments of work environment, reward and recognition programs, career ladders, promotion opportunities, and supervisor mentoring programs)
- ,
- Job descriptions and requirements for specific certifications, skills, training, experience and education
- ,
- Protocol/process to verify staff qualifications
- ,
- Documents that the qualifications have been verified for all staff hired in the past 2 years

Page 60: 10 ES - #8 Assure competent public and personal health care workforce

**Q237** Requirement 1: My department documents staff's completion of their professional development activities. **Yes**

**Q238** If yes, what types of professional development activities? (Select all that apply)

- Continuing education for certifications/licenses
- ,
- Training opportunities (e.g., HIPAA, emergency response, methods for the presentation of data, health equity, and communications)
- ,
- Mentoring,
- Tuition reimbursement/time-off for classes

**Q239** Requirement 2: My department provides leadership and/or management development training programs. **Yes**

**Q240** If yes, what type of leadership and/or management development training programs? (Select all that apply) **Meetings and conferences**

**Q241** Requirement 3: My department provides an environment in which employees are supported in their jobs. **Yes**

**Q242** If yes, how does your department provide a supportive environment? (Select all that apply)

- Supporting staff's regulatory work, which can be met with resistance
- ,
- Seeking staff input on professional development goals
- ,
- Providing professional development opportunities
- ,
- Providing tuition reimbursement

Page 61: Copy of page: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and

**Q243** Requirement 1: My department has adopted a performance management system with input from staff and leadership. **No**

**Q244** If yes, does the performance management system include? (Select all that apply) **Respondent skipped this question**

**Q245** If no, is the department in the process of adopting a system? **Yes**

Page 62: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q246** Requirement 1: My department has a committee or team that is responsible for implementing the performance management system. **Respondent skipped this question**

**Q247** If yes, does the committee or team? (Select all that apply) **Respondent skipped this question**

**Q248** If yes, for which area(s) has the performance management system been implemented? (Select all that apply) **Respondent skipped this question**

Page 63: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q249** Requirement 1: My department collects, analyzes, and draws conclusions from feedback from different customer groups. **Yes**

**Q250** If yes, what groups have you surveyed? (Select all that apply) **Food establishment owners, Tradespeople, General public**

**Q251** Requirement 2: My department has implemented changes/improvements based on the customer feedback. **Yes**

**Q252** If yes, what is one (1) change that your department has implemented?

Annual presentation to Realtors Association on Code changes and updates along with questions and answers session.

Page 64: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q253** Requirement 1: My department provides staff development in performance management. **Yes**

**Q254** If yes, how does your department provide staff development in performance management? (Select all that apply) **Webinars, Training materials**

Page 65: 10 ES - #9 Evaluate effectiveness, accessibility, and quality of personal and population-based health

**Q255** Requirement 1: My department has a written quality improvement (QI) plan that is dated within five years. **No**

**Q256** If yes, does the QI plan address the following? (Select all that apply) **Respondent skipped this question**

**Q257** If no, where is your department in the process? (Select one) **My department has not begun a QI plan**

Page 66: 10 ES -#9 Evaluate effectiveness, accessibility, and quality of personal and population-based health



**Q258** Requirement 1: My department has documentation of implemented quality improvement activities based on the QI plan. **Respondent skipped this question**

**Q259** If yes, did the documented QI activities include the following? (Select all that apply) **Respondent skipped this question**

Page 67: 10 ES - #10 Research for new insights and innovative solutions to health problems

**Q260** Requirement 1: My department has incorporated an evidence based or promising practice in a process, program or intervention. **No**

**Q261** If yes, what is/are the source(s) of the evidence-based or promising practice? (Select all that apply) **Respondent skipped this question**

**Q262** If yes, please upload or describe one promising practice implemented. **Respondent skipped this question**

**Q263** Promising practice description **Respondent skipped this question**

Page 68: 10 ES - #10 Research for new insights and innovative solutions to health problems

**Q264** Requirement 1: My department has communicated research findings and their public health implications to stakeholders, other health departments, other organizations, and/or the public. **Yes**

**Q265** If yes, describe the research.

Well water contamination from Uranium, Arsenic

**Q266** If yes, with whom did your department communicate the research findings? (Select all that apply)

**Elected/appointed officials** ,

**Local agencies/departments,**

**Regulated/licensed entities (food service establishments, salons, etc.)**

,

**General public**

Page 69: 10 Essential Services Certification

**Q267** The Director of Health ensures that the provisions of a basic health program, as per CGS Section 19a-207a, are being provided to the community and that the information included in this report is accurate and true to the best of his/her knowledge. **Yes**