

<b>WCHO</b>		<i>Policy and Procedure</i>	
		<i>Health Promotion &amp; Disease Prevention</i>	
Department: Health & Safety Author: Virginia Koster & Elizabeth Skrzypek		Local Policy Number (if used)	
Revision Date 3/23/06	Approval Date 7/16/06	Implementation Date	
<b>Archive Information</b>			
Date:			
Reason:			

**I. PURPOSE**

The Washtenaw Community Health Organization systematically incorporates health promotion and disease prevention into the continuum of integrated health care services, for consumers of mental health and substance abuse services. The WCHO uses a comprehensive framework that addresses needs of consumers, primary care partners, network providers, and staff. The approach is to:

1. Work collaboratively with primary health care partners, network providers, staff and consumers;
2. Identify preventive measures, interventions needed, and improvements in clinical care via consumer health assessment in the person centered plan;
3. Encourage and support evidence based practice programs and/or guidelines as a standard of practice by primary care partners and network providers;
4. Provide outcome evaluation to primary care partners, network providers, and staff;
5. Encourage and support consumers to make regular contact with their primary care providers and follow through with recommended care.

**II. POLICY**

It is the policy of the WCHO to:

1. Ensure that health conditions identified in the person centered plan are addressed by providing linkages to local primary care clinics so that effective and appropriate health promotion and disease prevention services are provided;
2. Provide broad health education and promotion information and activities to encourage regular physical activity, health eating and smoking cessation;
3. Ensure consumers have access to current information about health services in their locale;
4. Ensure that health promotion and disease management activities that are provided are done so in a culturally competent fashion by staff;
5. Encourage and support the use of evidence based practices in the delivery of health care to a vulnerable population;
6. Ensure that protected health information is managed in accordance federal, state and departmental standards of privacy.

### III. APPLICATION

This policy applies to Washtenaw County WCHO primary care partners, staff, contract providers and consumers.

### III. DEFINITIONS

Disease Prevention: Measures not only to prevent the occurrence of disease, such as risk factor reduction, but also to arrest its progress and reduce its consequences once established.

Health Promotion: the process of enabling people to increase control over, and to improve their health.

Health Promotion Team: Identified as representatives from Member Services, Washtenaw Health Plan, Public Health, CSTS, at least one consumer, and the WCHO Coordinator of Integrated Health and any interested primary care providers in the community.

Primary Prevention: Preventing an illness or injury from occurring before it exists including the reduction of risk factors such as smoking cessation to prevent lung cancer or sex education to reduce sexually transmitted diseases, and environmental exposures, such as reducing ambient lead to prevent intellectual impairment. This category also includes health service interventions, such as vaccinations, or preventive therapy tools, such as fluoridated water supplies or dental sealants.

Secondary Prevention: Early identification of illness or injury, before further damage or disease spread occurs including early detection such as mammography, and contract tracing for detecting and treating persons with sexually transmitted diseases.

Tertiary Prevention: Promoting the treatment, self-care and social conditions that promote the highest quality of life within disease or disability to minimize morbidity and maximize quality of life, such as rehabilitation from injuries. It also includes preventing secondary complications among individuals with disabilities, such as shoulder overuse syndrome among wheelchair users or pressure ulcers among those confined to bed.

Social, economic or biological status, behaviors or environments which are associated with or cause increased susceptibility to a specific disease, ill health, or injury.

Risk Factor: Risk Behavior: Specific forms of behavior that are proven to be associated with increased susceptibility to a specific disease or ill health.

Socio-Ecological Model: A view that recognizes the interwoven relationship that exist between an individual and their environment with 1) the individual in the center of a circle and concentric circles around the individual represented as 2) interpersonal relationships; 3) organizations; 4) the community; and 5) the role of public policy.

### V. EXHIBITS

A. Brief Survey

## VI. REFERENCES

Reference:	Check if applies:	Standard Numbers:
42 CFR Parts 400 et al. (Balanced Budget Act)		
45 CFR Parts 160 & 164 (HIPPA)	√	
42 CFR Part 2 (Substance Abuse)		
Michigan Mental Health Code Act 258 of 1974	√	
JCAHO- Behavioral Health Standards		
MDCH Medicaid Contract		
MDCH Substance Abuse Contract		
Michigan Medicaid Provider Manual		
PIHP Policy Review Schedule		
Policy Tracking Form		
WHO Definitions: <a href="http://www.blueskies.enta.net/page 8.html">http://www.blueskies.enta.net/page 8.html</a>		
Glossary of Terms used in Health for All series. WHO, Geneva, 1984		
Ottawa Charter for Health Promotion. WHO, Geneva, 1986		
Search for "prevention guidelines": <a href="http://www.cdc.gov/">http://www.cdc.gov/</a>		
Right to be Treated with Dignity and Respect		
Non-discrimination of Provision of Services		
WCHO Policy, <u>Person Centered Plan</u>		
Washtenaw Health Improvement (HIP) Team		
Coordination of Care Policy.Regional		

## VII. PROCEDURES

### WHO

### DOES WHAT

Health Promotion Team

1. The health promotion team is made up of stakeholders from CSTS, Public Health, WHP, WCHO, partner primary care clinics, consumers and interested parties.
2. The team coordinates and assists in WCHO health promotion and disease prevention activities including sharing

information, materials, and resources based on needs of the targeted population, or individuals, in order for informed choices about care and treatment.

3. Promoting health includes:
  - a. Providing health promotion and disease prevention interventions that address the whole person, thereby supporting physical and mental health, substance abuse, recovery, and self-care and personal responsibility themes.
  - b. Providing consumers with health promotion and disease prevention materials that address primary, secondary, and tertiary levels of prevention via (a) web-based, electronic and/or written materials disseminated regularly; (b) newsletters, articles; (c) displays or presentations at events such as public hearings, health fairs, or special meetings.
  - c. Creating an integrative health system of care in Washtenaw County by developing partnerships with local partner primary care clinics who share in the care of mutual consumers.
  - d. Developing capacity for primary care evaluation, linkage with community services and basic medical services to CSTS consumers via a nurse practitioner program in CSTS.
  - e. Implementing best practice programs, clinical tools or guides as appropriate.
  - f. Recognizing the Socio-Ecological Model of health promotion, and furthermore recognize partners in the delivery network, with whom to work collaboratively and collectively to promote positive outcomes for safety net, vulnerable citizens in the County.
  - g. Participating in the Washtenaw County Health Improvement Plan collaboration which includes community assessment and response to local health promotion and disease prevention priorities.
  - h. Developing materials that are culturally sensitive and aware of the needs of the population served.
  - i. Reporting to Senior Management Team of the WCHO at least once per year.

Clinical Staff

1. The clinical care staff identifies the health needs of a targeted population or individual consumer including those assessed at initial and annual personal health review in the person centered planning process.
2. The clinical staff addresses health needs by:
  - a. Linking consumer with primary care physician, or other appropriate resource, as permitted by a signed release of information;
  - b. Following up to ensure that successful linkage and follow through occurs;
  - c. Collaborating with health promotion team to obtain and disseminate culturally sensitive educational materials to consumers
  - d. Encouraging consumers to participate in regular physical activity, healthy eating and smoking cessation.

WCHO Senior Management Team

1. Identifies services needs, gaps and improvement opportunities in collaboration with the health promotion team. The health promotion team reports at least annually to the WCHO senior management team.

## BRIEF SURVEY

The attached WCHO Health Promotion and Disease Prevention Policy has been recently revised and approved by the Board.

It is requested that you please review it with your staff and determine if you will be able to implement portions that apply to you by 30 days from receipt of this information. We would be happy to assist you or discuss any specific provisions in the policy upon request. Contact Virginia Koster at 544-3082 or at [kosterv@ewashtenaw.org](mailto:kosterv@ewashtenaw.org) for any follow up on integrated services, health promotion or disease management interventions.

Please respond to the following:

1. The policy is clear and we will be able to implement or plan to implement within the next 30 days.

yes  no  need clarification and will contact WCHO.

2.  We will not be able to implement some portions of the policy as described below:

3.  This policy does not apply to us, but thank you for the information.

4.  We will contact you to discuss.

5.  Other:

Please print

Agency or Team Name: \_\_\_\_\_

Date: \_\_\_\_\_

Contact information phone: \_\_\_\_\_ or

email: \_\_\_\_\_

Please return this survey to:

Virginia Koster, MSW

Washtenaw Community Health Organization

555 Towner II #175

Ypsilanti, Michigan 48197

or at the email address listed above