

Cover Sheet for Example Documentation

Please complete the following form and submit along with your documentation. If you have any questions, please email us at accreditation@astho.org.

The following documentation has been submitted to ASTHO for the Accreditation Library as a potential example of Health Department documentation that might meet the **PHAB Domain 3 Standard 3.1 Measure 3.1.2A**

This document is not intended to be a template, but is a reference as state health agencies develop and select accreditation documentation specific to the health department's activities.

Please note that the inclusion of documentation in this library does not indicate official approval or acceptance by PHAB.

Document Title:	ADH OMHHD SU Campaign Pre & Post Survey Instrument & Results*						
Document Date:	2012-2014						
Version of Standards and Measures Used: 1.0							
Related PHAB Standard and Measure Number: 3.1.2A							
Domain:	3	Standard:	3.1	Measure:	3.1.2A	Required Documentation:	2.1
<p>Short description of how this document meets the Standard and Measure's requirements:</p> <p>This document contains examples of pre- and post-survey instruments and survey results to demonstrate that feedback was obtained from the target audience to develop the contents of the Sisters United (SU) Campaign. The objective of the SU Campaign was to increase infant mortality awareness among the African-American population by training sorority members to educate the African-American community about the infant mortality prevention. To develop this promotion strategy, input was solicited from African-American sorority members using pre-and post-survey instruments. Page 1: Pre-Survey instrument. Page 2: Post Survey Instrument. Pages 3-4: Survey results from sorority presidents meeting (06/2012). Pages 5-6: Survey results from sorority trainers meeting (02/2013). Page number references are noted on the lower left corner of the document.</p> <p><i>*Document received a score of "Fully Demonstrated" by PHAB during accreditation</i></p>							
Submitting Agency:	Arkansas Department of Health (ADH)						
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Can we attribute the document to your agency?							

ADH OMHHD SU Campaign Pre & Post survey instruments and results

Yes, you can include our agency name when posting

No, please post the document anonymously

Can we include staff name and contact information with the documentation?

Yes, you can include staff contact information

No, please do not include staff contact information

Thank you for submitting your health agency's documentation to the Accreditation Library. We appreciate your contribution to this resource, and we look forward to continuing to provide you with assistance in your accreditation work.

The following are PHAB's policies for all submitted documentation¹:

- a. No draft documents will be accepted for review by PHAB.
- b. All documentation must be in effect and in use at the time that they are submitted to PHAB.
- c. Documents must be submitted to PHAB electronically. Hard copies of documents must be scanned into an electronic format for submission. PHAB will not accept hard copies of any documentation, either with documentation submission or at the site visit. In order for documentation to be considered by site visitors it must be in an electronic format and included in the health department's record of documentation in the e-PHAB system.
- d. A PDF version of all documentation is preferred. If a document is not a PDF, it should be in a commonly used program such as Word, Excel, or PowerPoint. Documents created using health department specific software, special graphics, or other program not commonly used, will not be accepted.
- e. In many cases, a measure is demonstrated only once, at a central point in the health department. Examples of these types of documentation requirements include department-wide policies (such as human resource policies), procedures, and plans. In these cases the requirement is for a specific, central document, rather than for examples.
- f. Where documentation requires examples, health departments must submit two examples, unless otherwise noted in the list of required documentation or the guidance.
- g. Health departments are encouraged to provide narrative that describes how the submitted document relates to and meets the requirement. Text boxes will be provided by e-PHAB for health departments to include descriptions and explanations.
- h. Health departments must comply with e-PHAB electronic submission requirements and processes.

¹ PHAB requirements as listed in [National Public Health Department Accreditation Documentation Guidance](http://www.phaboard.org/wp-content/uploads/National-Public-Health-Department-Accreditation-Documentation-Guidance-Version-1.0.pdf), page 2: <http://www.phaboard.org/wp-content/uploads/National-Public-Health-Department-Accreditation-Documentation-Guidance-Version-1.0.pdf>

<h1 style="margin: 0;">PRE-SURVEY</h1> <h2 style="margin: 0;">Participant Information Form (PIF)</h2>			
Please check the box(es) next to the right answer(s):			
<p>UNIQUE ID #: To create your unique ID number, use the month of your birth, the day of your birth, and the last four digits of your social security number. For example, for May 29 and 123-45-6789 the <u>ID number</u> would be 05296789.</p>	<p>Unique ID: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p style="text-align: center;">MM DD ## ##</p>		
<p>TODAY'S DATE: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>ZIP CODE: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>AGE: <input type="text"/> <input type="text"/></p>	<p>SEX: <input type="checkbox"/> M <input type="checkbox"/> F</p>
<p>Race</p> <p><input type="checkbox"/> White</p> <p><input type="checkbox"/> Black or African American</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> Native Hawaiian / Other Pacific Islander</p> <p><input type="checkbox"/> American Indian or Alaska Native</p> <p><input type="checkbox"/> Other [specify] _____</p> <p><input type="checkbox"/> Don't know / Not sure</p>	<p>1.1. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> The illness caused by a flu virus is worse in a pregnant woman compared to a woman who is not pregnant</p> <p><input type="checkbox"/> The flu can cause a very mild illness in a pregnant woman</p> <p><input type="checkbox"/> It is harmful for the baby if the mother receives a flu shot during pregnancy</p>		
<p>Ethnicity (Hispanic / Latino)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Don't know / Not sure</p>	<p>1.2. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> A flu shot taken during pregnancy can be harmful for the baby</p> <p><input type="checkbox"/> A flu shot during pregnancy can protect the unborn baby</p> <p><input type="checkbox"/> A flu shot during pregnancy can protect the baby after birth</p> <p><input type="checkbox"/> A flu shot can protect a pregnant woman's life</p> <p><input type="checkbox"/> A flu shot puts a pregnant woman's life in danger</p>		
<p>Marital status</p> <p><input type="checkbox"/> Married</p> <p><input type="checkbox"/> Divorced</p> <p><input type="checkbox"/> Widowed</p> <p><input type="checkbox"/> Separated</p> <p><input type="checkbox"/> Never married</p>	<p>1.3. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> Folic acid intake is harmful for a pregnant woman</p> <p><input type="checkbox"/> Folic acid intake helps prevent some birth defects in the baby only if mom takes it for at least 3 months before getting pregnant</p> <p><input type="checkbox"/> Folic acid should be taken by a pregnant woman before and during the pregnancy</p>		
<p>Number of children in the household</p> <p><input type="checkbox"/> Number of children ____</p> <p><input type="checkbox"/> None</p>	<p>1.4. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> Breastfeeding is harmful to mother's health</p> <p><input type="checkbox"/> Breastfeeding is the beginning of healthy eating for the baby</p> <p><input type="checkbox"/> Breastfeeding builds a loving relationship between mom & baby</p> <p><input type="checkbox"/> Breastfeeding increases the risk of chronic disease in the baby</p> <p><input type="checkbox"/> Breastfeeding is important for moms who cannot afford formula</p> <p><input type="checkbox"/> Breastfeeding reduces the chance of SIDS by 50%</p>		
<p>Your highest grade in school</p> <p><input type="checkbox"/> Never attended school / only Kindergarten</p> <p><input type="checkbox"/> Grades 1 through 8 (Elementary)</p> <p><input type="checkbox"/> Grades 9 through 11 (Some high school)</p> <p><input type="checkbox"/> Grade 12 or GED (High school graduate)</p> <p><input type="checkbox"/> Some college / technical school</p> <p><input type="checkbox"/> College 4 years (College graduate or higher)</p>	<p>1.5. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> A baby should be laid down on his/her side to sleep</p> <p><input type="checkbox"/> A baby should be laid down on his/her stomach to sleep</p> <p><input type="checkbox"/> A baby should be laid down on his/her back to sleep</p>		
<p>Thank you for completing the Pre-Survey!</p>	<p>1.6. Please check the right answer (check all that apply)</p> <p><input type="checkbox"/> It is safer for a baby to sleep in the same bed as the parents</p> <p><input type="checkbox"/> It is safer for a baby to be wrapped in several blankets for sleep</p> <p><input type="checkbox"/> It is safer for a baby to sleep in their own crib</p>		

POST-SURVEY

Participant Information Form (PIF)

Please check the box(es) next to the right answer(s):

UNIQUE ID #: To create your unique ID number, use the month of your birth, the day of your birth, and the last four digits of your social security number. For example, for May 29 and 123-45-6789 the ID number would be 05296789.

Unique ID:

M	M	D	D	#	#	#	#

1.1. Please check the right answer (check all that apply)

- The illness caused by a flu virus is worse in a pregnant woman compared to a woman who is not pregnant
- The flu can cause a very mild illness in a pregnant woman
- It harmful for the baby if the mother receives a flu shot during pregnancy

1.2. Please check the right answer (check all that apply)

- A flu shot taken during pregnancy can be harmful for the baby
- A flu shot during pregnancy can protect the unborn baby
- A flu shot during pregnancy can protect the baby after birth
- A flu shot can protect a pregnant woman's life
- A flu shot puts a pregnant woman's life in danger

1.3. Please check the right answer (check all that apply)

- Folic acid intake is harmful for a pregnant woman
- Folic acid intake helps prevent some birth defects in the baby only if mom takes it for at least 3 mo. Before getting pregnant
- Folic acid should be taken by a pregnant woman before and during pregnancy

1.4. Please check the right answer (check all that apply)

- Breastfeeding is harmful to mother's health
- Breastfeeding is the beginning of healthy eating for the baby
- Breastfeeding builds a loving relationship between mom & baby
- Breastfeeding increases the risk of chronic disease in the baby
- Breastfeeding is important for moms who cannot afford formula
- Breastfeeding reduces the chance of SIDS by 50%

1.5. Please check the right answer (check all that apply)

- A baby should be laid down on his/her side to sleep
- A baby should be laid down on his/her stomach to sleep
- A baby should be laid down on his/her back to sleep

1.6. Please check the right answer (check all that apply)

- It is safer for a baby to sleep in the same bed as the parents
- It is safer for a baby to be wrapped in several blankets for sleep
- It is safer for a baby to sleep in their own crib

Thank you for completing the POST Survey!

SISTERS UNITED POST SURVEY-Sorority Leaders (06/2012)

1. Unique ID Number

Answer Options	Response Percent	Response Count
ID Number:	100.0%	27
<i>answered question</i>		27
<i>skipped question</i>		0

2. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
The illness caused by the flu virus is worse in a pregnant	77.8%	21
The flu can cause a very mild illness in a pregnant	3.7%	1
A flu shot can protect a pregnant woman's life.	88.9%	24
A flu shot can put a pregnant woman's life in danger.	0.0%	0
<i>answered question</i>		27
<i>skipped question</i>		0

3. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
A flu shot taken during pregnancy can be harmful for the	0.0%	0
A flu shot during pregnancy can protect an unborn baby	81.5%	22
A flu shot during pregnancy can protect the baby after	92.6%	25
A flu shot can protect a pregnant woman's life	18.5%	5
A flu shot puts a pregnant woman's life in danger	0.0%	0
<i>answered question</i>		27
<i>skipped question</i>		0

4. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
Folic acid intake is harmful for a pregnant	0.0%	0
Folic acid intake helps prevent some birth defects in the	66.7%	18
Folic acid should be taken by a pregnant woman before	92.6%	25
<i>answered question</i>		27
<i>skipped question</i>		0

5. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
Breastfeeding increases the risk of chronic disease in the	7.4%	2
Breastfeeding is harmful to the mother's health	0.0%	0
Breastfeeding is the beginning of healthy eating for the	88.9%	24
Breastfeeding builds a loving relationship between mom	81.5%	22
Breastfeeding is important for moms who cannot afford	55.6%	15
Breastfeeding reduces the chance of SIDS by 50%	85.2%	23
<i>answered question</i>		27
<i>skipped question</i>		0

6. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
A baby should be laid down on his/her side to sleep	0.0%	0
A baby should be laid down on his/her stomach to sleep	0.0%	0
A baby should be laid down on his/her back to sleep	100.0%	27
<i>answered question</i>		27
<i>skipped question</i>		0

7. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
It is safer for a baby to sleep in the same bed as the	0.0%	0
It is safer for a baby to be wrapped in several blankets for	0.0%	0
It is safer for a baby to sleep in their own crib	100.0%	27
<i>answered question</i>		27
<i>skipped question</i>		0

SU POST SURVEY Train-the-Trainer (02/2013)

1. Unique ID Number

Answer Options	Response Percent	Response Count
ID Number:	100.0%	58
<i>answered question</i>		58
<i>skipped question</i>		0

2. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
The illness caused by the flu virus is worse in a pregnant	85.5%	47
The flu can cause a very mild illness in a pregnant	18.2%	10
It is harmful for the baby if the mother receives a flu shot	3.6%	2
<i>answered question</i>		55
<i>skipped question</i>		3

3. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
A flu shot taken during pregnancy can be harmful for the	0.0%	0
A flu shot during pregnancy can protect an unborn baby.	96.6%	56
A flu shot during pregnancy can protect the baby after	79.3%	46
A flu shot can protect a pregnant woman's life.	87.9%	51
A flu shot can put a pregnant woman's life in danger.	0.0%	0
<i>answered question</i>		58
<i>skipped question</i>		0

4. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
Folic acid intake is harmful for a pregnant.	0.0%	0
Folic acid intake helps prevent some birth defects in the	81.0%	47
Folic acid should be taken by a pregnant woman before	91.4%	53
<i>answered question</i>		58
<i>skipped question</i>		0

5. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
Breastfeeding increases the risk of chronic disease in the	8.6%	5
Breastfeeding is harmful to the mother's health.	0.0%	0
Breastfeeding is the beginning of healthy eating for the	96.6%	56
Breastfeeding builds a loving relationship between mom	93.1%	54
Breastfeeding is important for moms who cannot afford	74.1%	43
Breastfeeding reduces the chance of SIDS by 50%.	96.6%	56
<i>answered question</i>		58
<i>skipped question</i>		0

6. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
A baby should be laid down on his/her side to sleep.	0.0%	0
A baby should be laid down on his/her stomach to sleep.	0.0%	0
A baby should be laid down on his/her back to sleep.	100.0%	58
<i>answered question</i>		58
<i>skipped question</i>		0

7. Please check the correct answer (check all that apply)

Answer Options	Response Percent	Response Count
It is safer for a baby to sleep in the same bed as the	0.0%	0
It is safer for a baby to be wrapped in several blankets for	0.0%	0
It is safer for a baby to sleep in their own crib.	100.0%	58
<i>answered question</i>		58
<i>skipped question</i>		0