Nursing Monthly Report

April 2013

1. **Accreditation of the Galion City Health Department:**
   1. Attended “Accreditation Learning Community” 4/26/2013. Overview of two LHDs who have submitted for accreditation, choice of 3 breakout sessions – Documentation, Getting Started and Workforce Development.
   2. Committee (Sandy, Stephanie, and Dr. Novack) initial discussions – develop template for staff meeting agenda. Start reviewing policies and procedures that exist and personnel policies. Need many policies/procedures and Board of Health needs Bylaws.
2. **Get Galion cities share of the PHI grant funding restored.**
   1. Stephanie and Sandy participated in “Gastro Gambit” ODH exercise in Food Borne Illness Outbreak. Preparedness exercise that we were invited to play, and we got to meet our new EPI.
3. **Rationalize nursing functions.**
   1. This month – Immunizations, School Nursing and Car Seat Education was the main focus of programs.
   2. Immunization quarterly “up To Date Rate” is 73% with a practice number of 41
   3. School contracts returned for BOH signatures Galion City and Crestline Exempted Village
4. **Implement grade level food health inspections on Galion City Health Department website.**
   1. Not Applicable
5. **Implement electronic board document system.**
   1. Blue Sky
6. **Establish secure Intranet section to website for posting of internal documents, forms, manuals, policies, procedures etc.**
   1. No update
7. **Implement use of credit cards for payment of services.**
   1. Received from Verizon Wireless Government current offers for phones and tablets.
8. **Review, revise and convert into an editable electronic document the department’s personnel manual.**
   1. Stephanie has a disc of old polices 2003.
9. **Develop set of key metrics that the department will measure and track its performance.**
   1. No update.
10. **Develop and execute strategic goals with community organizations to deal with areas of concern shown in the Community Health Needs Assessment Survey.**
11. **Communicate other major operational issues to assist the Board in understanding the organization’s business dynamics.**

Communicable Diseases/Reportable—I S 3701-36-04-01

Chlamydia 4 Year to date 11

Hepatitis C, Chronic- 3 Year to date 10

Hepatitis B, Chronic 1

Gonorrhea 1