



Leadership for Healthy People and Communities

Course Description

Course Title: Leadership Essentials for Health District Success

Objectives: At the completion of the training the participant will be able to

- Identify essential human resources functions at a local public health district in Ohio.
 - Progressive Discipline procedures
 - Performance Appraisal implementation and procedures
 - Attendance Management
 - Layoff guidelines in Ohio
 - Workers Compensation guideline
 - Workforce Development policy
 - Terminating public employees
 - FMLA and FSLA resources
- Identify Performance Management implications for local public health in Ohio.
- Identify Quality Improvement initiatives and resources.
- Identify strategies to avoid theft in office.
- Identify strategies for facility management and disaster planning.
- Identify Ohio cost methodology requirements and implement cost planning.
- Identify tools to build relationships with legislators.
- Identify employee attitude, change, and team building strategies.
- Identify funding sources for local public health.

Audience: This course is intended for employees new to public health leadership at the local level.
Prerequisites: Not required
Level: Beginning leadership role

Offerings: This course is offered semi- annually. Upcoming classes can be found here:
<http://aohc.net/aws/AOHC/pt/sp/education> or by calling 614.781.9556

Public Health Accreditation Board

Domain 2: Investigate Health Problems and Environmental Public Health Hazards to Protect the Community

Standard 2.2: Contain/mitigate health problems and environmental public health hazards.

Domain 5: Develop Public Health Policies and Plans

Standard 5.1: Serve as a Primary and Expert Resource for Establishing and Maintaining Public Health Policies, Practices, and Capacity

Standard 5.4: Maintain an All Hazards Emergency Operations Plan

Domain 6: Enforce Public Health Laws

Standard 6.1: Review Existing Laws and Work with Governing Entities and Elected/Appointed Officials to Update as Needed



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Standard 6.2: Educate Individuals and Organizations on the Meaning, Purpose, and Benefit of Public Health Laws and How to Comply

Standard 6.3: Conduct and Monitor Public Health Enforcement Activities and Coordinate Notification of Violations among Appropriate Agencies

Domain 8: Maintain a competent public health workforce

Standard 8.2: Ensure a competent workforce through the assessment of staff competencies, the provision of individual training and professional development, and the provision of a supportive work environment.

Domain 11: Maintain Administrative and Management Capacity

Standard 11.1: Develop and Maintain an Operational Infrastructure to Support the Performance of Public Health Functions

Standard 11.2: Establish Effective Financial Management Systems

Domain 12: Maintain Capacity to Engage the Public Health Governing Entity

Standard 12.1: Maintain Current Operational Definitions and Statements of the Public Health Roles, Responsibilities and Authorities

Council on Linkages Competencies

Analytic/Assessment Skills: 1C13: Identifies the resources to meet community health needs

Policy Development/Program Planning Skills: 2B2: Analyzes policy options for public health programs **2B4:** Describes the implications of policy options **2B6:** Manages public health programs consistent with public health laws and regulations **2B9:** Develops mechanisms to monitor and evaluate programs for their effectiveness and quality **2B11:** Develops strategies for continuous quality improvement

Communication Skills: 3C7: Communicates the role of public health within the overall health system

Community Dimensions of Practice Skills 5B10: Promotes public health policies, programs, and resources **5C3:** Establishes linkages with key Stakeholders **5C5:** Maintains partnerships with key stakeholders

Financial Planning & Management Skills 7B1: Interprets the interrelationships of local, state, and federal public health and health care systems for public health program management **7B4:** Implements the judicial and operational procedures of the governing body and/or administrative unit that oversees the operations of the public health organization **7B5:** Develops a programmatic budget **7B6:** Manages programs within current and forecasted budget constraints **7B8:** Evaluates program performance **7B9:** Uses evaluation results to improve performance **7B11:** Applies basic human relations skills to the management of organizations, motivation of personnel, and resolution of conflicts

Leadership & Systems Thinking: 8B5: Promotes individual, team and organizational learning opportunities **8B6:** Establishes mentoring, peer advising, coaching or other personal development opportunities for the public health workforce **8B7:** Contributes to the measuring, reporting and continuous improvement of organizational performance

Professional Development Priority

AOHC supports members through education, training, professional development, and mentoring.



Leadership for Healthy People and Communities

- AOHC provides opportunities for conferences and trainings.
- AOHC organizes forums to increase opportunities for interactive learning and leadership development.
- AOHC nurtures a diverse public health workforce.
- AOHC provides a forum for the positive exchange of ideas and issues with its members.