

LPHA Incentive Funding Reporting Guidance

DHSS has established an incentive program that encourages and rewards public health service delivery improvement. Each LPHA is eligible to apply for the incentive funding by submitting required information to document completion of measures outlined in the LPHA Incentive Funding Guidance below.

After completing an incentive funding exercise, please email supporting documentation to IncentiveFundingSubmissions@health.mo.gov. Please note, there are three main headings for the incentives listed below, they are *Accreditation*, *Board of Health and Commissioners Training*, and *LPHA Administrator Training* (these titles are listed below in grey). Please use the title that describes the measure you are reporting on in the subject line of your email. Details regarding required documentation for each measure is listed in red below.

The LPHA due date for submission of required documentation will be May 1 of each year. The incentive funding will be payable in June of each year, thus the first round of incentive payments will be distributed in June 2024. The amount of incentive each LPHA will actually receive is equal to the total possible amount of funding times the total % of measures achieved as outlined below:

PLEASE NOTE: We certainly understand that there will be LPHAs that are in unique situations in regards to where they currently are in the assessment for accreditation or reaccreditation process or accreditation or reaccreditation process. We also understand that city and county governments vary greatly across Missouri and that some LPHAs do not fall in the standard model of governing board and/or county commission. We ask that if you are in a unique situation in regards to accreditation, governing body, or any other item that may affect how you are able to complete the incentive measures, please reach out to Tiffany Bayer as soon as possible to discuss alternatives for completing that specific measure.

LPHA Incentive Funding Quality Measures for FY2024

	Accreditation
20%	<p>Completion of PHAB Readiness Assessment Training Session.</p> <p>*Email educationservices@phaboard.org to register for an upcoming training session. Training sessions are free of charge.</p> <p>*Please use IncentiveFundingSubmissions@health.mo.gov to report completion and completion date of training.</p>
10%	<p>Four hours of participation in an accreditation work group or readiness group.</p> <p>*Please email a brief explanation of information shared and name of organization that provided the work group or readiness group sessions. Please also include an attendance certificate or record of participation.</p> <p>*Participation must take place from January 1, 2023 to April 30, 2024.</p>

10%	<p>Evidence of current accreditation (either PHAB or MICH)</p> <p><i>*Letter from MICH or PHAB must be submitted through email address listed above stating that the LPHA is currently accredited at time of submission.</i></p>
Board of Health and Commissioners Training	
15%	<p>Board of Health (at least 75% of members) attended a training hosted by DHSS or a training conducted by LPHA that outlines the role of public health and the role of the Board of Health; For LPHAs without a Board of Health –County or City Commissioners (at least 75% attended) a public health training conducted by LPHA Administrator</p> <p><i>*A list of attendees and date of training must be submitted to the email address listed above if DHSS conducted the training. If DHSS did NOT conduct the training, the list of attendees, date, and agenda or outline of the training must be submitted to email address listed above.</i></p> <p>Training must be completed between January 1, 2023 and April 30, 2024.</p>
15%	<p>County Commissioners (at least two out of three) OR local government officials (75 percent), for those LPHAs with a different form of County government or whose jurisdiction doesn't include an entire county, with decision making authority over the health department, complete public health training hosted by MAC and designed/presented by DHSS.</p> <p>If you do not believe that you fall into a category mentioned above category then you need to submit your plan requesting approval</p> <p><i>*This training must be completed between January 1, 2023 and April 30, 2024.</i></p> <p><i>*Attendance will be recorded by MAC for DHSS use. Please also send the names of your county commissioners that attended the training to the email address listed above.</i></p>
LPHA Administrator Training	
20%	<p>LPHA Administrator or Deputy attended the MO Public Health Association Annual Conference in September 2023</p> <p><i>*Please submit an email to the email address above stating who attended the conference from your LPHA.</i></p> <p><i>*Creating the Healthiest Missouri – September 20-21, 2023, Columbia, MO. If the Administrator and Deputy Administrator are not able to attend, you may designate another staff member or Board member to attend, but please provide that request prior to the Conference.</i></p>
10%	<p>LPHA Administrator attended a public health or management training relevant to the administrator's skill set.</p>

	<p>*This may include the group OR one-on-one New Administrator Training hosted by DHSS. This could also include a training that an LPHA Administrator completes that would improve his or her management skill set for the betterment of the organization.</p> <p>*This training must be completed between January 1, 2023 and April 30, 2024.</p> <p>*Training overview and certificate of completion must be submitted to the email address listed above if training is NOT DHSS sponsored. If training IS DHSS sponsored, please send the name of the training, date of training, and attendee/attendees to email address listed above.</p>
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PHAB = Public Health Accreditation Board
MICH = Missouri Institute for Community Health
LPHA = Local Public Health Agency
MAC = Missouri Association of Counties