



# Facilitated Community Health Needs Assessment

Meeting local needs related to the  
**Patient Protection and Affordable Care Act  
& Local Health Department Accreditation**

## KANSAS RURAL HEALTH WORKS

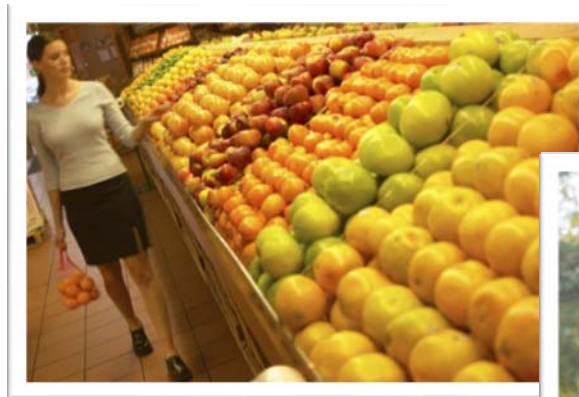
## Community Health Needs Assessment

---

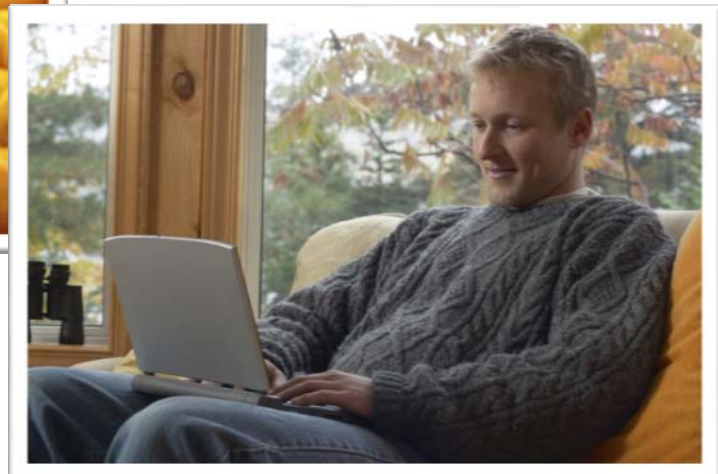
Recent Federal health care legislation required all 501(c)(3) hospitals to conduct a periodic community health care needs assessment and devise an implementation strategy to address high priority community health-related needs. At the same time, the Public Health Accreditation Board has been leading a national effort to encourage voluntary accreditation of state and local health departments. Part of the accreditation process also requires a periodic community health assessment very similar in scope to the new hospital requirements.

Affected hospitals and health departments have multiple options available to fulfill these requirements. The **Kansas Rural Health Works (KRHW)** program centered at Kansas State University has developed a structured program to assist hospitals and health departments fulfill their requirements related to community health needs assessment. Since 2004, KRHW has been working to enhance rural health care systems in Kansas.

The **Community Health Needs Assessment** provides a way in which community members can evaluate their health care system through the analysis of a variety of information resources and it creates a community forum for a broad-based discussion of local health-related issues and needs. The process is community-driven with input from health care providers which will help the community identify, brainstorm and solve problems related to local health care.



To learn more about Kansas Rural Health Works and the Community Needs Assessment, visit the Kansas Rural Health Works Website: [www.krhw.net](http://www.krhw.net).



## Program Options and Outline

---

The Community Needs Assessment offers a variety of choices, tailoring the process to meet local needs. Meeting the minimum legal requirements of the Community Needs Assessment can be accomplished within two meetings. We also offer a third meeting to fully develop a local action plan that will result in demonstrable progress.

### **Pre-Program Preparation**

Steering Committee Organization and Orientation; Local Facilitator Training; Letters of Invitation and Program Promotion Strategy; Meeting Schedule

Medical Service Area Identified

Local Health Care Asset Inventory

Local Health Indicators Report

Community Input Tool (*several options available*)

Health Care Economic Contribution Analysis (*optional*)

### **Session 1** (120 minutes)

Introductions, Overview and Purpose

Preliminary Issue Identification

Health Care Economic Contribution (*optional*)

Medical Service Area

Health Care Asset Analysis

Local Health Indicators

Community Input Tool

### **Prior to Session 2**

Community Input Gathering, Analysis and Report

### **Session 2** (120 minutes)

Program Review and Purpose

Preliminary Issues Reviewed

Review and Discuss Local Health Care Assets and Indicators

Community Input Results

Focus Group Discussion

Local Issue Prioritization

Organization, Responsibilities and Next Steps (*if only two meetings*)

### **Session 3 (OPTIONAL)** (120 minutes)

Program Review and Purpose

Build Detailed Action Plan (*Logic Model*)

Organization and Next Steps

### **Post-Program Follow-up** (*following session 2 or 3*)

Final Community Report

Publish Community Needs and Action Strategies (local media and Internet)

Hospital Board and Health Department Follow-up and Reporting

## Program Fees

---

Program fees are structured to make them accessible, yet partially cover overall cost.

We strongly encourage local entities to work together to share both the information garnered and the costs of gathering it. Please consider cooperating with hospitals, health agencies, and the many other healthcare providers in your county who can benefit from the information and improve local health care conditions.

***You have multiple options available in structuring your program.***

Do you need two or three public meetings? In two meetings, we will meet the basic legal requirements of considering the available data and community input, and identifying a set of community health care issues. With that information, the Hospital Board and Health Department Board can then select their priorities.

The optional third public meeting will allow us to develop specific and detailed action strategies. This recognizes that the process requires demonstrable progress to improve the local situation. To achieve this, detailed plans, responsibilities, and commitments are required.

### Two Meetings

- Counties with less than 10,000 population - \$4,800
- Counties with a Critical Access Hospital - \$4,800
- County population 10,000-20,000 without a Critical Access Hospital - \$5,800
- County population more than 20,000 w/o Critical Access Hospital - \$6,800

### Three Meetings

- Counties with less than 10,000 population - \$5,200
- Counties with Critical Access Hospital - \$5,200
- County population 10,000-20,000 without a Critical Access Hospital - \$6,200
- County population more than 20,000 w/o Critical Access Hospital - \$7,200

### Travel Cost

- \$0.51 per mile. Evening meetings with greater than 3 hours drive also require overnight lodging accommodation

### Optional Costs

- Evening Meetings Surcharge - \$1,000
- Economic Contribution Analysis - \$1,000
- Community Input Tool (*Required of hospitals by law*)
  - Informal surveys - \$0
  - Random-sampling telephone surveys range from about \$3,000 to \$5,000+

## What You Can Expect

---

The Community Health Needs Assessment efficiently achieves multiple objectives resulting in essential outcomes:

### Objectives

- Mobilize a broad-based cross section of community leaders to focus on community health-related needs
- Review both primary and secondary information relating to community health care needs and trends
- Identify issues and priorities for community action
- Determine action strategies going forward and organize community action teams



### Outcomes

- A detailed action plan for addressing community health-related priorities will exist
- Local organization will be in place for taking effective action
- Documentation will be available to broadly communicate the planning outcome(s) and the processes whereby they were derived

Based on the resulting action plan, the hospital and health department can select and approve Strategic Priorities for future action. Posting the Community Needs Assessment and Strategic Priorities on the Internet fulfills requirements for communicating outcomes with the broader community.

## Contact Information

**John Leatherman**  
Professor and Director  
Office of Local Government  
Department of Agricultural Economics  
K-State Research and Extension  
Phone: 785-532-2643  
Fax: 785-532-6925  
E-mail: [jleather@k-state.edu](mailto:jleather@k-state.edu)

**Kansas Rural Health Works**  
[www.krhw.net](http://www.krhw.net)

**Office of Local Government**  
[www.ksu-olg.info](http://www.ksu-olg.info)