

# PHAB's Five Tier Accreditation Fee Schedule

Effective July 1, 2016-June 30, 2022

The Public Health Accreditation Board (PHAB) was created in 2007 to serve as the national public health accrediting body. Development of national public health department accreditation has involved, and is supported by, public health leaders and practitioners from national, Tribal, state, and local settings, as well as the Centers for Disease Control and Prevention and the Robert Wood Johnson Foundation. Learn more about PHAB or sign up for the PHAB e-newsletter by visiting [www.phaboard.org](http://www.phaboard.org).

## Fee Overview

PHAB has instituted a new fee structure to manage and maintain the national accreditation process. Applicant fees are necessary for PHAB to provide quality services to both applicants for accreditation and accredited health departments. Applicants who submit an application as a Tribal, state, local, or territorial health department after June 30, 2016, must use the new fee schedule included on this sheet. Local health departments in centralized states (options 3 or 4) and in multi-jurisdictional applications should contact PHAB regarding those accreditation fees.

## For more information, contact:

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*Advancing  
public health  
performance*

## What the Fees Support

The accreditation fee your health department pays supports the assessment of your health department against nationally adopted standards and measures and provides your health department with a full suite of ongoing accreditation services:

- An assigned Accreditation Specialist to guide your department through the accreditation and reaccreditation process;
- Training of your health department's Accreditation Coordinator that includes airfare, hotel, per diem, training material, and expert trainers;
- Subscription to PHAB's online accreditation information system (e-PHAB), making the process paperless which is easier and more cost-efficient for your health department to participate in accreditation;
- A PHAB staff Completeness Review of submitted documentation prior to its review by the site visit team and feedback to the health department so that the documents that the site visitors review are complete;
- A site visit, including approximately 250 hours of comprehensive review of your health department's documentation against the national accreditation standards by a team of peer review experts;
- A site visit report with identified opportunities for improvements to help your health department better manage its activities to serve its population;
- PHAB staff review of the health department's site visit report to insure the report captures "who" the health department is, "what" they do, and "how" they do it, all against the conformity of the standards and measures;
- A thoughtful and deliberative review of the site visit report by PHAB's Accreditation Committee;
- If needed, a full Action Plan review process including review of the draft Plan by PHAB staff and the provision of technical assistance, additional peer review, and committee review of both the Action Plan and subsequent report of the Plan's implementation;
- A communications support package to use to engage and educate stakeholders on your health department's journey to accreditation and ongoing culture of quality improvement;
- Annual quality improvement guidance and support through each accreditation cycle to help continue the QI culture advanced by accreditation;
- Support in preparation for reaccreditation; and
- Exclusive contribution to a growing network of accredited health departments and best practices to enhance the evidence base for public health.

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## Fee Structure

Fees are based on the size of the jurisdictional population served by the health department. PHAB's Five Tier Accreditation Fee Schedule will be published annually.

The **Initial Accreditation Review Fee** is based on services provided by staff, peer reviewer's travel and training, the subscription to e-PHAB, and the accreditation coordinator's in-person training.

The **Annual Accreditation Services Fee** supports the ongoing process of the health department as it goes through the accreditation lifecycle and is invoiced each year, beginning one year after the Initial Accreditation Review Fee invoice. Invoices will be provided by PHAB to the applicant health department based on the category population they serve. The Annual Accreditation Services Fee also covers the reaccreditation process so the health department does not need to concern itself with additional budget dollars at the time it is eligible for reaccreditation.

Both the Initial Accreditation Review Fee and the Annual Accreditation Services Fee published in January each year is good for the period July 1st of that year through June 30th the following year. Fees are subject to review for potential annual expense adjustments to take effect on July 1st of each year. Any changes to the fee amount will be announced in January of that same year.

## Payment of Fees

PHAB will work with health departments individually if a payment plan needs to be established for the Initial Accreditation Review Fee. In order to ensure that cost does not become a barrier to qualified health departments seeking and earning accreditation, PHAB will be as flexible as possible in working out ways for health departments to pay their Initial Accreditation Review Fee. Some examples would be to pay in two to three year increments or for health departments to use end of the year grant funds (with approval of grant project officer) to help pay varying amounts of the fees. PHAB is committed to providing reasonable customized payment options for health departments that need assistance.

<b>Health Department Category</b>	<b>Initial Accreditation Review Fee*</b> <i>Effective July 1, 2016-June 30, 2022</i>	<b>Annual Accreditation Services Fee*</b> <i>Effective July 1, 2016-June 30, 2022</i>
Category 1 <i>Health Departments with populations of 100,000 or fewer</i>	\$ 14,000	\$ 5,600
Category 2 <i>Health Departments with populations greater than 100,000 to 500,000</i>	\$ 21,000	\$ 8,400
Category 3 <i>Health Departments with populations greater than 500,000 to 1,000,000</i>	\$ 28,000	\$ 11,200
Category 4 <i>Health Departments with populations greater than 1,000,000 to 5,000,000</i>	\$ 35,000	\$ 14,000
Category 5 <i>Health Departments with populations greater than 5,000,000</i>	\$ 56,000	\$ 22,400
<b>*Fees are subject to review for potential annual expense adjustments to take effect on July 1st of each year. Any changes to the fee amount will be announced in January of that same year.</b>		