

# PHAB's Vital Records / Health Statistics (VRHS)

## Accreditation Fee

Effective February 1, 2019 - June 30, 2021

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 this fee structure to manage and maintain the VRHS accreditation process. Applicant fees are necessary for PHAB to provide quality services to both applicants for accreditation and accredited VRHS units.

### For more information, contact:

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### Initial VRHS Accreditation Review Fee

**\$16,350\***

*Effective February 1, 2019 - June 30, 2021*

### Annual VRHS Accreditation Services Fee

**\$4,100\***

*Effective February 1, 2019 - June 30, 2021*

\*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.



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### What the Fees Support

The accreditation fee your Vital Records / Health Statistics (VRHS) unit supports the assessment of your unit against nationally adopted standards and measures and provides your VRHS unit with a full suite of ongoing accreditation services:

- An assigned Accreditation Specialist to guide your unit through the accreditation and reaccreditation process;
- Training of your VRHS unit's Accreditation Coordinator at the national conference that includes the 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 unit 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 unit so that the documents that the site visitors review are complete;
- A site visit, including a comprehensive review of your unit'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 unit better manage its activities to serve its population;
- PHAB staff review of the VRHS unit's site visit report to insure the report captures "who" the VRHS unit 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;
- A communications support package to use to engage and educate stakeholders on your VRHS unit'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.

### Fee Structure

The **Initial VRHS Accreditation Review Fee of \$16,350** is based on services provided by staff, peer reviewers and their training, the subscription to e-PHAB, and the accreditation coordinator's training.

The **Annual Accreditation Services Fee of \$4,100** supports the ongoing process of the Vital Records/Health Statistics unit as it goes through the accreditation lifecycle and is invoiced each year, beginning one year after the Initial VRHS Accreditation Review Fee invoice. The Annual Accreditation Services Fee also covers the reaccreditation process so the VRHS unit does not need to concern itself with additional budget dollars at the time it is eligible for reaccreditation.

Both the Initial VRHS Accreditation Review Fee and the Annual Accreditation Services Fee are published in January each year and are 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.

