

Readiness and Training Fee – \$1,299

PHAB has instituted a new fee to assist health departments with the preparation stages for Initial Accreditation or Pathways Recognition. This step is required before application to either program but is not required for Reaccreditation applicants. This fee provides health departments with staff feedback on the Readiness Assessment and access to PHAB's live and on-demand training.

Why the Readiness and Training Fee?

As part of PHAB Board's annual review of fees, and in preparation for the launch of both the Version 2022 accreditation standards and measures and the Pathways Performance Recognition product, PHAB has received feedback on the need to have earlier training and assistance with preparing for accreditation. PHAB decoupled the training from the 1st year fees of accreditation and added a more robust engagement, review, and feedback of the readiness assessment. The feedback will provide key information on opportunities for improvement, what additional training may be useful, and a recommendation on which of PHAB's products to consider as the health department moves toward accreditation. This recommendation is non-binding.

The Readiness and Training fee supports:

- A copy of the official Standards & Measures
- Access to the Learning Center for required accreditation and recognition trainings;
- A live training;
- Access to the Readiness Assessment, including a Word version for preparation and online version for submission;
- An Accreditation Specialist to review and provide detailed feedback and recommendations on the Readiness Assessment; and
- \$500 one-time credit towards the Initial Accreditation first-year fee or Pathways fee, provided the health department applies for either program within 12 months of paying their Readiness and Training fee.

Accreditation 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 **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 at the submission of the Accreditation Application, and each year thereafter. Invoices will be provided by PHAB to the applicant health department based on the category population they serve. The Annual Accreditation Services Fee continues and will cover the reaccreditation process, so the health department does not need to be concerned with additional budget dollars at the time it is eligible for reaccreditation.

The Annual Accreditation Services Fee is published in January each year and 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.

Health Department Category	Annual Accreditation Services Fee* Effective July 1, 2022–June 30, 2023
Category 1 <i>Health Departments with populations of 100,000 or fewer</i>	\$ 5,600
Category 2 <i>Health Departments with populations greater than 100,000 to 500,000</i>	\$ 8,400
Category 3 <i>Health Departments with populations greater than 500,000 to 1,000,000</i>	\$ 11,200
Category 4 <i>Health Departments with populations greater than 1,000,000 to 5,000,000</i>	\$ 14,000
Category 5 <i>Health Departments with populations greater than 5,000,000</i>	\$ 22,400
*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.	

What the Annual Accreditation Services fee supports

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 Accreditation Specialist to guide your department through the accreditation and reaccreditation process;
- Training of your health department’s Accreditation Coordinator that includes training material, access to PHAB’s Learning Center, and expert trainers;
- Subscription to PHAB’s online accreditation information system (e- PHAB), making the process paperless, easier and cost-efficient;
- A comprehensive review of documentation against the accreditation standards by a team of experts;
- A site visit report with identified opportunities for improvements, areas of excellence and conformity comments;
- A thoughtful and deliberative review of the site visit report by PHAB’s Accreditation Committee;
- If needed, a full review of the Accreditation Committee Action Requirements (ACAR) including provision of assistance about what is required, additional peer review, and committee review of the report;
- A communications support package to engage and educate stakeholders on your health department’s journey to accreditation and ongoing culture of quality improvement;
- Annual guidance and support through each accreditation cycle to continue the culture of improvement advanced by accreditation;
- Support in preparation for reaccreditation; and
- Access to tailored information on PHAB’s Data Portal, phabdata.org, that gives you the ability to dive deeper into your accreditation performance and benchmark against a group of other health departments based on a variety of self-selected parameters.

Payment of Fees

Fees are due within 30-days of receipt of invoice and payable via ACH or check. PHAB will be implementing the ability to pay via credit card within the e-PHAB system with a summer 2022 launch. 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 Accreditation Fees. 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.

Fee for Appeals – \$5,000 + pass through of direct costs

The procedure for appeals is contained in the [Policy for National Public Health Department Initial Accreditation](#) and in the [Policy for National Public Health Department Reaccreditation](#). The purpose of the fee is to support PHAB's anticipated expenses in responding to and managing an appeal. Appeals costs are not covered elsewhere in the PHAB fees. A non-refundable initial Appeal Fee = \$5,000; and an additional invoice for PHAB's direct costs should an additional site visit be required (optional). All fees will be collected prior to cost being incurred. All fees are non-reimbursable since they cover actual costs.