

MACOMB COUNTY HEALTH DEPARTMENT

Plan of Organization

January 2017



Health
Department

Macomb County Health Department Plan of Organization

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MACOMB COUNTY HEALTH DEPARTMENT (MCHD)

Michigan Local Public Health Accreditation Program

PLAN OF ORGANIZATION

According to the Public Health Code (PHC) (PA 378 of 1978), The Michigan Department of Community Health (MDCH) has legal basis to require a Plan of Organization of the local health department that is approved by MDCH. The Plan of Organization determines the organization, coordination, and delivery of services and programs in the area served by the local health department.

Part 2235 of the PHC gives broad delegatory power to MDCH to assign primary responsibility for the delivery of services to Local Health Departments (LHDs) who met the requirements set forth in Part 24 of the PHC.

Part 24 of the PHC spells those requirements out; most notably a local health department shall have a plan of organization approved by the department and demonstrate ability to provide required services.

To meet these obligations, the State Health Department requires a local health department to submit its plan of organization once every three years, two months before the scheduled LHD Accreditation On-site Evaluation, using the requirements as outlined in the table of contents.

The LHD Plan of Organization requires health officer and board chairperson/county executive approval (signed Approval Form enclosed) prior to submission. The Plan of Organization and supporting documentation will be reviewed by MDCH Local Health Services, forwarded with recommendations to the Deputy Director for Public Health Administration, and then sent to MDCH Director for approval. Therefore, this document represents the current Macomb County Health Department Plan of Organization that has been reviewed by the Office of the Macomb County Executive.

PLAN OF ORGANIZATION

1. LEGAL RESPONSIBILITIES AND AUTHORITY

A. State and Local Statutory Authority

The Public Health Code (PHC) (PA 378 of 1978) establishes a State/Local system to carry out the responsibility to protect and promote public health. Pursuant to section 2224 of this code, the Michigan Department of Community Health is required to promote an adequate and appropriate system of local health services throughout the state; and to develop and establish arrangements and procedures for the effective coordination and integration of all public health services including effective cooperation between public and nonpublic entities to provide a unified system of statewide health care.

The following is a list of state and local statutory authority applicable to the Macomb County Health Department:

State laws

Public Health Code (PA 368 of 1978)

MCL § 333.1105 – Definition of Local Public Health Department

MCL § 333.1111 – Protection of the health, safety, and welfare

Part 22 (MCL §§ 333.2201 *et seq.*) – State Department

Part 23 (MCL §§ 333.2301 *et seq.*) – Basic Health Services

Part 24 (MCL §§ 333.2401 *et seq.*) – Local Health Departments

Part 51 (MCL §§ 333.5101 *et seq.*) – Prevention and Control of Diseases and Disabilities

Part 52 (MCL §§ 333.5201 *et seq.*) – Hazardous Communicable Diseases

Part 53 (MCL §§ 333.5301 *et seq.*) – Expense of Care

MCL § 333.5923 – HIV Testing and Counseling Costs

MCL § 333.9131 – Family Planning

Part 92 (MCL §§ 333.9201 *et seq.*) – Immunization

Part 93 (MCL §§ 333.9301 *et seq.*) – Hearing and Vision

MCL § 333.11101 – Prohibited Donation or Sale of Blood Products

MCL § 333.12425 – Agricultural Labor Camps

Part 125 (MCL §§ 333.12501 *et seq.*) – Campgrounds, etc.

Part 127 (MCL §§ 333.12701 *et seq.*) – Water Supply and Sewer Systems

Part 138 (MCL §§ 333.13801 *et seq.*) – Medical Waste

(Required to investigate if complaint made and transmit report to
MDCH – 13823 and 13825)

MCL § 333.17015 – Informed Consent

Appropriations (Current: PA 63 of 2011)

Sec. 218 – Basic Services

Sec. 904 - ELPHS

Michigan Attorney General Opinions

OAG, 1987-1988, No 6415 – Legislative authority to determine appropriations for local health services

OAG, 1987-1988, No 6501 – Reimbursement of local department for required and allowable services

Food Law of 2000 (PA 92 of 2000)

MCL §§ 289.1101 *et seq.*

Specifically:

MCL § 289.1109 – Definition of local health department

MCL § 289.3105 – Enforcement, Delegation to local health department

Natural Resources and Environmental Protection Act (PA 451 of 1994)

Part 31- Water Resources Protection

Specifically: MCL §§ 324.3103 powers and duties and 324.3106 (establishment of pollution standards)

Part 22 - Groundwater Quality rules (on-site wastewater treatment)

Part 117 - Septage Waste Services

Specifically: MCL §§ 324.11701 - 324.11720

Land Division Act (PA 288 of 1967)

MCL § 560.105(g) - Preliminary Plat Approvals

MCL § 560.109a - Parcels less than 1 acre

MCL § 560.118 - Health Department Approval

Condominium Act (PA 59 of 1978 as amended)

MCL § 559.171a - Approval of Condominiums not served by public sewer and water

Safe Drinking Water Act (PA 399 of 1976 as amended)

MCL § 325.1016 - Public Water Supplies

Agreements with Local health departments to administer

County Medical Examiners Act 181 of 1953 (52.201 - 52.216)

Macomb County Local Laws

1. Macomb County Rules and Regulations for Racing and Carrier Pigeon Control

Reviewed and approved by Macomb County Board of Commissioners 2/27/1976

2. Macomb County Immunization Regulation

Enacted by the Board of Commissioners 9/27/1979

3. Community Right-to-Know Regulations

Approved by the Board of Commissioners September 26, 1985

Effective on and after September 26, 1985

4. Regulations Governing Onsite Disposal of Sanitary Sewage and Human Excreta in Macomb County

Approved by Macomb County Board of Commissioners 12/21/1989

Effective on and after 2/4/1990

5. Regulations Governing Water Supplies in Macomb County

Effective on and after 2/5/1996

6. Regulations Governing On-Site Sewage Disposal and On-Site Water Supply System Evaluation and Maintenance in Macomb County

Effective 8/1/2002

7. Macomb County Animal Control Regulation

Approved by Macomb County Board of Commissioners 7/17/2003

Effective on and after 9/1/2003

8. Regulations Governing Food Safety Training for Food Service Establishments in Macomb County

Approved by Macomb County Board of Commissioners 11/13/2003
Effective on and after 1/1/2004

- 9. Regulations for Monetary Civil Penalties/Citations Relating to Environmental Health
Regulations for the Protection of Food, Water, Land and Air**
Effective on and after 9/1/2004

- 10. Regulations Governing Body Art Establishments in Macomb County, Michigan**
Approved by the Board of Commissioners December 11, 2008
Effective on and after February 2, 2009

This document may serve as a survey of appropriate laws, but may not be considered exhaustive or as a limit to responsibilities required by law.

1. LEGAL RESPONSIBILITIES AND AUTHORITY

B. Governing Entity Relationship with the Local Health Department.

The Macomb County Charter Commission and Michigan Governor approved the Home Rule Charter of Macomb County, Michigan in 2009, and the charter became effective on January 1, 2011. The purpose of this Charter is to convert the County of Macomb from a general law county to a home rule county under a locally adopted charter led by home rule county officers.

The County Executive, Mark A. Hackel, serves as head of the executive branch of government. He supervises, coordinates, directs, and controls all County departments (including the Health Department), except for departments headed by Countywide Elected Officials. The mission of the County Executive's Office is to ensure that all county activities are geared toward efficiency, economy, and maximum service effectiveness for the citizens of Macomb County. The Office provides internal direction and support to the County's departments and organizations, and external support to the residents, communities and businesses of Macomb County. As such, it ensures the implementation of legislative mandates and policies and provides analytical support, strategic planning, policy analysis, and budgetary oversight for the County organization.

The Home Rule Charter of Macomb County can be accessed at the following website:
<http://ethics.macombgov.org/Ethics-Resources>

The 13-member Macomb County Board of Commissioners serves as the legislative and policy-making body of Macomb County government. Elected Commissioners serve a two-year term; each commissioner represents a specific district – a geographical area of nearly equal population. Officers are elected from within.

The Macomb County Board of Commissioners functions on a committee basis. An indication of the scope and subject matter dealt with by the Board is revealed in the titles of the various committees. Ad Hoc committees are appointed as needed for specific purposes.

The committees bring recommendations before the Full Board each month for formal action. Committees include: Audit, Finance, Government Operations, Economic Development, Health & Human Services, Infrastructure, and Justice & Public Safety. Committees meet monthly or at the call of the Chair of each committee.

Full Board Meeting Minutes and Agendas are recorded and maintained by the Macomb County Clerk's Office and may be viewed at the following web link:
<http://clerk.macombgov.org/Clerk-Commissions-BoardOfCommissioners>

The agenda and minutes of the Board of Commissioners sub-committees may be viewed at the following web link:
<http://boc.macombgov.org/BOC-Home>

Article VII of the Home Rule Charter describes additional departments and offices. The Department of Health and Community Services was created. The Department Director is appointed by the Executive with required approval by the Commission. The department is mandated to:

- Supervise and carry out the performance of County public health and community service programs; and
- Supervise and carry out environmental protection programs.

Three agencies fall under the Health and Community Services umbrella:

- **Health Department;**
- Macomb Community Action;
- Michigan State University Extension Service.

The Department of Health and Community Services carries out its mandate through the services, programs, and activities of the constituent agencies. The Department increases the effectiveness and efficiency of those agencies by lowering barriers between them, and actively seeks ways to maintain and improve the health and well-being of all Macomb County citizens.

1. LEGAL RESPONSIBILITIES AND AUTHORITY

C. Defend and Indemnify Employees for Civil Liability

The Macomb County Health Department indemnifies, defends and holds its employees harmless from any civil liability or loss sustained in the performance of official duties, except for gross misconduct. The Health Department protects its employees from litigation while performing their duties through a County insurance policy with the following insurer:

Insured By:

Nickel & Saph, Inc.
PO Box 46907
Mt Clemens, MI 48046

Name Insured:

Macomb County, Michigan
Effective Date: July 1, 2016

A current copy of the certificate of liability insurance is included: **Attachment A**
Public Officials & Employment Practices Liability Coverage

1. LEGAL RESPONSIBILITIES AND AUTHORITY

- D. Agreement, contract, or arrangement for others to assist the local health department in carrying out its Food Service Sanitation Program responsibilities.

The Michigan Department of Agriculture & Rural Development empowers and supports the Macomb County Health Department in administering the Food Service Sanitation Program for inspecting and licensing public food preparation locations such as restaurants and temporary food service locations, as well as investigations of complaints and suspected foodborne illnesses. The Health Department does not delegate Food Service Sanitation program activities to outside contract entities. All program responsibilities are conducted by qualified Macomb County employees.

1. LEGAL RESPONSIBILITIES AND AUTHORITY

E. Exposure Plan for Bloodborne Pathogens and the Chemical Hygiene Plan

The Bloodborne Pathogens Exposure Control Plan is provided to eliminate or minimize occupational exposure to bloodborne pathogens. Employees covered by the Plan receive an explanation of this plan during their initial training session. The Plan is also reviewed during annual training. The Macomb County Health Department Medical Director reviews, updates and signs the Plan annually or more frequently if necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

The Chemical Hygiene Plan is provided to eliminate or minimize exposure to chemicals in the laboratory. All laboratory personnel receive initial training on potential chemical exposures and general precautions for handling of laboratory chemicals. The Macomb County Health Department Medical Director reviews, updates and signs the Plan annually or more frequently if necessary.

Copies of the plans are included in attachments.

Bloodborne Pathogen Exposure Control Plan: Attachment B

Chemical Hygiene Plan: Attachment C

2. LOCAL HEALTH DEPARTMENT ORGANIZATION

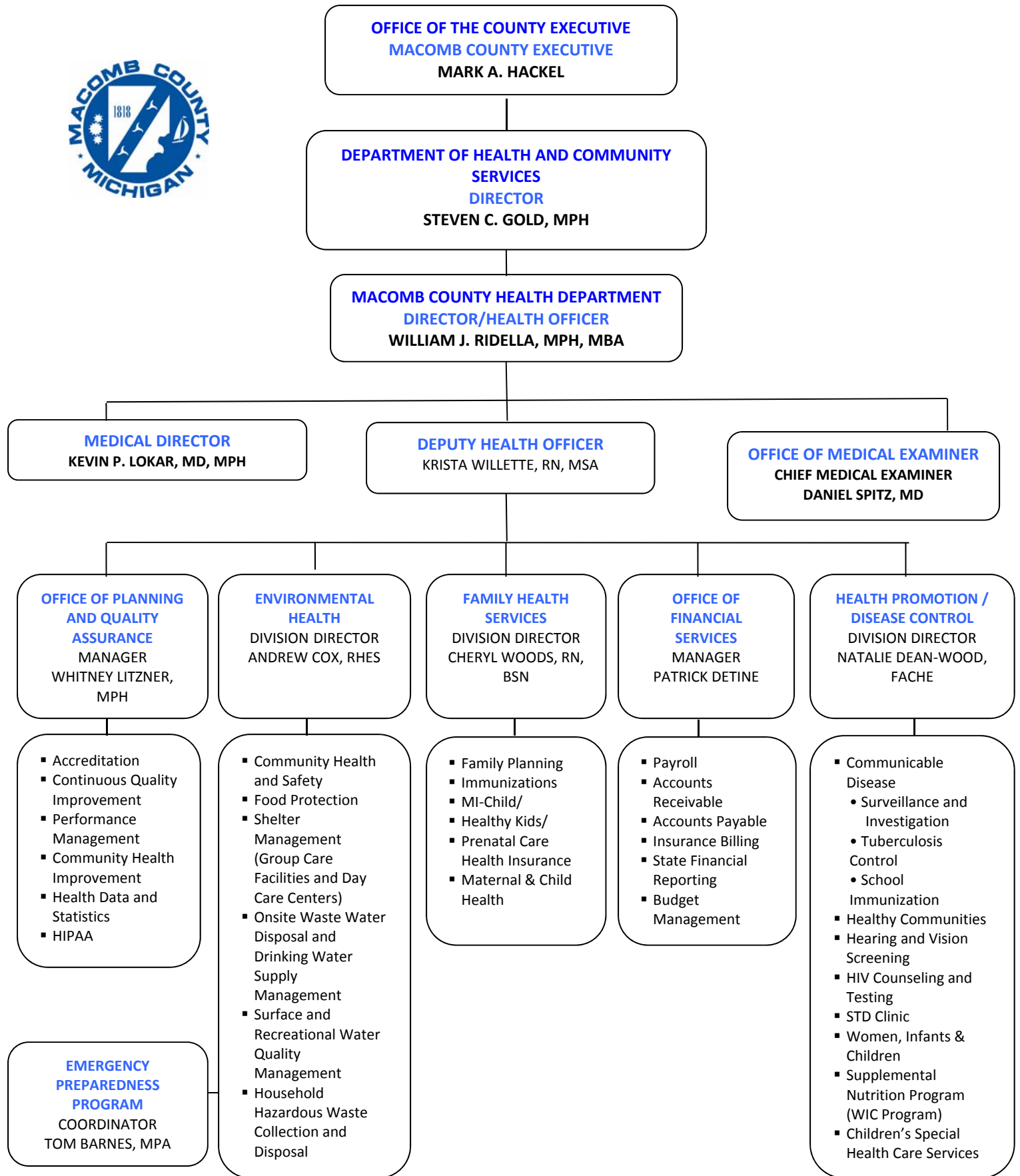
A. Organizational chart

The Macomb County Executive appoints the Director of the Department of Health and Community Services, who manages three agencies:

- **Health Department;**
- Macomb Community Action;
- Michigan State University Extension Service.

The Macomb County Health Department is administered by a Director/Health Officer, Deputy Health Officer, Medical Director, three Division Directors: Environmental Health Director, Family Health Services Director, and Health Promotion/Disease Control Director; as well as the Office of Financial Services, Office of Planning and Quality Assurance, Emergency Preparedness Program, and Office of Medical Examiner.

The official positions/titles, lines of authority and names of directors and higher level managers are indicated in the following organizational chart.



2. LOCAL HEALTH DEPARTMENT ORGANIZATION

B. Local Approval of Health Department Plan of Organization

Attachment D provides documentation of County Executive approval of the Macomb County Health Department Plan of Organization.

2. LOCAL HEALTH DEPARTMENT ORGANIZATION

C. Annual Operating Budget and Number of FTEs for Public Health Services.

The Macomb County Health Department annual budget – 2017:

Total Operating Budget: \$27,582,500

Total Number of FTEs: 212.5

Documentation indicating Macomb County Board of Commissioners' approval of the operating budget is included as **Attachment E**.

Attachment E is an excerpt from the
OFFICIAL MINUTES OF THE MACOMB COUNTY COMMISSION
FULL BOARD MEETING

Meeting date of December 1, 2016

R16-245: Adopt the FY 2017 Comprehensive General Appropriations Ordinance, supported by Commissioner Smith. The complete document may be viewed on the following web link:

<http://clerk.macombgov.org/sites/default/files/content/government/clerk/pdfs/boc/2016-12-01-minutes.pdf>

3. LOCAL HEALTH DEPARTMENT ORGANIZATION

D. Audit Findings, Responses, Subrecipients Monitoring and Corrective Actions

The financial statements of Macomb County were last audited as of and for the year ended December 31, 2015. The independent auditor's report concluded that there were no significant findings related to the Health Department. Therefore, no corrective action was submitted.

The complete audit report may be viewed on the following web link:

<http://finance.macombgov.org/finance-SingleAudit>

2. LOCAL HEALTH DEPARTMENT ORGANIZATION

- a. Information Technology (IT) capacity available to access and distribute current public health information.

The Macomb County Information Technology Department is dedicated to improving the daily business processes of the County and its departments through the innovative use of leading and proven technologies to align Macomb County to deliver world class services to its residents. Health Department division directors are on the IT Committee, which meets monthly with IT staff to review progress and updates on IT projects.

The IT Department:

- Provides service to county departments so that they may deliver better services to people
- Researches, sets, and supports technology standards for the County that are meant to enable us to provide the most efficient, secure and effective service to the citizens of the County
- Engages in due diligence to ensure the confidentiality, integrity, and availability of county data.
- Actively seeks collaborative opportunities with other entities to promote and provide optimal service.
- Analyzes and implements improvements in processes using the most cost-effective and strategic information technology.
- Balances organizational and technological resources in order to promote efficient systems performance.

The Macomb County Information Technology (IT) department supports over 24 distinct, county departmental web sites. The three primary web sites responsible for access and distribution of current public health information are the Macomb County web site, Macomb County Health Department, and Macomb County Clerks Office.

Macomb County web site: <http://macombgov.org> This site offers a listing of various health services within Macomb County, Prescription plans, and Dental Benefit programs.

Macomb County Health Department: health.macombgov.org This website content is monitored by each program and requested updates are submitted to the IT department web development team. Update alerts are sent to all web page subscribers. The IT department supports the Health Department's information technology capacity with the following applications:

- Mitchell & McCormick electronic medical records to access demographic and service reports.
- Alcectis program for Medical Examiner's office data management.
- Beach monitoring data
- Combined Sewer Overflows data
- Communicable disease school reports

- Macomb County Health Department Facebook page:
<https://www.facebook.com/PublicHealthMacomb>
- Emergency preparedness communications by subscription to email updates.

Macomb County Clerk/Register of Deeds: <http://clerk.macombgov.org/Clerk-Home>

The Register of Deeds provides the Health Department with free access to its database, enabling the acquisition of timely data regarding property transactions to ensure that all properties with a septic system or water well are evaluated. Problems found during evaluations are corrected or provisions made for correction at the time of the transaction. These evaluations are required by County law, for which the Health Department has been delegated enforcement authority.

Macomb County Health Department “HOTLINE” (586) 466-7923: The IT Department also maintains the health department’s telephone “HOTLINE” service. The recorded messages are updated as necessary by assigned program-specific staff members. This service allows the caller to access recorded information on Communicable Disease, Flu Services, Emergency Alerts, Medication Collections, Household Hazardous Waste, and PCBs.

E. MISSION, VISION AND VALUES

a. Local health department's mission statement.

MISSION

In partnership with the communities we serve, our Mission is to protect and promote the health and well-being of all those who live, work and play in Macomb County.

VISION

Healthy people in healthy communities.

VALUES

Integrity
Quality of life
Dedication
Prevention
Quality service for all
Respect and dignity
Confidentiality
Collaboration
Responsibility
Innovation and creativity
Open Communication

The Mission and Vision are posted at various locations within the health department and on the health department website:

<http://health.macombgov.org/Health-About>

Also publicized in the Annual reports on the following website:

<http://health.macombgov.org/Health-DataStatistics>

F. LOCAL PLANNING AND COLLABORATION INITIATIVES

- a. The following is a list of Macomb County Health Department's specific priorities, and
- b. Activities to plan or pursue priority projects with available resources:
 1. Community Health Assessment (CHA): In 2015, the Macomb County Health Department in partnership with local agencies, led the CHA process utilizing the Mobilizing for Action through Planning and Partnerships (MAPP) framework. The assessment process was completed in 2016 and four priority areas were identified: Access to Services, Behavioral Health, Chronic Disease and Healthy Lifestyle, and Social Determinants of Equity. In early 2017, a Community Health Improvement Plan (CHIP) will be completed by the steering committee and work groups will begin to implement CHIP activities throughout Macomb County. Information on the CHA and CHIP process can be found here: <http://health.macombgov.org/Health-CommunityHealthAssessment>
 2. Water Quality: Protecting our precious water resource has been a priority for the County office as well as the Health Department. The St. Clair River/Lake St. Clair Drinking Water Protection System employs monitoring equipment that is networked and operates in real-time to create an "early warning" system to detect contaminants before they can threaten public health. Collected data is archived daily in a publicly accessible database (www.rwqjims.com). A coalition of the drinking water communities facilitated by the Southeast Michigan Council of Governments, with MCHD representation, is responsible for the management and fiduciary functions of the monitoring network. In addition, the MCHD continues to protect water quality and public health by monitoring at bathing beaches and surface water sites during the recreational season. We also continue to investigate incidents involving spills and indiscriminate disposal of chemicals and hazardous waste. Further, our Household Hazardous Waste collection and disposal program continues to remove waste household chemicals, automotive fluids, pesticides and medications from the County solid waste stream.
 3. Maternal and Child Health: Protecting pregnant women, children and families in the county is a Health Department priority. In addition to the Maternal and Child Health Block Grant, the County government has dedicated resources and support for Family Planning Program activities and beginning in early 2017 the Nurse Family Partnership program will be launched at the Max Thompson Family Resource Center in Warren. Prenatal enrollment is offered for pregnant women in need of early access to prenatal health care to improve birth outcomes. The County also supports public health nursing home visiting for high risk pregnant women and newborns, and provides home-based assessments and interventions that support the Early On Program. Other activities to address maternal child health include the work of Fetal-Infant Mortality Review Team and Baby Resource Network of Macomb to assist in

- reducing the Black-White disparity in infant mortality, and improve access to prenatal care and infant safety education. The Baby Resource Network of Macomb brings together health care providers, Maternal Infant Health Programs, community groups such as Great Start and other key stakeholders to create a wide ranging network of maternal child health resources. The health department will continue utilization of a grant from the Michigan Department of Health and Human Services to conduct Safe Sleep presentations and further plans to pursue collaborative efforts to conduct a wider range of infant safety educational activities. In 2016, the Department began a Local Maternal Child Health Assessment with the Baby Resource Network of Macomb. The results of the assessment will help guide strategic plans for the Network and focus objectives with in the Maternal Child Program at the Department. Lead poisoning is also addressed by the coordinated efforts of the Environmental Health and Public Nursing staff to respond to increased lead levels in homes and provide education to the community to increase awareness. In 2016, the Department began to offer lead testing at our WIC office in Clinton Township to eligible children. Additional partnership with the Non-Paint Lead Sources Collaborative strives to educate ethnic communities on imported non-paint sources of childhood lead exposures (spices, cosmetics, pottery, religious items, etc.) <http://health.macombgov.org/Health-BabyResourceNetwork>
4. Healthy Communities Program: Promoting health education and healthy behaviors are priorities that have led to a health promotion program that aims to increase cardiovascular disease risk reduction awareness, nutrition and health education focused on chronic disease prevention. The program partners with the Greater Detroit Area Health Council and Henry Ford Health System and is working collaboratively to improve health outcomes and reduce health disparities related to obesity, diabetes, heart disease and stroke. In 2015, Healthy Communities staff began implementation of the Diabetes Prevention Program (DPP) in Macomb County communities with the highest rates on chronic disease. <http://health.macombgov.org/Health-Programs-HPDC-HealthyCommunities>
 5. Immunization: Increasing vaccine availability and easing accessing to vaccines have been a priority for the Health Department. The program offers vaccines for children and adults (including the flu vaccine) through support from State and County resources, which provides access to vaccines at all Health Department locations, WIC programs, and community outreach clinics. <http://health.macombgov.org/Health-Programs-FamilyHealthServices-ImmunizationClinic>
 6. Strategic Plan: Through an organizational strategic planning process, the following strategic priority was identified: The Macomb County Health Department will achieve organizational excellence to sustain the delivery of effective and quality public health services. Beginning in 2016, the department began to utilize a new performance management software to track progress on the strategic plan. <http://health.macombgov.org/sites/default/files/content/government/health/pdfs/MCHD%20STRATEGIC%20PLAN%20FINAL%2020150205.pdf>
 7. Macomb County Oral Health Coalition: In 2015 the Macomb County Oral Health Coalition was launched. The coalition's membership includes representatives from more than a dozen organizations working collaboratively to promote oral health in Macomb County. In 2017 a new partnership with My Community Dental Centers was

- launched at our Southwest Health Center to provide comprehensive oral health care. <http://health.macombgov.org/Health-OralHealthCoalition>
8. National Public Health Accreditation Board accredited local health department. The Department is preparing for accreditation by revising the Strategic Plan, finalizing the Community Health Assessment and Community Health Improvement Plan through allocated funding and strong community partnerships.
 9. Emergency Preparedness: The Department has placed priority on public health preparedness for bioterrorism and other emergency events, and coordinates its activities with the County's Emergency Management Department. The Medical Reserves Corp team aims to expand by recruiting new members to promote community resiliency through recruitment activities at Health Occupations Student Association meetings. The program expands training to staff to enhance preparedness and effective participation in public health emergency exercises.
 10. Operation RX: Operation RX is a comprehensive county wide initiative to prevent abuse, addiction and overdose of prescription narcotics. The Department is a key stakeholder and committee partner to help educate citizens of Macomb County and leads efforts to collect and disseminate data on opioid and prescription drug abuse for the coalition.

4. LOCAL PLANNING AND COLLABORATION INITIATIVES

c. Community Partnerships and Collaborative Efforts.

The Macomb County Health Department values collaborative efforts with a multitude of community organizations and agencies throughout the county as well as state to enhance capacity for greater impact on the health of our communities. The following is a list of community partnerships represented by health department staff:

- *Baby Resource Network of Macomb and Fetal Infant Mortality Review Team (FIMR)*: diverse group of community members lead by the MCHD to address issues related to infant mortality reduction and infant safe sleep education efforts.
- *Children's Healthcare Access Program*: population-based approach to improving health outcomes, raising the quality of care, and reducing healthcare costs for children on Medicaid.
- *FASD Achieve Task Force*: address the epidemic of FASD in southeast Michigan.
- *Great Start Collaborative Macomb*: community driven efforts lead by the Macomb Intermediate School District to address the needs of young children starting school ready to learn and succeed.
- *Healthy Kids Healthy Futures Coalition*: community-based chronic disease prevention coalition targeting children in Macomb County through the leadership of the Macomb County Health Department. Partners in this effort are representatives from schools, service agencies, health plans, hospitals, Macomb County Planning Department, parks and recreation departments, Girl Scouts, and Head Start.
- *Hispanic Coalition of Macomb*: promotes cultural integration to maximize the social, legal, educational, health and recreational services of Hispanics
- *Inter-Agency Council*: serves as a forum to discuss problems, concerns, and programs of mutual inter-agency interest in Macomb County
- *Macomb County Human Services Coordinating Body*: develops and integrates efficient policies and services affecting the County's human services network with the assurance of appropriate services delivery and coordination of services to residents of Macomb County. Health Department Director serves on Executive Council and staff support committees.
- *Macomb County Tobacco Prevention Coalition*: encompasses a diverse membership charged with educating young people about the dangers of using tobacco, encouraging smoking cessation for all age groups, and advocating clean indoor air in all setting.
- *Macomb County Water Resources Advisory Council (MCWRAC)*: concentrate on water quality, water access and water attraction – the three cornerstones of the County Executive's "New Blue Economy" initiative for the county. Representation includes government, higher education, environmental agencies, economic development and private industry.
- *Macomb Partners in Health*: to improve care management and reduce the rate of obesity, diabetes, heart disease and stroke in Eastpointe, Roseville, Center Line and Warren, in Macomb County.
- *Non-Paint Lead Sources Collaborative*: in cooperation with Wayne and Oakland Counties and the City of Detroit to educate ethnic communities on imported non-paint sources of childhood lead exposures (spices, cosmetics, pottery, religious items, etc.).
- *Operation RX*: combating addiction and reducing the amount of overdoses in Macomb

- *Southeast Michigan Perinatal Quality Improvement Coalition*: to implement key strategies of the Michigan Infant Mortality Reduction Plan to reduce the number of infant deaths in Southeast Michigan

Other collaborative efforts: COMMITTEE	LEAD ORGANIZATION
Alliance for Immunization in Michigan (AIM)	MDCH
Colorectal Awareness Network	American Cancer Society
Committee for the Elimination of TB	American Lung Assoc. of MI
Community Advisory Committee	Blue Cross Blue Shield of MI
Coordinated School Health Program	MISD
Early Head Start	Head Start
Family Planning Advisory Council (FPAC)	MDHHS /Family Planning Program
Family Planning Medical Advisory Subcomm.	MDHHS /Family Planning Program
Family Planning Reproductive Advisory Comm.	MCHD/Family Planning Program
Food Service Advisory Committee	MALEHA
Head Start Health Services Advisory Committee	MCA
Head Start Parent Policy Committee	Head Start
Health Advisory Committee	Warren Consolidated School District
Henry Ford School Health Advisory Committee	Henry Ford Macomb Hospital
Homeless Coalition Membership Committee	Homeless Coalition of Macomb Cty
Macomb Community Action Advisory Board	MCA
Macomb County Breastfeeding Coalition	MDHHS/WIC Program
Macomb County Prevention Coalition	MISD
Macomb County Youth Council	Human Services Coordinating Body
Macomb County Domestic Violence Coalition	MCDVC
Macomb Food Collaborative	MSU Extension
Macomb System of Care Sub-Committee	Human Services Coordinating Body
Mainstream Resource Committee	Homeless Coalition of Macomb Cty
Metro Detroit Safe Kids	Children's Hospital of Michigan
Michigan Action for Healthy Kids Coalition	MDHHS
MI Advisory Com for the Elimination of TB (MI-ACET)	MDHHS
Michigan Cancer Consortium	MDHHS
Month of the Young Child Committee	Great Start
MOTION Coalition	Authority Health
MSU Advisory Board	MSU Extension
Reproductive Health Advisory Committee	MCHD
Safe Kids Macomb County	Macomb Traffic Safety Association
Southeast Michigan Clean Air Network	MDHHS
Southeastern Michigan Epidemiology Committee	N/A
Southeastern Michigan Health Association	SE Michigan LHDs
Sterling Heights Wellness Committee	Sterling Heights City Offices
Tobacco Free Michigan	TFM Board of Directors
Warren/Center Line Prevention Coalition	WCPC

G. SERVICE DELIVERY

a. LHD's location (including addresses), services, and hours of operation

Locations are listed below, and the following health department websites provide address, telephone number, map, and services with associated links for each location:

<http://health.macombgov.org/locations>

The following is the index of required services and their associated health department website:

Immunization: Vaccines for infants, children, teens and adults.

<http://health.macombgov.org/Health-Programs-FamilyHealthServices-ImmunizationClinic>

Communicable Disease Control: Monitoring of communicable disease occurrence, reporting and investigation.

<http://health.macombgov.org/Health-Programs-HPDC-CommunicableDiseases>

Sexually Transmitted Disease Control: Testing, treatment and counseling.

<http://health.macombgov.org/Health-Programs-HPDC-STDProgram>

Tuberculosis Control: Diagnosis and treatment of latent and active TB disease.

<http://health.macombgov.org/Health-Programs-HPDC-TuberculosisProgram>

Emergency Management: Public Health Emergency Preparedness Program.

<http://health.macombgov.org/Health-Programs-EPP>

Prenatal Care: Assistance with prenatal enrollment for eligible health insurance is provided through our Public Health Nurses and Community Health Outreach Workers.

<http://health.macombgov.org/Health-Programs-FamilyHealthServices-PublicHealthNursing>

Family Planning: Provides reproductive health education, counseling and information about contraceptive methods and management, including abstinence.

<http://health.macombgov.org/Health-Programs-FamilyHealthServices-FamilyPlanning>

Healthy Communities: Health and nutrition presentations to individuals, school, community and professional groups on varied health topics; Community screenings for blood glucose. Car seat safety inspections. Diabetes Prevention Program lifestyle coaches and community classes.

<http://health.macombgov.org/Health-Programs-HPDC-HealthyCommunities>

HIV/AIDS Services: Confidential and anonymous counseling and testing for HIV disease; referrals for HIV treatment and care.

<http://health.macombgov.org/Health-Programs-HPDC-HIVAIDSCounselingTesting>

Hearing & Vision: Hearing and vision screening, referrals and follow-up for pre-school and school-aged children

<http://health.macombgov.org/Health-Programs-HPDC-HearingVision>

Public Swimming Pool Inspection: All operators of a public pool/spa in Macomb County are required to have the water tested weekly and the results reported to the Health Department. Pools and spas are inspected each year by the local health department.

<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-SwimmingPools-PublicPoolSpa>

Campground Inspection: Inspections and licensing of all sites.

<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-ShelterManagement-Campgrounds>

Public/Private On-Site Wastewater: Evaluation of proposed building site; conduct inspections of septic systems and soil; investigate complaints of failing systems or improper sewage disposal.

<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-WasteManagement-OnsiteSewagesSystem>

Food Protection: Promote maximum levels of sanitation at restaurants, temporary and mobile facilities and vending machines; food-borne illness investigation.

<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-FoodService-FoodInspections>

Pregnancy Testing: Available through Family Planning Program.

<http://health.macombgov.org/Health-Programs-FamilyHealthServices-FamilyPlanning>

Public/Private Water Supply: Water quality management.

<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-BeachMonitoring-ImproveWaterQuality>

Locations:

CENTRAL HEALTH SERVICE CENTER - MOUNT CLEMENS

43525 Elizabeth Road

Mt. Clemens, Michigan 48043

(586) 469-5235

Mon – Fri, 8:30 AM – 5 PM

Health Department Administrative Offices are located in Mount Clemens. Administration is composed of the following offices: Director/Health Officer, Deputy Director/Health Officer, Medical Director, Financial Services, Planning and Quality Assurance, Environmental Health, Family Health Services, Health Promotion/Disease Control, and Emergency Preparedness.

Services:

[Communicable Disease Investigation \(586\) 783-8160](#)

[Environmental Health \(586\) 469-5236](#)

[Family Planning \(586\) 469-5491](#)

[Health Data / Statistics \(586\) 469-5699](#)

[Immunizations \(586\) 469-5372](#)

[Public Health Nursing Services \(586\) 469-5520](#)
[School Immunization Program \(586\) 466-6840](#)
[Travel Health Information \(586\) 783-8190](#)
[Tuberculosis Control \(586\) 469-5421](#)
[Emergency Public Health Preparedness Program \(586\) 469-2110](#)
[HIV/AIDS Counseling & Testing \(586\) 465-8434](#)
[Sexually Transmitted Diseases \(586\) 465-9217](#)

MAX THOMPSON FAMILY RESOURCE CENTER

11370 Hupp Avenue
Warren, Michigan 48089
8:30 AM – 5 PM on Monday - Friday

Services:

[Women, Infants & Children \(WIC\) \(586\) 469-5471](#)
[Family Planning \(586\) 469-5491](#)

SOUTHEAST HEALTH CENTER - ST. CLAIR SHORES

25401 Harper Avenue
St. Clair Shores, Michigan, 48081
(586) 466-6800
8:30 AM – 5 PM on Monday - Friday

Services:

[Healthy Community Program \(586\) 412-3399](#)
[Child Passenger Safety \(586\) 412-3394](#)
[Vision and Hearing \(586\) 412-5945](#)
[Children's Special Health Care Services \(586\) 466-6855](#)
[Family Planning \(586\) 469-5491](#)
[Immunizations \(586\) 466-6800](#)
[Public Health Nursing Services \(586\) 466-6800](#)
[Women, Infants & Children \(WIC\) \(586\) 469-5471](#)

SOUTHWEST HEALTH CENTER - WARREN

27690 Van Dyke
Warren, MI 48093
8:30 AM – 5 PM on Monday - Friday

Services:

[Environmental Health \(586\) 465-8030](#)
[HIV/AIDS Counseling & Testing \(586\) 465-8434](#)
[Immunizations \(586\) 465-8537](#)
[Public Health Nursing Services \(586\) 465-8090](#)

[Sexually Transmitted Diseases \(586\) 465-9217](#)

VERKUILEN BUILDING

21885 Dunham Road

Clinton Township, MI 48036

(586) 469-5471

8:30 AM – 5 PM on Monday - Friday

Services:

[Women, Infants & Children \(WIC\) \(586\) 469-5471](#)

MACOMB COUNTY MEDICAL EXAMINER'S OFFICE

43585 Elizabeth Rd

Mt. Clemens, MI 48043

(586) 469-5214

8:30 AM – 5 PM on Monday - Friday

<http://health.macombgov.org/Health-Programs-MedicalExaminer>

H. REPORTING AND EVALUATION

a. LHD's efforts to evaluate its activities.

Macomb County Health Department follows the position statement on purpose, responsibility, and general objectives for quality assurance and quality improvement activities through the Performance Management and Quality Improvement (PMQI) Committee. The PMQI Committee is composed of representatives from all divisions within the health department and adheres to guidelines in the Performance Management and Quality Improvement Plan. Macomb County Health Department will use a performance management system to monitor and evaluate program performance and the impact QI projects had on those specific programs or services. When the PM system is not best choice to monitor and evaluate a QI project, the MCHD PMQI committee will utilize other reporting mechanisms to assist with monitoring and evaluating QI progress.

This information will be reviewed on a regular basis to ensure effectiveness and efficiency of QI projects, goals, and objectives. QI Project information will be shared via the following outlets

- PMQI Committee meetings (monthly)
 - MCHD Management Meetings (monthly)
 - Administrative staff meetings (weekly)
- A. Purpose: To provide a performance management and quality improvement plan to systematically evaluate and improve the quality of programs, processes and services to achieve a high level of efficiency, effectiveness and customer satisfaction.
- B. Responsibility: It is the responsibility of all MCHD staff, at all levels in the organization to:
- Identify problematic aspects of care and services
 - Develop a strong customer focus
 - Continually improving all processes
 - Involve employees
 - Mobilize both data and team knowledge to improve decision making
 - Suggest processes for possible improvements
 - Carry out plans for improvement
 - Understand and participate in ongoing quality assurance activities
- C. Quality Assurance Objectives for MCHD:
- To deliver quality public health services in a safe, efficient and cost-effective manner
 - Engage the governing entity or board to support policy decisions and leadership practices that emphasize quality
 - Involve everybody in QI and valuing the perspective of staff at all levels
 - Use data and QI tools in the daily work
 - Maintain a customer, client and stakeholder focus
 - Communicate, share QI stories, and celebrate success
 - Make long term plans to maintain a commitment to quality through changes and transitions
 - Use ongoing training and technical assistance to continually build capacity and expertise in QI
 - To assure compliance with federal, state, and local regulations

- To understand and follow recognized public health standards of care and best practice models

The following list includes evaluation tools used in measuring the performance and success of our activities:

- Yearly reports of accomplishments
- Annual goals and objectives
- Monthly service reports
- Staff meetings by programs or division to discuss progress of activities
- Accreditation indicators
- Clear Impact Performance Management System

6. REPORTING AND EVALUATION

- b. Mechanism to report on local health department’s activities to the community and its board or other governing entity.

The Health Department utilizes the following mechanisms to report its activities to the community and its governing entity. This list is a sample of outreach, reporting and communication methods:

Electronic:

- The Health Department services and activities are noted on the Macomb County Health Department web site health.macombgov.org
- These include departmental services, times & locations, health alerts, health bulletins, publications, surveys, and committee reports and updates.
- Macomb County Government web site macombgov.org , which includes additional Health Department and County press releases from the Office of the County Executive and an on-line Directory of Services which includes an index of health services offered by various departments within Macomb County.
- Macomb County Health Department Facebook page: www.facebook.com/PublicHealthMacomb/

Publications:

- Printed materials, booklets, flyers, and reports that are distributed to the media, local governments, businesses, County and State health agencies, and community leaders.
- Annual Reports: 2015 Annual Report <http://health.macombgov.org/Health-DataStatistics>
- Behavioral Risk Factor Surveys: <http://health.macombgov.org/Health-DataStatistics>
- Communicable Disease Summary: <http://health.macombgov.org/Health-Programs-HPDC-CommunicableDiseases>
- Environmental health information is provided for Beach Testing data, <http://health.macombgov.org/Health-Programs-EnvironmentalHealth-WaterQuality->

[BeachTestData](#) and the Combined Sewer Overflows data,
<http://health.macombgov.org/Health-Programs-EnvironmentalHealth-SewerOverflows>

- “State of the County” yearly publication
- Newspapers, Press Releases - Macomb Daily, Detroit Free Press, Detroit News

Public Meetings:

- Full Board of Commissioners monthly meetings
- Board of Commissioners Health & Human Services Committee meetings
- Board of Commissioners Finance Committee meetings
- Township board meetings
- Macomb County Water Resources Advisory Council meetings
- Tobacco Prevention Coalition meetings
- Healthy Kids/Healthy Futures
- Medical Reserves Corp meetings

Public Functions:

- Booths at various expos, shows, fairs (Boat Show, Builders Expo, Realtors Expo, Children’s Health Fair, Armada Fair, career fairs)
- School classroom presentations, lobby poster displays
- Intermediate School District meetings, school classroom presentations, lobby displays
- Various public health seminars (Well/Septic Homeowner presentations, Immunization Providers seminar, Child Passenger Safety presentations)
- Public Health Week activities

Departmental Meetings:

- Health and Community Services Department monthly meetings to report monthly activities and monitor progress of annual goals to the Office of the County Executive.
- Office of County Executive Department Directors monthly meetings.

I. HEALTH OFFICER AND MEDICAL DIRECTOR

a. Procedure for the appointment of a Health Officer and Medical Director

The Macomb County Health Department adheres to the Michigan Public Health Code for the requirements and qualifications of a Health Officer and Medical Director. The following is the procedure for appointment of a Health Officer and Medical Director.

MACOMB COUNTY HEALTH DEPARTMENT

- 1) Termination letter from current Director/Health Officer is sent to the County Executive.
- 2) Termination, Vacancy and Personnel Action Forms are completed and sent to the Human Resources and Labor Relations Department from the Health Department.
- 3) Human Resources and Labor Relations Director and County Executive approve filling the open position and it is posted at each Macomb County Office as well as the Macomb County Human Resources and Labor Relations Department website. The posting is open for two weeks.
- 4) Applications are received by the Human Resources and Labor Relations Department and are screened for proper credentials.
- 5) Applications are sent to the County Executive after the closing date of the posting for review and candidates are scheduled for interviews.
- 6) A Candidate is chosen.
- 7) The County Executive sends a letter to the Michigan Department of Community Health notifying them of the termination of the Director/Health Officer and the appointment of the new Director/Health Officer along with a copy of his/her professional qualifications for review.
- 8) Michigan Department of Community Health returns a letter to the County Executive stating the approval of the appointment and acknowledgment of his/her status.

7. HEALTH OFFICER AND MEDICAL DIRECTOR

- b.*** Michigan Department of Community Health Approval of Health Officer and Medical Director.

Attached are correspondence documents including the Michigan Department of Community Health approval letter for the Macomb County Health Department Health Officer and Medical Director.

Health Officer/Director: Attachment F
and Medical Director: Attachment G