

Ohio Department of Job and Family Services

Child Health Quality Committee Charter

Team: Child Health Quality Committee (CHQC)

Sponsor: Director Barbara Riley

Background:

An informal workgroup was established in 2004 to explore identified problems associated with the Department's provision of child health care services. These problems included, but were not limited to: inaccessibility to services, duplicated and fragmented programming, ineffective practices, and poor communication among ODJFS Offices regarding child health issues.

An expanded workgroup, representing numerous ODJFS Offices and Bureaus, began meeting in 2005 to explore office-specific policies and emerging issues associated with child health care. Since that time, the group has completed draft matrices of state and federal requirements, internal policies and procedures, existing programs, and anticipated internal and external system demands (e.g., requested service expansion, federal expectations of program improvement) as well as a strategic plan.

Following a presentation in March 2006, Senior Administrators requested that this workgroup be formally chartered to further the group's efforts toward developing a comprehensive approach to effectively address the health needs of children served by ODJFS.

Boundaries:

- The sponsor will review and approve proposed projects prior to the committee initiating related activities. At that time, the commitment of resources and the committee's level of authority (i.e., to solely recommend in an advisory capacity or implement departmental actions) will be delineated.
- All activities assumed by the Committee must be consistent with the goals of the CHQC strategic plan. The CHQC reserves the right to refuse to take on a project it deems outside its scope, or beyond its resource capability.

Mission: To improve the well being of children by increasing communication channels and coordination of health related services within ODJFS.

Key Quality Indicators/Measures:

1. The Steering Committee will adopt recommendations and a work plan for developing and maintaining a child health website by 9-30-06.
2. The Steering Committee will adopt recommendations and a work plan for implementing ODJFS' strategic plan regarding Fetal Alcohol Spectrum Disorders by 6 -30-06.
3. The Steering Committee will establish guidelines by which to select additional projects by 9-30-06.
4. The Steering Committee will review the CHQC goals and assess the feasibility of additional projects by 9-30-06.
5. The Steering Committee will review the CHQC Strategic Plan by 4-30-07 and revise as needed.

Guiding Principles:

- Meet and exceed customer expectations
- Continuously improve
- Work together in partnership - equal responsibility & opportunity to participate
- Base all decision making on facts and data

Long Term Goals: To improve the health of children served by ODJFS by adhering to CHQC goals. Future projects will be identified in collaboration with the Committee's sponsor following a review of the strategic plan on or before 7-1-06.

Meeting Frequency & Duration: This is an ongoing committee which has been meeting monthly. As workgroups are formed, the steering committee will convene not less than once per quarter. Subcommittee meetings will be scheduled as needed to meet project goals and time frames. Meeting times and dates will be decided by majority vote of the steering committee or subcommittee members present at the meeting proceeding the one being scheduled.

Facilitator: Donna Bush (OHP-BHPP)

Members:

- MICHELLE ALBAST (OFC-Child Care):
- SUZI BALLINGER (OFS):
- KAREN BOESTER (OHP-BCPS):
- GERRY CAIN (OWD);
- SARAH COOPER (OCS);
- KATHY HOFFER (OHP-BCPA):
- GWEN IVORY (OFAM-TANF):
- JANENE KEHL (OFC-Child Care):
- MICHELLE KOHLHORST (OCS):
- TERISA MONROE (OFAM-Food Stamps):
- LAUREN PHELPS (OHP-BCA):
- AMY SORKIN (OHP-BCA):
- YOLANDA TALLEY (OHP-BCA):
- ANTHONY TROTMAN (OHP):
- STEVE WALKER (OFAM-Refugee Services):
- VARIAN WILSON (OHP-BMHC):
- SUSAN WILLIAMS (OCF):
- CANDACE VALACE (DIRECTORS)

Signature of Sponsor:

Date: