
HEALTH EDUCATION

3-12.2 Management Responsibilities

- A. Headquarters Level The Health Education Program will provide:
1. Leadership: Leadership in clinical, preventive and public health programs.
 2. Consultation: Consultation and inter-governmental liaison with tribes
 3. Advocacy: Advocacy and voice for I/T/U systems
 4. Policy: Policy, planning and priorities
 5. Networking: Networking with other federal agencies, state and county governments and other organizations.
 6. Resource management
 7. Accountability: Accountability for health program and administrative system integrity
- B. Area Office Level The Area Health Education Program will provide:
1. Leadership: Provides leadership in clinical, preventive and public health programs.
 2. Consultation: Consultation and inter-governmental liaison with tribes. Provides technical assistance and consultation in health education.
 3. Advocacy: Advocacy and voice for Indian Health, Tribal, and urban systems. On an annual basis, analyzes and through use of the results of the Health Education Resource Management System (HERMS), develops reports received from the Service Units and Tribal Health programs to support advocacy for Indian Health, Tribal Health programs and Urban health education programs.
 4. Policy: Policy, planning and priorities. Develops the annual Area Health Education program plan.
 5. Networking: Networking with other federal agencies, state and county governments and other organizations. Collaborates with regional and state health agencies concerning educational aspects of American Indian and Alaska Native health problems and participates in conferences, workshops and meetings with these organizations.
 6. Resource management: At the request of Tribes and Service Units, conducts periodic reviews using the Health Education Program Review of Service Unit/Tribal Health Education programs throughout the Area to determine the most effective and efficient resource management of the Health Education program.
 7. Accountability: Accountability for health program and administrative system integrity.

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- Provides Area Health Education budget accountability. Submits a year-end Report of relevant Area health education program activities and outcomes to Headquarters on an annual basis.
- 8.

C. SERVICE UNIT AREAS The responsibility for the administration of health education activities at the field level is vested with the Service Unit Director or Tribal Administrator. Service Unit and Tribal Health Educators are responsible for the Core Functions in the following areas:

(3-12.2 Continued)

1. Leadership: Provides leadership in clinical, preventive and public health programs in the following areas:
 - A. School Health Education
 - B. Community Health Education (Health Promotion/Disease Prevention)
 - C. Work site Wellness
 - D. Patient Education
 - E. Service Unit/Tribal Health Education Program Administration
2. Consultation: Consultation and inter-governmental liaison with tribes. Provides technical assistance and consultation in health education.
3. Advocacy: Advocacy and voice for Indian Health, Tribal, and Urban systems. On a routine basis, submits reports to the IHS National Health Education Resource Management System (HERMS) Coordinator, to support advocacy for Indian Health, Tribal Health programs and Urban health education programs.
4. Policy: Policy, planning and priorities. Develops the written, annual Service Unit/Tribal Health Education program plan. As appropriate to the accreditation sought by the facility, Health Educator policies and procedures will address and meet those aspects of the certifying agency's standards that apply to health education, health promotion and disease prevention.
5. Networking: Networking with local federal agencies, state and county governments and other organizations. Collaborates with regional and state health agencies concerning educational aspects of American Indian and Alaska Native health concerns and health

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problems and participates in conferences, workshops and meetings with these organizations.

6. Resource management
To determine the most effective and efficient resource management of the Service Unit/Tribal Health Education program, participates in periodic reviews using the Health Education Program Review of Service Unit/Tribal Health Education programs and participates in the

(3-12.2C Continued)

Service/Unit Tribal Quality Assurance/Evaluation activities.

7. Accountability: Accountability for health program and administrative system integrity. Provides Service Unit/Tribal Health Education budget accountability. Submits a year-end Report of relevant Service Unit/Tribal health education program activities.