

HEALTH EDUCATION

Appendix VI

NATIONAL STANDARDS AND GUIDELINES

**Health Education Program Review
Program Disciplinary Goals and Professional Performance**

NOTE: These Reviews are applicable to traditional IHS Organizational Health Education Programs and are recommended Applications for Tribal and Urban Program Reviews conducted by Tribal and Urban Administrators.

1. The Health Education Program Review process should review the four aspects of the Program goals and Professional Performance. These four aspects in order of priorities are:
 - Health Education Program Effectiveness [Outcome] [HERMS Series 300-400]
 - Attainment of Health Education Disciplinary Goals and Objectives [Disciplinary Purpose/Organization Focus]
 - Comparison and adherence to "Operational Standards" of acceptable practice within the Health Education discipline [Program Design] [HERMS Series 100-200]
 - Health Education Program Support [Resource-Technical]
2. The Health Education Review Process should include a Concurrent "Year End" Review (or "Close-out") and an examination of the Annual up-coming "New Year" Program Plan.
3. "Quarterly Reviews" should be conducted only to facilitate:
 - A review of stated Benchmark Indicators or the Progression towards those benchmarks, and/or;
 - Identified deficiencies [This includes both Program and Program Support Issues.]
4. Reporting: In addition to written monthly/quarterly or Annual Reports, the Health Education Resource Management System (HERMS) Reporting system should employed. HERMS should be used as an Evaluation Format which includes a proposed delineation of the HERMS Task Matrix [Series 100-600] Reporting categories where applicable. This delineation is presented as a means of correlation between written Programming and Performance/Resource Use Indicators as outlines in the HERMS User Manual:
 1. Date-Task Matrix-Program
 2. Number of Population Served-Age
 3. Category-Task Hours
 4. Travel Hours
 5. Location Codes
 6. Community Codes