Model Aquatic Health Code MAHC Process Flow Diagram

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(1) Determine/establish document philosophy [SC](a) Incorporate into model code preface	Philosophy
(2) Create document outline [SC] (a) Develop list of modules	Organization
 (i) Categorize – major subheadings (ii) Prioritize modules for development (b) Document organization (i) Determine document layout (e.g. preface, definitions, order of modules, appendices, glossary, references cited) (ii) Determine format for model code (numbering, headings, etc.) 	
(3) Develop preface, definitions, glossary, etc. [SC]	Framework
(4) Determine host agency for model code document [SC]	Host
(5) Create library of code/standard information and references for use by technical committee [SC]	Library
(6) Establish technical committees for each module (by priority of modules) [SC]	Technical committee
 (7) Establish module development phases/group roles and timeline for completion [SC] 	Module development
 (a) Module development [TC] (i) Establish workplan and adhere to timeline (ii) Draft module language (iii) Identify research needs (iv) Reports/ briefings to steering committee (v) Submit module to steering committee for review (b) Module review and publishing [SC] (i) Review module – send back to technical committee for edits if necessary (ii) Submit draft for public comment (iii) Final review (iv) Publish module (stand-alone unit) (c) Establish mechanism for revision and updating of modules [SC] 	
(8) Ensure process is transparent, inclusive, and communicative [SC]	Open process
 (a) Transparent: website with regular updates, rules of engagement, organization with names (b) Inclusive: steering and technical committees have representatives from broad geographic areas who represent various disciplines and areas of expertise (c) Communicative: regular reports from director, presentations at national meetings, journal columns, CDC MMWR Notice to Readers, opportunity for public comment 	