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June 6, 2008

Dr. David McKeown  
Medical Officer of Health  
Toronto Public Health  
277 Victoria Street, 5th Floor  
Toronto, ON M5B 1W2

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Dear Dr. McKeown:

Re: Changes to the OCCHA Accreditation Process and Standards

In consideration of OCCHA's work to support continuous quality improvement, through the development and implementation of a quality framework for public health units, the OCCHA Board of Directors has formally approved a standardized accreditation process and award, to be implemented in January 2009. The standardized accreditation process will be based on a three year cycle, will include an annual review component, and will be linked to the OCCHA quality framework for public health units. The resulting accreditation process will also be streamlined to facilitate ongoing participation in the process, through the development of documentation checklists and enhanced web pages for accredited health units. An accreditation process working group has been organized to develop the protocols and tools for the standardized accreditation process, including updates to the on-site survey review. Their recommendations will be presented to the OCCHA Board of Directors for approval in July of this year. It is anticipated that updates to the accreditation process and documents will be available in late Fall of 2008.

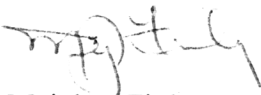
To further support this new accreditation process, the OCCHA Board of Directors, through the Principles and Standards Committee, recently completed a formal review of the accreditation standards. The standards were revised and updated to incorporate the Ontario Public Health Standards and to more clearly reflect the quality components within the quality framework. On behalf of the Board of Directors of the Ontario Council on Community Health Accreditation (OCCHA), I am pleased to provide you with a copy of our proposed *2008 Accreditation Principles, Standards, Components and Definitions*. I invite you to review this draft document with all appropriate Board of Health representatives and staff members (eg., directors, program managers, accreditation coordinators, etc.) and provide OCCHA with any comments and/or suggestions you may have regarding the content, clarity and focus of the standards, components and/or the definitions contained therein. To facilitate your response, please find enclosed an evaluation questionnaire. I have also enclosed a copy of the OCCHA Quality Framework for Public Health Units, the Quality Framework Overview and a ~~table~~ outlining all changes made to the standards. Your completed response is requested by June 30, 2008. An electronic copy of

the questionnaire and accreditation documents can be found on the OCCHA website at [www.occha.org](http://www.occha.org).

The OCCHA Board of Directors is committed to the continuous improvement of the accreditation process. This cannot be achieved without the support and input of public health agencies, Boards of Health, surveyors and member organizations. All responses will be reviewed by the OCCHA Board of Directors at our Annual General Meeting in July 2008. Upon final approval of the standards, all accreditation documents will be updated and made available on the OCCHA website.

Thank you for your assistance in this initiative. Should you have any questions regarding the enclosed documents or the process for review and implementation, please do not hesitate to contact me.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Meighan Finlay', written over a faint, illegible typed name.

Meighan Finlay  
Executive Director

Encl.