

Department of Health Services 140 Review

Level II and III Program or Service Decision Guide

Wisconsin Admin. Code §§ [DHS 140.05\(1\)\(b\)](#) and [DHS 140.06\(1\)\(b\)](#) outline program or service requirements of Level II and III local health departments (LHDs). This tool provides guidance to LHDs for selecting programs or services to submit as evidence during the Department of Health Services (DHS) 140 Review process. For the program or service being considered, compare the evidence available with the guide below to identify which evidence to include or ask about including and which to avoid.

Submit as a Level II/III Program or Service

- The Program or Service:
- IS above and beyond minimum required Level I services.
 - IS based on an assessed need in the community.
 - IS led and resourced by the LHD as shown through funding and staff time.
 - IS evidence-based.
 - IS a regular and ongoing LHD program or service, as shown through Board of Health and community partner involvement.
 - IS evaluated and evaluation data is available.
 - DOES align with the most recent public health agenda as specified in [Wis. Stat. § 251.20\(3\)](#).



Discuss with Regional Office staff before submitting

- The Program or Service:
- IS NOT based on an assessed need in the community, but the LHD can describe how the need for the program or service was identified.
 - IS NOT solely a program or service of a single LHD, but the LHD can describe how it is responsible for program function at the local level.
 - IS NOT led or resourced by the LHD, but the LHD can describe a significant role outside of leadership or funding.
 - IS NOT supported by partner engagement, but LHD can describe how the program or service is sustained.
 - WAS provided as evidence for 3B or 5C in Level I Tool.*



Cannot be submitted as a Level II or III Program or Service

- The Program or Service:
- DOES NOT go above and beyond minimum required Level I services (such as communicable disease or vaccine for children).
 - DOES NOT demonstrate more than a one-time event (such as a health fair).
 - DOES NOT demonstrate more than individual-level interventions, such as foot care clinics or blood pressure checks.
 - DOES NOT show LHD as leader, key participant, facilitator, or funder of program or service.
 - DOES NOT describe how program or service is improving community health.



***If an individual activity from a Level II or III program or service is submitted for 3B or 5C, the broader program or service may still be acceptable. Discuss with regional office staff.**



Wisconsin
Department of Health Services

For more information on the DHS 140 Review process, contact a Division of Public Health [Regional Director](#).

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Department of Health Services 140 Review

Assure a Strong Public Health System

Department of Health Services (DHS) 140 reviews verify a minimum level of services is provided or arranged for by local health departments (LHD).

DHS 140 reviews also promote the National Public Health Performance Standards.

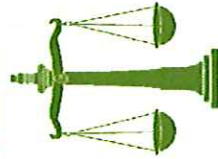
All Local Health Departments



The operations of all LHDs must be formally reviewed by DHS.

Statutory Requirement

The process gets its name from Wis. Admin. Code ch. DHS 140, which outlines that a formal review must occur under the authority of Wis. Stat. § 251.20(1).



A DHS 140 review is conducted at least every five years.

5 YEARS

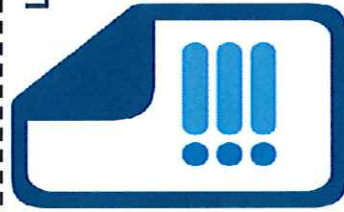
Review Team Coordinates with LHD

A review team composed of staff from the Division of Public Health (DPH), Office of Policy and Practice Alignment (OPPA), and other bureaus/offices, coordinates the timeline for the DHS 140 Review with the LHD.



LHD Collects and Submits Documentation

LHD staff gathers documentation that is requested as part of the review. The documents are submitted electronically for the review team to evaluate.



Onsite Visit Conducted

After the LHD has submitted evidence, the review team conducts an onsite visit to further discuss LHD operations.



LHD staff, Board of Health members, and other LHD partners often attend the onsite visit.

Review Team Recommendations

After the onsite visit, the review team provides written recommendations for the operations of the LHD to the state health officer.

The review team also highlights strengths of the LHD.



Certificate of Designation



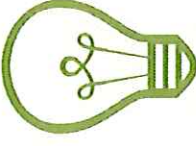
Based on the review team's recommendation, the state health officer determines whether the LHD satisfies the statutory requirements of a level I, II, or III LHD.

Motivation

The DHS 140 review process provides motivation to review policies and procedures, reorganize resource materials, and update agreements.



Learning Experience



It is also an opportunity for staff and board members to learn from each other about the function and success of the LHD.

Quality Improvement

DHS 140 reviews identify areas of opportunity and also support LHDs seeking accreditation. Improving the quality of services provided assures a strong public health system.

