

2017 ANNUAL REPORT



**CAMBRIDGE GUERNSEY COUNTY
HEALTH DEPARTMENT**

BOARD OF HEALTH

The board of health is the governing body for the combined health district under Ohio law. The board has the authority to hire staff, develop programs and is required to enforce specific sections of the Ohio Revised Code and Rules of the Ohio Public Health Council. The board may make such orders as necessary for its own government; for public health; the prevention or restriction of disease and the prevention, abatement or suppression of nuisances.

The board of health is made up of five members: Bill Black, Jr., Karen Enos, Rebecca Sudduth, Cliff Maximo, M.D., and Mike Yanico.

A YEAR IN REVIEW – 2017

January Accreditation Coordinator Position filled effective January 23, 2017.

Preparedness Plans were reviewed: Executive Summary, Base Plan Annex A and Annex A1.

2017 Environmental Health Program fees will remain the same after review of the cost methodology.

Appropriation reductions were reviewed and approved.

February February 8, 2017 – All Staff Training Day at the Crossroads Library.

Preparedness Plans were reviewed: Annex B, Annex B1, Annex C Annex C1 and Annex C2.

2017 Budget with cash carryover was reviewed and approved.

Board member training DVD reviewed and distributed.

Sliding Fee Scale for services approved for 2017.

Law enforcement, judges and local officials February 23, 2017 meeting regarding a syringe exchange program.

March Rusty Roberts presented information regarding air and water studies project through University of Cincinnati.

Law Enforcement and first responder trainings continue throughout the county for Naloxone distribution.

A YEAR IN REVIEW – 2017 (cont'd)

- March Preparedness Plans reviewed: Annex D, Annex E, Annex F, Annex G, Annex H and Annex H1.
- RHWP Grant reallocation of funds for EHR/EMR system for the health department.
- April 2016 Annual Report approved.
- District Advisory Council Meeting report given.
- Assessment of aging computer equipment report given.
- New client fee schedule which incorporates new codes and reimbursement rates.
- May 2018 Budget reviewed and approved.
- Report from EMA countywide exercise on April 11, 2017. Two staff from the health department participated.
- Regional functional exercise was held on April 20, 2017. Health department staff participated at the agency.
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- Letter to ODH regarding After Hours Drill sent to the board of health.
- June Draft Workforce Development Plan reviewed and discussed.
- Approval to contract with legal counsel to complete/revise the health department's personnel policy manual.
- ODH Water Well Program Survey report reviewed.
- Food Program/Retail Food Establishment policy/procedure resolutions approved.
- Community Health Improvement Plan (CHIP) kick off meeting on June 12, 2017.
- Community Health Assessment complete and in draft form.
- July Board members received the final Community Health Assessment.
- Illuminology Inc outline for the completion of the Community Health Improvement Plan is reviewed. Scope of work and service agreement is approved.

A YEAR IN REVIEW – 2017 (cont'd)

- July** Data regarding the Strategic Plan for the agency is reviewed and discussed.
- Regional EPI Contract with Noble County Health Department is approved for one year.
- August** Medical Mutual of Ohio renewal rates were reviewed and approved. They are the carrier for hospitalization insurance for staff.
- Community Health Improvement Plan planning call and community meetings have been scheduled.
- Second part of Strategic Plan is completed. Priorities were identified, board members approved Mission Vision and Values statement. The statement was presented to the community stakeholders, staff and township trustees for comment.
- September** Agenda and workgroup document reviewed for CHIP community meeting.
- Board members reviewed comments from OSU in regard to the Strategic Plan that was submitted for review.
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- County Commission Concealed Carry Policy reviewed.
- Practice Suite training for the EMR project in Family Planning/RHWP is complete.
- October** CHIP meeting report given. Three workgroups formed. Workgroup worksheet and templates were reviewed by the board members. Draft workplans are submitted for comment.
- Draft copies of the Strategic Plan are reviewed.
- Personnel Policy Manual revision is being completed. First draft should be complete by November board meeting.
- ODH Food Program site survey report was reviewed. Changes in inspection rotation and schedules will be completed for the registered sanitarians in the program.

A YEAR IN REVIEW – 2017 (cont'd)

November

Most recent work plans for the CHIP were reviewed.

Revised Strategic Plan discussed and approved with an effective date of January 2018.

Workforce Development plan is reviewed and discussed. The revision is approved with an effective date of January 2018.

Personnel Policy Manual is now in draft form. Meeting date of November 14, 2017 is set for the discussion of the draft with Clemans and Nelson, Inc.

2018 Budget is reviewed and approved. This is an estimated revenue only budget.

Health Space software for environmental health was discussed and reviewed. The board members approved the use of the software and the purchase of three tablets to be used in the field.

December

Board members received a draft copy of the Personnel Policy Manual for review and discussion at the January 2018 meeting.

2017 Cost Methodology was reviewed and discussed. All fees will remain the same for 2018 licensing year.

A Community Health Assessment funding proposal from the Ohio Department of Health was reviewed and approved for submission.

Health Space training completed December 14, 2017.

2017 year end budget projections were reviewed and discussed.

DISTRICT ADVISORY COUNCIL

The annual meeting of the Guernsey County General Health District Advisory Council was called to order at 7:00 p.m. on March 9, 2017 at the offices of the health department by Elizabeth “Betty” Duche’, Chairperson.

The following were present:

Lewis Catlett
William Tickhill
Pat Willis
James Sudduth, Jr.
Mike Lanzer
Elizabeth Duche’
Doug Larrick
Charles H Henry

Knox Township
Westland Township
Mayor of Pleasant City
Madison Township
Cambridge Township
Richland Township
Monroe Township
Londonderry Township

Karen Enos
Angie Gray, RN
Rose Ball
Randy Shepard, RS
Mikaela VanWey

Board of Health Member
Director of Nursing – Health Department
Administrator – Health Department
Director of Environmental Health
Accreditation Coordinator

The members reviewed and approved the meeting minutes from the March 24, 2016 meeting. The 2016 annual report was reviewed and discussed by the members and staff who were present at the meeting. Concerns regarding the proposed changes that could impact the CMH (BCMH) program for the agency were discussed. The electronic medical records requirement through ODH RHWP grant was discussed.

The process for the health department’s Community Health Assessment was discussed. All members were encouraged to participate in any of the activities that involve the assessment or the community health improvement plan. All the documents had been emailed to Ms. Duche’. The strategic plan process and upcoming trainings and meetings that staff would attend were discussed. All plans and documents will be available for review after completion.

Preparedness Plans were reviewed. Changes to some of the plans will occur due to the ODH deliverable requirements in the new grant year. These will be minor changes that will be reflected in the rubric for them. One of the current trends that impact the plans this year is the Zika Virus. The changes related to prevention, control and containing outbreaks.

The 2016 cost methodology was reviewed and the process discussed with the members. Based on the analysis of time sheets and financial data, fees for the 2017 licensing year will remain the same.

DISTRICT ADVISORY COUNCIL (cont'd)

The accreditation process was discussed with the members. The new accreditation coordinator was introduced to the group. A brief overview of the staff participation, domains, meeting requirements and timelines was discussed.

A proposed syringe exchange program was discussed with the group. A community meeting was held on November 16, 2016 with poor attendance. The health department will seek grant opportunity funding for this program. A meeting for law enforcement, judges and the prosecuting attorney also took place.

VITAL STATISTICS

Issuance of birth and death certificates (vital statistics) is one of the many services that the health department provides the community. The vital statistics section served 2,608 people in 2017. Of those served 335 were from out of Guernsey County and 117 reached out from out of state.

The health department is also responsible for the issuance of burial permits, cremation permits and the filing of birth, death, fetal death and certificates of service.

The cost of a birth or death record is \$22.00 per copy.

A kiosk for searching vital records is available in the waiting area for individuals looking for birth and death records through the state index.

The following is a five year review of pertinent vital statistics. These totals are the number of births and deaths that occurred in Guernsey County.

BIRTH AND DEATHS OCCURRING IN GUERNSEY COUNTY

BIRTHS	2017	2016	2015	2014	2013
	423	418	443	437	476
DEATHS	2017	2016	2015	2014	2013
	420	379	380	365	451

2017 Financial Report

2017 Receipts		2017 Expenditures	
Public Health Levy	\$826,695.59	Salaries	\$978,294.59
Subdivisions	\$11,200.00	PERS	\$145,719.15
		Worker's Comp	\$17,543.75
State Subsidy	\$7,520.53	Medicare Tax	\$12,210.25
		Social Security Tax	\$218.24
Environmental Health Fees:		Health/Life Insurance	\$148,166.87
Food Service/Establishment	\$50,439.45	Contract Services	\$93,298.28
Plumbing	\$76,259.00	Liability Insurance	\$6,236.00
Water	\$10,268.50	Travel / Car Expense	\$13,070.90
Home Sewage	\$87,155.00	Supplies	\$79,522.69
Campgrounds	\$10,633.50	Lab Fees	\$3,525.06
Solid Waste	\$3,875.00	State Fee Remittances	\$68,868.82
Pools/Spa	\$10,655.50	Equipment	\$50,177.94
Fines	\$69.00	Other Expense	\$33,763.75
Tattoo	\$150.00	Transfers	\$91,291.31
		Grant Funds to ODH	\$278.03
Total	\$249,504.95	Bank Fees	\$487.11
Clinic Services:			
BCMh	\$64,720.00	Grand Total	\$1,742,672.74
Title XIX	\$43,148.51		
Patient Fees	\$17,518.41		
Family Planning	\$34,095.77		
RHWP Grant	\$68,040.89		
Flu	\$7,269.13		
Public Health Infrastructure	\$45,548.19	January 1, 2017	
WIC	\$239,521.68	Cash Balance	\$1,062,665.55
CHA	\$5,500.00		
Maternal Case Manager	\$70,000.00	2017 Receipts	\$1,860,615.53
Total	\$595,362.58	Total	\$2,923,281.08
Transfers	\$88,345.00	2017 Expense	\$1,742,672.74
Vital Statistics	\$76,817.00	December 31, 2017	
		Cash Balance	\$1,180,608.34
Miscellaneous	\$5,169.88		
		2017 Receipts Exceed Expense	\$117,942.79
Total	\$1,860,615.53		

NURSING AND CLINIC SERVICES

Breast and Cervical Cancer Project

The Health Department serves as a satellite site for the Breast and Cervical Cancer Project (BCCP). The BCCP is a statewide, high-quality breast and cervical cancer screening and diagnostic program offered at no cost to eligible women in Ohio. Services provided include pelvic exams, pap tests, clinical breast exams, mammograms, case management and diagnostic testing, including biopsy and ultrasound, if needed. The Noble County Health Department administers the BCCP for the Southeast Region of Ohio. Income eligible women age 21 and older qualify for cervical cancer screening and diagnostic testing. Income eligible women ages 25-39 who are symptomatic and/or high risk qualify for breast cancer screening and diagnostic testing. Income eligible women ages 40 and over qualify for breast cancer screening and diagnostic testing.

Women served in 2017: 17
Cervical Cancer Screenings: 6
Mammograms: 11

Women eligible for mammograms are also referred to a mobile mammography unit from the Ohio State Arthur James Cancer Hospital or Southeastern Med's Women's Health Link. A total of two mobile mammography clinics were held during 2017 serving 32 women.

Children with Medical Handicaps (CMH)

The Children with Medical Handicaps (CMH) program is a health care program of the Ohio Department of Health. CMH links families of children with special health care needs to a network of quality providers and helps families obtain payment for the services their children need. CMH's mission is to assure that children with special health care needs and their families obtain comprehensive care and services that are family centered, community-based and culturally sensitive. The Health Department employs two registered Public Health nurses to make home visits to families of children with special health care needs and assist with referrals to physicians and other medical care providers. They also help provide families with information on area resources and support families that have children with special health care needs. CMH will pay for diagnostic services for children, regardless of family income. The CMH and Help Me Grow programs formed a partnership statewide so that each Help Me Grow client with medical needs can have the services of a Public Health Nurse. Health Department nursing staff provided a total of 293 visits and 12,217 ancillary/support contacts in 2017. The CHM program has a caseload of 223 children who were active on diagnostic services, treatment services and/or service coordination at the end of 2017.

Reproductive Health and Wellness Program

The Reproductive Health and Wellness program clinic provides women's health exams. This may include pap tests, sexually transmitted disease (STD) testing and treatment, clinical breast and pelvic exams, routine lab testing, family planning supplies, education, counseling, and referral services. Male services include STD testing and treatment, treatment for HPV, education, referral services and issuing supplies such as condoms. Clinic support includes a licensed social worker who screens and refers women for drug and alcohol counseling and domestic violence intervention. The RHWP/Title X grant enables the clinic to access 340B federal pricing for prescription contraceptives. This grant serves the target population of women and men that are at Federal Poverty Level, under or un-insured. Services are available to all presenting to the clinic and the cost is based on a sliding fee scale.

Number of clinics: 45

Total unduplicated clients served (Women and Men): 547

Total duplicated encounters (Women and Men): 993

Immunizations

The Cambridge-Guernsey County Health Department Immunization Program provides services to prevent and protect the public against vaccine preventable disease. There were six outreach clinics to three locations in the Amish community during 2017. Walk-in immunization hours are 2:00PM to 5:00PM on Mondays and 8:00AM to 4:00PM on Fridays. Immunization clinic hours were expanded from mid-July to mid-September in preparation of the increased number of school age children who need immunizations before the new school year began. The staff also provides immunizations to adults and children throughout the week in WIC and during the Women's Health Clinic. All currently recommended childhood immunizations are provided at the optional cost of \$10.00 per immunization. Adult vaccination prices vary according to the price of the vaccine.

Immunization Data

Total Number of Clinics at the Health Department: 94

Number Served: 1,639

Immunizations Provided: 3,889

Total Number of Amish Outreach Clinics: 6

Number Served: 32

Immunizations Provided: 62

Total Number of Flu Outreach Clinics: 8

DOSES GIVEN BY VACCINE REPORT

Childhood/Adolescent Immunizations

<u>Vaccine</u>	<u>Doses Given</u>
DTaP	109
Td	22
Pediarix	277
MMR	116
Influenza	149
HIB	353
Polio	26
Hep B	11
Varicella	122
Hep A	312
Tdap	296
Meningococcal	401
Meningococcal B	151
Rotavirus	157
HPV	221
Kinrix	133
Prevnar	355
DT	0
MMRV	128

Adult Immunizations

<u>Vaccine</u>	<u>Doses Given</u>
Hep B	51
Td	0
Influenza	344
Hep A	5
Menomune	0
Twinrix	31
Tdap	119
Menactra	0
HIB	0
MMR	0
Rabies	0
Varicella	0

2017 Reportable Communicable Disease Summary

<u>Class A</u>	Number of Cases
Measles (Rubeola)	2
<u>Class B</u>	
Brucellosis	1
Campylobacteriosis	9
Chlamydia	114
Cryptosporidiosis	4
E. coli	3
Giardia	3
Gonorrhea	24
Haemophilus Influenza	1
Hepatitis A	6
Hepatitis B	29
Hepatitis C	88
Influenza-associated hospitalization	32
Legionnaires' disease	3
Lyme disease	18
Meningitis, viral	3
Pertussis	4
Salmonellosis	5
Spotted Fever Rickettsiosis	1
Streptococcal disease, Group A	4
Streptococcus pneumoniae	7
Syphilis	1
Varicella	1
TOTAL REPORTED DISEASES	363

Sexually Transmitted Diseases

Numbers indicate those tested (Male and Female) by health department staff in 2017.

<u>Disease</u>	<u>Tested</u>	<u>Positive</u>	<u>Percent Positive</u>
Chlamydia	230	13	5.65%
Herpes	3	0	0.00%
HIV	40	0	0.00%
Human Papilloma Virus (HPV)	45	18	40.00%
Gonorrhea	230	2	0.87%
Syphilis	59	0	0.00%

Walk-In Services

Head Checks	140
TB Skin Tests	569

WIC (Women, Infants and Children)

The Women, Infants and Children (WIC) program is a federally funded supplemental food and nutrition program. Women, infants and children who meet income guidelines can receive nutritious foods such as milk, fruit and vegetable vouchers, whole grains, eggs, peanut butter or beans, juice, infant formula, cereal and baby food. Exclusively breastfeeding mothers are given a more extensive food package such as tuna, cheese, an additional one dozen eggs, additional whole grains, juice and milk. Eligibility requirements include Ohio residents that are breastfeeding, post-partum or pregnant women, infants and children up to five years of age that meet financial criteria and have a nutritional risk. The Farmer's Market Program, offered from June through October, also provides vouchers to participants to purchase locally grown produce.

The WIC program had 1138 active participants at the end of 2017.

Tobacco

The Health Department participates in the prevention of tobacco related disease and use. Staff accomplishes this in several ways.

- Tobacco education is addressed in Family Planning Clinic and education is distributed.
- Tobacco use risks are addressed during school presentation i.e. Health and Wellness presentations.
- Tobacco information about risk and cessation techniques are given and referrals are made to SEORMC cessation classes as the need arises.
- Staff discusses tobacco cessation with patients in Family Planning and General Medical Clinics and referred to the Ohio Tobacco Quit Line or Southeastern Ohio Regional Medical Center as appropriate.

General Medical Clinic

The Health Department continues to offer a much needed service to the community by offering a General Medical Clinic for residents of Guernsey County who do not have a primary care physician and who are unable to pay the full cost to see a primary care physician. The clinic is held every Wednesday afternoon. Dr. Edward Colby, Medical Director/Health Commissioner for the Health Department, serves the patients by appointment. Sick patients are scheduled as well as those seeking physicals for work, school, etc. The cost is \$10.00 for sick appointments and \$20.00 for physicals. Everyone is asked to pay this minimum charge. The clinic was held 43 times in 2017.

Number of visits in 2017	311
Appointments for routine physicals	129
Medical conditions diagnosed/treated at visits	624
Referrals	8

Project DAWN

Project DAWN is a community-based drug overdose education and Naloxone distribution program of the Ohio Department of Health. The Health Department has three nurses trained to provide this community education program and distribute Naloxone, under the direction of Dr. Colby, to individuals who might be in a position to witness and respond to an opiate overdose. These individuals are trained in recognizing the signs and symptoms of an overdose, distinguishing between different types of overdose, performing rescue breathing, calling for emergency medical services and administering intranasal Naloxone. The Health Department trained 46 individuals in the use of Naloxone in 2017, distributed 4 Project DAWN kits and 155 doses of Naloxone to law enforcement/emergency response agencies in Guernsey County. Through combined efforts of training and the distribution of Naloxone, 20 overdose reversals were accomplished in 2017.

The following agencies have received first responder training in the use of Naloxone and have received Naloxone kits to use in overdose situations: Guernsey County Sheriff's Office, Cambridge Police Department, Cambridge Fire Department, Byesville Police Department, Byesville Fire Department, Senecaville Volunteer Fire Department, Senecaville Police Department, Cumberland Volunteer Fire Department, Antrim Community Volunteer Fire Department, and the Old Washington Volunteer Fire Department.

Be Aware Program

The health department is a member of a collaborative team "Be Aware" program which is a mobile, educational tool targeting adults 18 years of age and older, to inform them of the "not-so-easily" identifiable signs of drug use and abuse in our communities. Other team members include: Alcohol and Drug Services of Guernsey County, Guernsey County Sheriff's Office, Guernsey Noble Safety Council, Ohio Valley Educational Service Center and Guernsey County Juvenile Court.

Clean Start Program

The Director of Nursing and the WIC Director serve as representatives for the health department with this collaborative group to address drug use during pregnancy. The group meets to coordinate wrap around services for pregnant women seeking help with drug abuse issues during their pregnancy. Appropriate referrals are made to social service agencies for these individuals. Members include: Early Head Start, Help Me Grow, Early Intervention, SEORMC Childbirth Center and Social Services Department, Mental Health and Recovery Services, Guernsey County Juvenile Court, Guernsey County Children Services and the health department.

Maternal Health Case Management

In November 2017 a maternal health case manager was hired by the health department through funding from Mental Health and Recovery Services Board and the 21st Century CURES Grant. The maternal health case manager received referrals from community stakeholders and provides case management services regarding prenatal care, drug abuse treatment, housing, transportation, nutrition, and parenting education.

C.H.O.I.C.E.S

Community.Hope.Opportunity.Independence.Change.Empowerment.Success

The Administrator and Director of Nursing serve as representatives for the health department with this drug collaborative. Many community leaders came together on November 16, 2015 to address the drug problem in our community. Key stakeholders have been identified and continue to meet on a regular basis. The problems of drug abuse and the impact on our community has been defined. Reality of the problem in our community and perspectives for each stakeholder have been addressed. A strategic plan (a working document) has been put in place with team action plans for community business leaders, Common Pleas, Municipal and Juvenile Courts, Law Enforcement Groups, Educators, Mayors, County Commissioners, SEORMC, health department, MVHC, media groups and social service agencies.

PUBLIC HEALTH EMERGENCY PREPAREDNESS

The health department continues to work closely with community agencies to update and review preparedness plans for the health department. Grant funding through the Ohio Department of Health is available to maintain these plans and meet capabilities. Regular planning meetings, regional exercises and local health department exercises are completed yearly. The health department is part of the Southeast District which is part of a consortium of 21 health departments. The health department is also part of the county disaster team and has a role in the county Emergency Operations Plan (EOP).

ENVIRONMENTAL HEALTH

Sewage Disposal Systems

74 permits issued. 48 systems were approved (34 leach fields, 14 NPDES). 74 site reviews were completed, 29 sewage system installers were registered, 12 service providers and 16 septage haulers were registered.

Private Water Systems

27 new well permits issued, The average depth of the wells drilled in 2017 was 143.6'. Average gallons per minute was 5.26.

Food Service Operations/Food Establishments

255 Food Service operations licensed and 349 inspections conducted. These include: (29 mobile licenses 32 mobile inspections were completed; 31 vending licenses were issued with 31 inspections completed.) 94 Retail Food Establishments were licensed, 164 inspections were conducted. 109 temporary food service permits were issued with 109 inspections completed.

Public Swimming Pools and Spas

28 licensed, 195 inspections made

Campgrounds

24 licensed, 24 inspections made

Tattoo Parlors

2 licensed, 2 inspections made

Plumbing

75 residential permits were issued, 54 commercial permits were issued. 47 master plumbers, 44 journeymen, 19 apprentice and 22 associate plumbers were registered.

Rabies Prevention/Animal Bites

105 animal bites were investigated (71 from dogs, 30 cats, 1 raccoon, 2 bats and 1 wolf hybrid). 1 non bite rabies exposures were investigated as well. The number of persons exposed was 106. Ten specimens were sent to the ODH Lab for testing - (4 cats, 2 dogs and 4 bats), all were negative. Four people started vaccine treatment.

Water Samples

64 bacteriological samples collected. 35 (60%) were safe, 23 (39%) unsafe and 6 (1%) sample tested positive for E. Coli.

School Inspections

17 schools were inspected for a total of 33 inspections.

Bedbug Referrals

The Administrator and DOEH continue to work closely with the Department of Job and Family Services to provide referrals for families with bedbug infestation. Monies are available through DJFS for treatment of homes through a referral system. School nurses and family members provide referral information. The DOEH makes a home visit and determines eligibility. All documents are hand delivered to DJFS for assessment. 53 home visits were completed with 33 referrals to DJFS for assistance.

Mission, Vision, and Values

Mission: To improve quality of life for Guernsey County by promoting health, preventing disease, and assuring a safe environment.

Vision: To be a healthy, safe, and thriving community.

Values:

- Respectful: To be understanding of the individual's values and concerns.
- Compassionate: Serving the individual's needs with empathy and dignity.
- Equality: To treat everyone with fairness and without bias.
- Confidential: To maintain professional and discrete relationships with the community and staff.
- Teamwork: Working as a team and treating each other with respect.

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