WHO self-assessment tool for Health Promoting Hospital

1. Standard: Management Policy

Substandard: 1. Organization identifies responsibilities for health promotion

Indicators: 1. The Hospital’s stated aims and missions include health Promotion Policy
   Yes  partly  No

2. Minutes of governing body reaffirm agreement with the Past year to Participate in WHO HPH Project
   Yes  partly  No

3. The hospital’s current quality and business plans include Health Promotion for patients, staff and community
   Yes  partly  No

4. Hospital identifies personnel and function for the Coordination of HPH
   Yes  partly  No

Substandard: 2. The organization allocates resources for implementation of Health Promotion

Indicators: 1. There is an identifiable budget for HP services and Management
   Yes  partly  No

2. Operational procedures such as clinical practice Pathways and guidelines are available in various Departments
   Yes  partly  No

3. Specific structure and facilities for HP identified
   Yes  partly  No

Substandard: 3. Organization ensures the availability of Procedure for Collection and evaluation of data in order to monitor the Quality of HP activities

Indicators: 1. Data are routinely captured on HP interventions and Available to Staff for evaluation
   Yes  partly  No

2. A programme for quality assessment for health Promoting activities is established
   Yes  partly  No

Complementary indicators: % staff aware of health promotion activities
% of patients or relatives aware of standards of HP
% budget dedicated to staff HP activities
2. **Standard: Patient assessment and intervention**

**Substandard:** 1. The organization ensures the availability of procedure for all patients to assess their need for HP

**Indicators:**

1. Guidelines on how to identify smoking status, alcohol consumption, nutritional status, socio economic status are present
   - Yes partly No

2. Guidelines/procedure has been revised within last year
   - Yes partly No

3. Guidelines are present on how to identify the needs for HP of group of patients (asthma, DM, COPD etc)
   - Yes partly No

**Substandard:** 2. The assessment of patient’s need for health promotion is done at first contact with hospital. This is constantly reviewed.

**Indicators:**

1. The assessment is documented in patient’s record at admission.
   - Yes partly No

2. There are guidelines for reassessing needs at discharge or end of intervention
   - Yes partly No

**Substandard:** 3. The patient’s need assessment reflects the information provided by others and ensures sensitivity to social and cultural background

**Indicators:**

1. Information from referring physician available in patient’s records.
   - Yes partly No

2. Patient’s record documents social and cultural background as appropriate
   - Yes partly No

**Complementary indicators:**

% patients assessed for generic risk factors.
% patients assessed for disease specific risk factors
Score on survey of patient’s satisfaction with assessment procedure

3. **Standard: Patient information and intervention**

**Substandard:** 1. Based on health promotion need assessment, the patient is informed of the factors impacting on their health
**Indicator:** 1. Information given to patient is recorded in his record
   - Yes partly No

2. Health promotion activities and expected results are documented and evaluated in records
   - Yes partly No

3. Patient’s satisfaction assessment of information given is performed
   - Yes partly No

**Substandard:** 2. The organization ensures that all patients, staff and visitors have access to general information on factors influencing health

**Indicators:**
1. General health information is available.
   - Yes partly No

2. Detailed information about high-risk diseases is available.
   - Yes partly No

3. Information is available on patient’s organization
   - Yes partly No

**Complementary indicators:**
- % patients educated about specific action in self management of their condition
- % patients educated about risk factors modification and disease treatment in the management of their condition.

Score on survey of patient’s experience with information and intervention procedures.

4. **Standard:** Promoting a healthy workplace

**Substandard 1.** Organization ensures the development and implementation of healthy and safe workplace.

**Indicators:**
1. Working condition comply with directives and indicators.
   - Yes partly No

2. Staff complies with health and safety requirements and all Workplace risks identified
   - Yes partly No

**Substandard 2.** Organization ensures the development and implementation of comprehensive strategy that includes staff training in health promotion skills

**Indicators:**
1. New staff receives an induction training that addresses hospital’s HP policy
   - Yes partly No

2. Staff in all department are aware of hospital’s Health
<table>
<thead>
<tr>
<th>Promotion policy</th>
<th>Yes</th>
<th>partly</th>
<th>No</th>
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3. A performance appraisal system and continuing Professional Development including Health Promotion
   Yes | partly | No |

4. Working practices are developed by multi disciplinary team
   Yes | partly | No |

5. Staff is involved in Health policy making, audit and review.
   Yes | partly | No |

Substandard 3: The organization ensures availability of procedures to develop and maintain staff awareness on health issues

**Indicators:**

1. Policies for health awareness issues are available for staff
   Yes | partly | No |

2. Smoking cessation programmes are offered
   Yes | partly | No |

3. Annual staff surveys are carried out regarding an assessment of individual’s knowledge, behaviour, on supportive services and policies.
   Yes | partly | No |

**Complementary indicators:**
- % staff smoking
- Smoking cessation
- Score on survey of staff experience with working conditions
- % short term absence
- % work related injuries
- Score on burn out scale

5. Standard: Continuity and cooperation

**Substandard:** Organization ensures that health promotion services coherent with current Provisions and Health policy plans

**Indicators:**

1. The management is taking into account the regional Health Policy plan
   Yes | partly | No |

2. Management can provide list of health and social care Providers working in partnership with hospital
   Yes | partly | No |
3. The intra and inter sectoral collaboration is in line with regional health policy plan. 

   Yes  partly  No

4. There is written plan for collaboration with partner improve the patient's continuity of care.  

   Yes  partly  No

**Substandard:** 2  The organization ensures the availability and implementation of Health promotion activities and procedures during OPD and after Discharge

**Indicators:**

1. Patients are given follow up instructions at OPD, referral or discharge  

   Yes  partly  No

2. There is procedure for information exchange about patient's all relevant information between organizations.  

   Yes  partly  No

3. The written summary of patient's condition, health needs and intervention given are sent in time to referral organization.  

   Yes  partly  No

4. A plan for rehabilitation of patient if needed and cooperating partner is documented in record  

   Yes  partly  No

**Complementary indicators:**

%Discharge summaries sent to general Practitioner or referral clinic with in 2 weeks or handed to Patient on discharge

Score on patient discharge preparation survey.

*Answers are marked in bold
(40 Items, Total marks-80; 2 marks-Yes, 1mark-partly, 0 mark-No)*