

Selected Listing of Suggested Learning Resources for Local Health Directors

Human Resources

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|---|--------------------------|---------------------|---------------|-----|------|
| Basic Supervision http://www.sph.unc.edu/nciph/basic_supervision.html | NCIPH-OCE | Face to Face | Awareness | CEU | \$ |
| Coaching Practices for Managers http://www.managers-gestionnaires.gc.ca/coaching_practices/coaching_practices_ed1_e.shtml | Government of Canada | Online resources | Awareness | No | Free |
| Coaching to Win http://aheconnect.org/ | AHEC | Short online course | Awareness | CEU | Free |
| Effective Supervisory Management Program http://www.sog.unc.edu/calendar/03.htm#em | UNC School of Government | Face to Face | Knowledgeable | CEU | \$ |
| Introduction to Public Employment Law http://www.sog.unc.edu/calendar/03.htm#ipel | UNC School of Government | Face to Face | Awareness | No | \$ |

Financial Management

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|--|--------------------------|-----------------------------|-----------|-----|------|
| 2007 NC Consolidated Agreement http://ncpublichealthacademy.org/ConsAgmt%20FY07.pdf | NC Legislature | pdf | NA | NA | Free |
| Budgeting and Financing Part 1 http://www.sog.unc.edu/calendar/01.htm#bfp1 | UNC School of Government | Face to Face Chapel Hill | Awareness | No | \$ |
| Health Department Budget http://ncpublichealthacademy.org/health%20department%20budgets.pdf | Mitzi Parris | Slides in Pdf format | Awareness | NA | Free |
| Healthcare Budgeting & Finance for the Non-Financial Manager http://www.mahec.net/calendar/index.asp?type=detail&pid=0&wid=1131757&parentID=0 | Mountain AHEC | Face to face in Asheville | Awareness | CEU | \$ |
| Medicaid Memorandum of Understanding http://ncpublichealthacademy.org/Medicaid%20Memorandum%20of%20Understanding.pdf | Mitzi Parris | Slides in Pdf format | Awareness | NA | Free |
| Staff Time Equivalencies | Mitzi Parris | Slides in Pdf | Awareness | NA | Free |

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|---|--|--------|--|--|--|
| http://ncpublichealthacademy.org/Time%20Equivalencies%20-1.pdf | | format | | | |
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Information Technology

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|---|--|--|---------------|-----|------|
| Evaluating Online Info http://www.hsl.unc.edu/Services/Tutorials/eval/Index.htm | UNC | Online | Awareness | No | Free |
| Infectious Disease Surveillance and Outbreak Investigation Using Geographic Information Systems (GIS) http://www2.sph.unc.edu/nccphp/training/gis_inf_dis/certificate.htm | NCIPH-NC Center for Public Health Preparedness | Online | Awareness | CEU | Free |
| Information Systems http://www.phf.org/infrastructure/ | Public Health Foundation | Public Health Infrastructure Resource Center | Knowledgeable | No | Free |
| Information Technology Tools http://turningpointprogram.org/ | Turning Point | Downloadable tools | Knowledgeable | No | Free |
| Public Health Informatics http://www.nyc.gov/html/doh/html/hrtp/site_informatics/index.htm | New York City Health Department | Online Tutorials | Awareness | No | Free |
| Community Assessment Guidebook http://www.healthycarolinians.org/pdfs/02Guidebook.pdf | Healthy Carolinians | Pdf | Knowledgeable | No | Free |
| 2007 County Health Data Book North Carolina Community Health Assessment Process http://www.schs.state.nc.us/SCHS/data/databook/ | | Website | Awareness | No | Free |

Performance Improvement

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|---|--------------------------|--------------------------|---------------|----|------|
| National Public Health Performance Standards Online Resource Center http://www.phf.org/nphpsp/ | PH Foundation | Online tools | Knowledgeable | No | Free |
| Performance Management Tools http://turningpointprogram.org/ | Turning Point | Downloadable manuals | Knowledgeable | No | Free |
| Performance Measurement Workshop http://www.sog.unc.edu/calendar/03.htm#pmlg | UNC School of Government | Face to Face Chapel Hill | Awareness | ? | \$ |

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|---|---|----------|-----------|----|------|
| Achieving Systems Change in Public Health Policy and Prevention http://www.ncpublichealth.info/hd_conference/2007/hdConference.htm | Presentations from 2006 Local Health Directors Conference | Webcasts | Awareness | NA | Free |
|---|---|----------|-----------|----|------|

Basic Public Health Science Skills

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|--|--------------------------------------|-------------------|---------------|----------|--------------------------------|
| Certificate in Core Public Health http://www.sph.unc.edu/nciph/certificate/ | UNC Public Health Leadership Program | Online | Proficient | Academic | \$ |
| Community toolbox http://ctb.ku.edu/ | University of Kansas | Web-based toolbox | n/a | No | Free |
| E is for Epi http://www2.sph.unc.edu/nccphp/training/training_list/t_e_epi.htm | NCPHP | 10 online modules | Knowledgeable | CEU | Free |
| Essential Services of Environmental Health http://www.nwcphp.org/training/courses-exercises/courses/essential-services-of-environmental-health | U of Washington | CR-Rom | Awareness | No | Free |
| Introduction to Population-based Public Health Practice http://cpheo.sph.umn.edu/mclph/course/pbph.html | Univ. of Minnesota | Online | Awareness | CEU | Free (fee if you wish CEUs) |
| NC Environmental Health All health departments should have a copy. | NCIPH | DVD | Awareness | No | Free |
| Orientation to PH – NY/NJ PHTC http://www.nynj-phtc.org/orientation/home/oph-login.cfm NC PH101 | NY-NJ PH Training Center | Online | Awareness | CEU | Free |
| Principles of Epidemiology in Public Health Practice http://www2a.cdc.gov/PHTNOnline/registration/detailpage.asp?res_id=1394 | CDC | Online resource | Knowledgeable | CEU | Cost for book or free download |
| Public Health History Timeline http://sphtc.org/timeline_082405.htm | NCIPH | Online resource | Awareness | | Free |

Policy Development

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|--|--|---------------------------------|---------------|-----|------|
| 2007 NC Consolidated Agreement http://ncpublichealthacademy.org/ConsAgmt%20FY07.pdf | NC Legislature | pdf | NA | NA | Free |
| Defining Local PH Practice – PHGR http://publichealthgrandrounds.unc.edu/defining/index.htm | UNC-PHGR | Webcast | Awareness | NA | Free |
| Ethical Issues in Local Government http://www.SOG.unc.edu/calendar/02.htm#eilg | UNC School of Government | Face to Face | Awareness | | \$ |
| Health Director’s Legal Conference http://ncpublichealthacademy.org/26th%20Health%20Directors%20Legal%20Conference.pdf | UNC School of Government | Conference April 25-26, 2007 | Awareness | CEU | \$ |
| HIPAA: An Overview of HIPAA and the Privacy Rule http://www2.sph.unc.edu/nccphp/training/hipaa/ | NC Center for Public Health Preparedness | Online Tutorial | Awareness | CEU | Free |
| Introduction to Law for Health and Social Services http://www.SOG.unc.edu/calendar/02.htm#ilhss | UNC School of Government | Face to Face | Knowledgeable | | \$ |
| NC General Statutes http://www.ncga.state.nc.us/gascripts/Statutes/Statutes.asp | NC General Assembly | Document | Awareness | | Free |
| NC Public Health Law Website http://www.ncphlaw.unc.edu/ | UNC School of Government | Online resources | Awareness | | Free |
| PH Ethics http://www2.sph.unc.edu/oce/phethics/ | NCIPH- | Short online course | Awareness | No | Free |
| Public Health Statute Modernization Tools http://turningpointprogram.org/ | Turning Point | Downloadable tools | Knowledgeable | | Free |
| Responding to Biological Threats: The Public Health System’s Communicable Disease Control Authority. http://ncinfo.iog.unc.edu/pubs/electronicversions/pdfs/hlb78.pdf | UNC School of Government | Document | Awareness | No | \$ |
| The Rulemaking Authority for NC Boards of Health http://ncinfo.iog.unc.edu/pubs/electronicversions/pdfs/hlb81.pdf | UNC School of Government | Document | Knowledgeable | No | Free |

Team Building

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|---|---------------|-----------------|---------------|-----|----|
| Basic Supervision http://www.sph.unc.edu/nciph/basic_supervision.html | NCIPH-OCE | Face to Face | Awareness | CEU | \$ |
| Building a Foundation for Your Leadership Skills | Mountain AHEC | Face to face in | Knowledgeable | CEU | \$ |

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|---|----------------------|----------------------------|---------------|-----|----|
| http://www.mahec.net/calendar/index.asp?type=detail&pid=0&wid=1131753&parentID=0 | | Asheville | | | |
| Coaching to Win http://ahecconnect.org/ | AHEC Connect | Short online course | Awareness | CEU | No |
| Community toolbox http://ctb.ku.edu/ | University of Kansas | Web-based toolbox | | No | No |
| Developing Your People http://www.govleaders.org/idp.htm | www.govleaders.org | Online resources and tools | Awareness | No | No |
| Solving Leadership Problems http://www.mahec.net/calendar/index.asp?type=detail&pid=0&wid=1131755&parentID=0 | Mountain AHEC | Face to face in Asheville | Knowledgeable | CEU | \$ |
| Team Building http://www.govleaders.org/tools-tips.htm | www.govleaders.org | Online resources and tools | Awareness | No | No |

Community Partnering

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|---|----------------------|--------------------------------|---------------|------|------|
| Collaborative Leadership Modules http://www.collaborativeleadership.org/ | Turning Point | Downloadable modules and tools | Knowledgeable | No | Free |
| Community toolbox http://ctb.ku.edu/ | University of Kansas | Web-based toolbox | Knowledgeable | No | Free |
| PH Ethics http://www2.sph.unc.edu/oce/phethics/ | UNC-OCE | Short online course | Awareness | No | Free |
| Working with Communities for Environmental Health http://www2a.cdc.gov/phtn/envedu/ | CDC | Webcast | Awareness | CEUs | Free |

Political Skills

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|--|--|--------|-----------|----|------|
| Board of Health Orientation http://www.ancbh.org/continuing-education.cfm | NCIPH | CD-Rom | Awareness | | |
| Understanding Public Health Advocacy http://ncpublichealthacademy.org/AdvocacySection-2.pdf | NC Incubator Collaborative and the NC PH Academy | Pdf | Awareness | No | Free |

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|---|--|----------------------------|---------------|------|------|
| Building Strategic Alliances with Local Officials http://ncpublichealthacademy.org/LocalOfficialsSection-2.pdf | NC Incubator Collaborative and the NC PH Academy | Pdf | Awareness | No | Free |
| Survey Data: How are NC Health Directors Working with County Commissioners http://ncpublichealthacademy.org/Survey%20Data-1.pdf | NC Incubator Collaborative and the NC PH Academy | Pdf | Awareness | No | Free |
| Working with the Media http://ncpublichealthacademy.org/MediaSection-1.pdf | NC Incubator Collaborative and the NC PH Academy | Pdf | Awareness | No | Free |
| Emergency Risk Communication for PH Professionals http://www.nwcp.org/edu/training/courses-exercises/courses/risk-communication | U of Washington | Short Online Course | Awareness | No | Free |
| Envirorisk http://www.uic.edu/sph/cade/envirorisk/index.html | CDC | Case-based online training | Knowledgeable | CEUs | Free |
| Health Director's Legal Conference http://www.sog.unc.edu/calendar/02.htm#hdlc | UNC School of Government | Conference | Awareness | CEU | \$ |
| Introduction to NC Public Health | NCIPH | Online | Awareness | No | Free |
| Organizing and Effective Advocacy Campaign http://ctb.ku.edu/ | University of Kansas | Web-based toolbox | Knowledgeable | No | Free |
| Social Marketing on a Shoestring Budget http://www.albany.edu/sph/coned/t2b2shoestring.htm | Univ. of Albany | Archived webcast | Awareness | CEUs | Free |
| Social marketing Tools http://turningpointprogram.org/ | Turning Point | Downloadable tools | Knowledgeable | | Free |

Program Planning and Evaluation

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|--|----------------------|-------------------|---------------|----|------|
| CDC Evaluation Working Group Website http://www.cdc.gov/eval/index.htm | CDC | Online tools | Awareness | No | Free |
| Community toolbox http://ctb.ku.edu/ | University of Kansas | Web-based toolbox | | No | Free |
| Introduction to Program Evaluation for Public Health Programs: | CDC | Self Study Guide | Knowledgeable | No | Free |

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| http://www.cdc.gov/eval/evalguide.pdf | | | | | |
| Logic Model development guide http://www.wkcf.org/pubs/tools/evaluation/pub3669.pdf | W.K. Kellogg Foundation | Publication | Knowledgeable | No | Free |
| Program Evaluation for Local Government and Non-Profits http://www.sog.unc.edu/calendar/03.htm#pelgpn | UNC School of Government | Face to Face in Chapel Hill | Awareness | Institute certificate | \$ |

Cultural Competency

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|---|--------------------------|-----------------|-----------------------|------|------|
| Basic Spanish for Healthcare Professionals Aheconnect.com | AHEC | Online | Awareness | CEUs | No |
| Cultural and Linguistic Diversity Trainings at Charlotte AHEC http://www.charlotteahec.org/ce/diversity/index.cfm?EventDiscipline=Diversity | Charlotte AHEC | Face to face | Dependent upon Course | CEUs | \$ |
| Exploring Cross Cultural Communication http://www.nynj-phtc.org/training.cfm | NY-NJ PH Training Center | Online | Awareness | CEUs | Free |
| Intermediate Spanish for Health Professional http://www2.sph.unc.edu/oce/spanish/ | NCIPH | Distance | Knowledgeable | CEUs | \$ |
| Introduction to the CLAS Standards http://breeze.unc.edu/p29594242/ | NCIPH | Online tutorial | Awareness | No | Free |
| Practicing Cross Cultural Communication http://www.nynj-phtc.org/training.cfm | NY-NJ PH Training Center | Online | Awareness | Ceu | Free |
| Spanish Language Training at Eastern AHEC http://eahec.ecu.edu/calendar/spanish.cfm?category=spanish | Eastern AHEC | Face to face | Dependent upon Course | CEUs | \$ |

Systems Thinking/Visionary Leadership

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|--|------------------------------|--------------|---------------|----|------|
| Changing Management Culture: Models and Strategies to Make It Happen http://www.tbs-sct.gc.ca/cmo_mfc/Toolkit2/GCC/cmc_e.asp | National Managers' Community | Online tools | Knowledgeable | No | Free |
|--|------------------------------|--------------|---------------|----|------|

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|--|--|-----------------|---------------------|-----|------|
| Achieving Systems Change in Public Health Policy and Prevention , presentations from the 2007 NC Association of Local Health Directors Annual Conference http://www.ncpublichealth.info/hd_conference/2007/hdConference.htm | NC Association of Local Health Directors | Streaming video | Awareness | No | Free |
| From Evidence to Practice http://www.nynj-phtc.org/ | NY-NJ PH Training Center | Online training | Awareness | No | CEU |
| Future of the Public's Health in the 21st Century http://www.nap.edu/catalog/10548.html | Institute of Medicine | Publication | Knowledgeable | | \$ |
| Leadership Training Calendar at Charlotte AHEC http://www.charlotteahec.org/ce/leadership_development/index.cfm?EventDiscipline=Leadership%20Development | Charlotte AHEC | Face to Face | Dependent on course | CEU | ? |
| Leadership Training at Charlotte MAHEC http://www.charlotteahec.org/ce/leadership_development/index.cfm?EventDiscipline=Leadership%20Development | Charlotte MAHEC | Face to Face | Various topics | CEU | ? |

Management Skills at Proficient Level

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|---|---------------|--|---|---------------------------------|
| MAHEC Management and Leadership Institute http://www.mahec.net/calendar/index.asp?type=detail&pid=0&wid=1310156&parentID=0 | Mountain AHEC | Face to Face Asheville | See brochure on website | \$ |
| Management Academy for Public Health http://www.maph.unc.edu/ | NCIPH | 9 month Team-based face to face and distance | The Academy helps managers build the finance skills necessary to track budget performance, make assumptions, and figure costs; build information skills to find and analyze data, communicate findings, and measure outcomes; and build the people skills necessary to delegate, manage | CEU Academic credit possible |

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| | | | partnerships, and work effectively in teams. | |
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Leadership Skills at Proficient Level

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|--|--|--------------|--|----------------------|
| Certificate in Core Public Health http://www.sph.unc.edu/nciph/certificate/ | UNC Public Health Leadership Program | Online | Epidemiology Health Policy and Administration Environmental Health Health Behavior Biostatistics | Academic |
| Certificate in Public Health Leadership http://www.sph.unc.edu/phlp/public_health_leadership_certificate_2059_2059.html | UNC Public Health Leadership Program | Online | Leadership Theory and Practice | Academic certificate |
| Distance MPH in PH Leadership http://www.sph.unc.edu/phlp/distance_leadership_mph_2081_2071.html | UNC Public Health Leadership Program | Online | Leadership Theory and Practice | MPH |
| DrPH in PH Leadership http://www.sph.unc.edu/hpaa/drph.htm | Dept. of Health Policy and Admin. UNC - SPH | Online | Leadership Theory and Practice | DrPH |
| Leadership Training at Charlotte MAHEC http://www.charlotteahec.org/ce/leadership_development/index.cfm?EventDiscipline=Leadership%20Development | Charlotte MAHEC | Face to Face | <ul style="list-style-type: none"> • Leading Conflict Resolution • Leadership 101: The Bottom Line • Five Levels of Leadership • Leadership Self-Awareness: Psychological Type for Personal Effectiveness • Proven Leadership Qualities: Making Them Part of Our Everyday Leadership Practices • Leadership Communication • Leading Effective Performance Management • Leadership Self-Awareness: Psychological Type for Personal Effectiveness • Leadership Connection - New Series! • Developing Your Leadership Skills Leading Conflict | |

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|---|--------------------------|---------------------------|--|-----------------------|
| | | | <ul style="list-style-type: none"> Resolution Leadership Problem Management | |
| Public Executive Leadership Academy http://www.SOG.unc.edu/calendar/03.htm#pela | UNC School of Government | Face to Face Chapel Hill | <ul style="list-style-type: none"> Transorganizational Capacity and Collaboration Managing People Becoming an effective change agent Engaging citizens and elected leaders. Resolving conflict Working with the media building relationships with your staff Working with boards | Institute certificate |
| Southeast Public Health Leadership Institute http://www.sephli.org/ | NCIPH | Distance and Face to Face | See Website | CEU |

Other Resources

Public Health Administration: Principles for Population-Based Management by Lloyd Novick, 2002

Public Health: What it Is and How it Works, Bernard Turnock

Local Public Health Practice: Trend and Models, Glen Mays, C. Arden Miller and Paul Halverson

The Future of the Public's Health in the 21st Century, Institute of Medicine

Govleaders.org

[Govleaders.org](http://www.govleaders.org/)

Community Toolbox

<http://ctb.ku.edu/>

Public Health Infrastructure Resource Center

<http://www.phf.org/infrastructure/>

National Managers' Community (Canada) http://www.managers-gestionnaires.gc.ca/menu_e.shtml

Council on Linkages Core Competency's with Skill Levels

http://www.trainingfinder.org/competencies/list_levels.htm

