

**Community Health Assessments  
Community Health Improvement Plans  
SOTCH Reports**

**Interim Guidance during the COVID-19 Pandemic**

On April 8, 2020, the NCLHD Accreditation Board voted to extend all accreditation cycles twelve months in accordance with Executive Order 119, Section 1(3) via authority granted by the NCDHHS Secretary in response to the COVID-19 pandemic.

Benchmark requirements remain unchanged. Fortunately, DPH offers some leniency in submission of documents. To request a variance, the health director or designee should request an extension for submission of CHA, CHIPs, and SOTCH documents in writing in advance of the required date of submission. Emails may be sent to the Director, Community Health Assessment, State Center for Health Statistics [cha.sotch@dhhs.nc.gov](mailto:cha.sotch@dhhs.nc.gov).

Additional support:

- If the local health department and/or its collaborating partners need assistance in pulling secondary data, please email the Director, Community Health Assessment, State Center for Health Statistics [cha.sotch@dhhs.nc.gov](mailto:cha.sotch@dhhs.nc.gov).
- Assistance with CHIPs is available through a series of summer 2020 workshops. See website for more information <https://schs.dph.ncdhhs.gov/units/ldas/>
- NCIPH has resources to assist LHDs with 2020 CHA primary data collection efforts. Field data collection assistance is available through a fee-based contract as usual, but no-cost assistance for focus group and/or web survey data collection is also available this year through AHEC request. Requests must be made by August 31, 2020. For more information, please contact Erin Magee at [emagee@email.unc.edu](mailto:emagee@email.unc.edu).

Reminder: Collaboration and community engagement is an essential component of the community health assessment, community health improvement process. Health departments should follow local and state guidance for conducting meetings in the pandemic. Virtual meetings are acceptable alternatives, but organizers should be mindful that community members may be less likely to participate. Special provisions for safety and access should be considered.

For more information:

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