

## Attachment I - PHICCS Invitation-Email

**Subject:** YOUR INPUT REQUESTED: NIHB Public Health in Indian Country Capacity Scan

**Body:**

Date \_\_\_\_\_

Dear \_\_\_\_\_,

On behalf of the National Indian Health Board (NIHB), I am contacting you to request your participation in an assessment to collect data for the NIHB *Public Health in Indian Country Capacity Scan* (PHICCS) project (project funded by the Centers for Disease Control and Prevention – CDC). You were identified to complete the assessment due to your key role in Tribal public health leadership.

### Purpose of assessment

The data collected through this assessment will be used to create a national-level profile report on the public health system and infrastructure in Indian Country. Participation is voluntary. Your answers are valuable and will be used to develop a report that will support and guide Tribal essential public health service work in the areas of public health practice, technical support, and assessing issues related to improving Indian health. Wide participation of Tribal health departments, Tribal public health departments (where they exist), and Alaska Native health consortiums in this capacity scan is critical to put forth a comprehensive picture of public health in Indian Country.

### Instructions for participation

In order to participate in this voluntary assessment, please click the unique hyperlink provided at the bottom of this email. The hyperlink will redirect you to the web-based tool to complete the assessment for your Tribal health entity. Complete the 129-question assessment, which should take no longer than 60 minutes. All responses are immediately saved and can be changed at any time. However, once the assessment is submitted, you will be unable to modify any responses. Also, you are not required to complete the assessment at one time, you may access the assessment multiple times using the unique link below. When finished responding to all relevant questions, click the SAVE & CONTINUE button at the end of the assessment to submit responses.

The assessment will be open from **[START DATE]** until **[END DATE]**.

### Scope of assessment

The questions will cover:

- Public Health Activities
- Public Health Workforce
- Public Health Priorities and Needs
- Public Health Governing Entity
- Additional Comments

### Security

Information collected will be kept on secure, password protected servers accessible only to NIHB project team members. NIHB will develop and disseminate a report of findings (national-level profile report) from this assessment in aggregate form.

NIHB will share this national-level profile report with the CDC.

### Technical Assistance

If you experience problems with the web-based tool, would prefer to have a physical copy of the scan, and/or wish to speak with an NIHB staff member for assistance in filling out the assessment, please contact Stephen Valliere at [svalliere@nihb.org](mailto:svalliere@nihb.org) for technical assistance.

**Follow this link to the Assessment: [Take the Assessment](#) [hyperlink]**

Thank you in advance for you participation and we look forward to hearing from you.

Sincerely,

Carolyn Angus-Hornbuckle, JD  
Deputy Director & Director of Public Health Policy and Programs  
National Indian Health Board (NIHB)  
910 Pennsylvania Ave SE  
Washington, DC 20003  
Email: [chornbuckle@nihb.org](mailto:chornbuckle@nihb.org)