**Best National Online PCA Resources – Governance**

**May 2017**

**Health Resources and Services Administration (HRSA)**

[HRSA Website](https://bphc.hrsa.gov/)

HRSA Samples and Templates Resource Center (CEO Responsibilities; Board Committee Guidelines; Board Functions and Responsibilities; Checklist for Health Center Bylaws; Corporate Responsibility and Health Care Quality – A Resource; Corporate Responsibility and Corporate Compliance; Sample Board of Directors Governance Policy Manual; Sample Board Self Evaluation(s); Sample Succession Planning Manual; Sample Succession Planning Policy; Code of Conduct for Board Members; Governing Board Handbook; Recruitment, Retention, and Development of Board Members; Sample Board Education, Training, and Needs Survey; Sample(s) Board Member Application; Sample Board Member Expectations; Sample Standards of Conduct for Board Members; Governance Series Bulletins; Board Source): [HRSA Templates and Examples](https://bphc.hrsa.gov/programrequirements/resourcecenter/governance/index.html)

[Authorizing Legislation of the Health Center Program](http://www.aachc.org/wp-content/uploads/2015/02/330-legislation-Copy.pdf)

[Health Center Program Governance PIN 2014-01](http://www.aachc.org/wp-content/uploads/2015/02/PIN-2014-01.pdf)

[HRSA/BPHC Governing Board Handbook (2000)](http://champsonline.org/assets/files/ToolsProducts/CHCBoardResources/BoardDocs/governingboardhandbook.pdf)

[Summary of the 19 Center Program Requirements](http://www.aachc.org/wp-content/uploads/2015/02/Health-Center-19-requirements.pdf)

[HRSA Health Center Site Visit Guide](https://bphc.hrsa.gov/programrequirements/svguide.html)

[Form 5A: Required Services](http://www.aachc.org/wp-content/uploads/2015/02/form5a.pdf)

[PIN 2014-02: Sliding Fee Discount](http://www.aachc.org/wp-content/uploads/2015/02/pin201402.pdf)

[HRSA About FTCA](https://bphc.hrsa.gov/ftca/about/index.html)

[Practical Guidance for Healthcare Governing Boards on Compliance Oversight](https://oig.hhs.gov/compliance/compliance-guidance/docs/Practical-Guidance-for-Health-Care-Boards-on-Compliance-Oversight.pdf), OIG and HRSA

[HRSA Policy Regarding FQHC Affiliations](http://bphc.hrsa.gov/programrequirements/policies/pin199727.html)  and [Amendment Regarding FQHC Affiliations](http://bphc.hrsa.gov/programrequirements/policies/pin199824.html)

[BPHC Newly Funded TA Web Guide: Resources for New and Existing Grantees](http://bphc.hrsa.gov/technicalassistance/newguide/bphcwebguide.pdf)

[Annual Disclosure of Potential Conflicts of Interest](http://cchn.org/?attachment_id=4340" \t "_blank),  as shared by Sumter Family Health Center.

[Conflict of Interest Guidelines](https://bphc.hrsa.gov/technicalassistance/newguide/5cconflictinterest.pdf)

**National Association of Community Health Centers (NACHC)**

[NACHC Website](http://www.nachc.org/trainings-and-conferences/governance/)

[MyNACHC Catalogue](http://mylearning.nachc.com/diweb/catalog) Lists all resources for CHCs, including Governance.

[NACHC Board Videos and Publications Search Page](http://iweb.nachc.com/Purchase/SearchCatalog.aspx?ReturnPage)

[July 2015 Health Center Program Governing Board Workbook](http://www.aachc.org/wp-content/uploads/2014/01/Governance-Workbook-8-18.pdf)

The [NACHC Board Education Video Series](http://mylearning.nachc.com/diweb/catalog/item/id/264528/q/q=governance*20videos&c=76&n=2&o=-d) which uses brief video vignettes to present scenarios to highlight board roles and responsibilities.

CHCs can access an [Introduction to Health Centers for Governing Board Members](http://mylearning.nachc.com/diweb/catalog/item/id/262628/q/c=76&q=Introduction*20to*20Health*20Centers&t=3369) and is geared toward strengthening board members’ competencies. Although this is a free resource, additional log-in information is necessary for access.

The NACHC [Governing Board Responsibilities and How to Do Them](http://mylearning.nachc.com/diweb/catalog/item/id/252274) series, which breaks out the primary requirements and responsibilities of CHC governing boards. A hard copy publication of this series is available for $20, or each document of the series can be downloaded for free.

[NACHC Governance Series Bulletins](http://iweb.nachc.com/Purchase/CatalogSearchResults.aspx?Option=1&ProductTypeText=Governance+Series+Bulletins+%28English%29&ProductTypeValue=13) which break down board roles and responsibilities into 19 documents that each address a specific CHC governing board responsibilities or effective governance method and provide examples of best practices. This series can be downloaded for free and is available in both English and Spanish.

The [Community Health Center Governing Board Workbook](http://mylearning.nachc.com/diweb/catalog/item/eid/PB0815TTA1;jsessionid=26D82C9568F7884C4D4B13194C1CE4A9.worker1) provides a brief overview of the Health Center Program and its unique characteristics and requirements, including community based governance. It also highlights the foundational knowledge and core competencies needed to be an effective health center board member.

The NACHC [Sustainability and Succession Planning Webinar Series](http://mylearning.nachc.com/diweb/catalog/item/id/733486)  was recently released by NACHC. The first webinar focuses on organizational sustainability and C-Suite succession planning. The second webinar focuses on three approaches to succession planning and provides leaders with an understanding that can help them sustain executive and senior leadership within the organization.

NACHC Checklist for High Performing Boards [Recommendations for High Performing Boards](http://cchn.org/wp-content/uploads/2014/11/Characteristics-of-a-high-performing-board.pdf)

NACHC previously published the issue brief concerning [Ensuring Compliant Health Center Bylaws and Effectively Addressing Conflicts of Interest](http://aachc.org/wp-content/uploads/2014/01/Ensuring-Compliant-Health-Center-Bylaws-and-Effectively-Addressing-Conflicts-of-Interest.pdf) (2011)

[NACHC Trainings Page](http://www.nachc.org/trainings-and-conferences/)

[NACHC Governance PowerPoint 11.2012](http://aachc.org/wp-content/uploads/2014/01/Governance-Webinar-Presentation-11-29-12-Large-Print.pdf)

“Moving Toward a High-Performing Health Center Board,” Community Health Forum, Summer 2011:

<http://aachc.org/wp-content/uploads/2014/01/Moving-Toward-a-High-Performing-Health-Center-Board.pdf>

“Addressing the Needs of LGBT People in CHCs – What Governing Boards Need to Know,” NACHC:

<http://www.lgbthealtheducation.org/wp-content/uploads/LGBTHealthforBoards-Final.pdf>

**CHAMPS**

CHC Board Composition and Recruitment: <http://champsonline.org/tools-products/chc-board-resources/chc-board-composition-recruitment>

Board Member Orientation and Retention: <http://champsonline.org/tools-products/chc-board-resources/board-member-orientation-retention>

Board Roles and Responsibilities: <http://champsonline.org/tools-products/chc-board-resources/chc-board-roles-responsibilities>

The ED/BOD Relationship: <http://champsonline.org/tools-products/chc-board-resources/the-edbod-relationship>

Effective Board Meetings: <http://champsonline.org/tools-products/chc-board-resources/effective-board-meetings>

CHC Board Committees: <http://champsonline.org/tools-products/chc-board-resources/chc-board-committees>

Evaluation and Assessment: <http://champsonline.org/tools-products/chc-board-resources/evaluation-assessment>

Continuing CHC Board Education: <http://champsonline.org/tools-products/chc-board-resources/continuing-chc-board-education>

**Mid-Atlantic Association of Community Health Centers**

Board Governance Webinar Series (five, 30 minute recorded webinars): “Governance in the Non-Profit Sector,” “Strategic Planning,” “Financial Oversight,” “Promoting Beneficial Community Relations,” and “Developing and Supporting an Effective Board.”: <https://www.machc.com/content/board-governance> (not dated)

**Capital Link**

Creating a Dynamic and Useful Strategic Plan – a Toolkit for Health Centers:

<http://www.caplink.org/images/stories/Resources/publications/Toolkit-Creating-a-Dynamic-and-Useful-Strategic-Plan.pdf>

**Michigan PCA**

Practical Guidance for Health Care Governing Boards on Compliance Oversight  
2015 | PDF | Source: Office of Inspector General, U.S. Department of Health and Human Services

<https://oig.hhs.gov/compliance/compliance-guidance/docs/Practical-Guidance-for-Health-Care-Boards-on-Compliance-Oversight.pdf>

Needs Assessment: An Overview of Requirements for SAC/NAP Opportunities

<https://www.slideshare.net/michiganpca/needs-assessment-an-overview-of-requirements-for-sacnap-opportunities>   
2016 | Video & PDF | Source: Michigan Primary Care Association  
Discusses the process of completing Needs Assessments and provides information on the current SAC/NAP opportunities.

Quality - Your Role as a Board Member

<http://c.ymcdn.com/sites/www.mpca.net/resource/resmgr/Board_Governance/2016/Quality_-_Your_Role_as_a_Boa.pdf>   
2016 | PDF | Source: Cheryl Gildner, Compliance Manager, Ingham Community Health Center, Inc.

Many board training videos accessible on the website. <http://www.mpca.net/?page=ERC_governance#financial>

**Northwest Regional PCA (NWRPCA)**

“Fundamentals of Governance” 10-part webinar series with contributing experts.

<http://www.nwrpca.org/events/event_details.asp?legacy=1&id=854307>

1.“Foundations of Governance”

2.“Effective Board Committees”

3. “Engaging Everyone at the Board Table”

4. “Must-Have Board Policies and Procedures”

5. “Recruiting, On-boarding, and Retaining Great Board Members”

6. “Evaluating the CEO and Evaluating the Board”

7. “Financials, Audits, 990s, Oh My!”

8. “Strategic Planning”

9. “Leading the Mission, Engaging the Community”

10. “Key Communication Skills for Board Members”

**Wyoming PCA**

<http://www.wypca.org/publications.aspx#BoardTraining>

“Health Center Board Training” – Dallas Lain, WY attorney. Short 6-10 minute videos:

1. Introduction; 2. Health Center Program Background – PCA Director; 3. Health Center Governing Boards;

4., 5., 6., 7. Health Center Program Requirements

**Short Videos:**

Iowa “What is a Community Health Center?”

<https://www.youtube.com/watch?v=xZFPe2RsaqY> 2.50 minutes (also Hawaii and the Dakotas) (excellent)

NACHC “What is a Community Health Center?” nachcmedia

<https://www.youtube.com/watch?v=NSGIrdNnRvw> 18 minutes

NACHC “America’s Health Centers: An Enduring Legacy, Value for Today and Tomorrow” nachcmedia

<https://www.youtube.com/watch?v=aV9jJpX0PZI> 5.28 minutes

“HRSA Chalktalk: The Health Center Program” hrsatube

<https://www.youtube.com/watch?v=j80B4ckjOT8> 3.36 minutes

NACHC “Paving the Road to Good Health” nachcmedia

<https://www.youtube.com/watch?v=dXOc93wJLT4> 1.06 minutes

Iowa PCA “Board Member Responsibilities” – youtube 10 minutes

<https://www.youtube.com/watch?v=YKBtLipdewI&feature=youtu.be> (excellent)