

Fiscal Year 2008/2009 Budget Program Description

HEALTH DEPARTMENT - ADMINISTRATION

Department Mission Statement:

The Mission of McHenry County Department of Health is to prevent disease and promote health and safety. This shall be accomplished by investigating, assessing and implementing solutions to Health and Safety needs through collaborative community involvement and education

Program Description (By OCA Code)	Customers Served	Mandated Service	Funding Source
1) Public Information Disseminates public information by means of written and electronic media. Develops informational materials about the Department and its services. Maintains relationships with local media. Informs the public of various timely health issues. Assists with coordination and referral for necessary services. Provide phone and direct reception.	All residents, 16 Newspapers (approx 261 subjects), 2 Weekly Radio Shows (61 topics), 50Internet-TV or Cable adds, 15 Billboards Information available via internet site.	55 ILCS 5/5-25013	Health Protection Grant Local Funds
2) Fiscal Operations Conducts all accounting and budgeting functions for the Department, tracking all revenues and expenditures, and grant vouchering, and billing for services		55 ILCS 5/5-25013	Various Grants Local Funds
3) Human Resources Assures compliance with relevant HR regulations and maintains Departmental Personnel files, creates and oversees interpretation of personnel policies adopted by the Board of Health		55 ILCS 5/5-25013	Health Protection Grant Local Funds
4) Policy Development and Assurance Assures that programs address priority health issues and develops policy to support public health issues and programs	All County Residents	55 ILCS 5/5-25013	Health Protection Grant Local Funds
5) Vital Records Assure birth and death records accurately completed and registered properly with the State. Records are available to those requesting to have them. Databases of records are created to facilitate utilization of birth and death statistics	County residents needing certificates 4,224 Births and 1711 Deaths registered in 2006	410 ILCS 535/7 (4) et. Seq.	Fees collected
6) Planning Completes a community health planning document, maintains and analyzes County health statistics, interprets mortality and morbidity trends for program development and program prioritization. Assists in developing goals and objectives for the department in comprehensive, integrated planning process	County residents and see note below Health agencies		Health Protection Grant
7) Dental Clinic Provides dental care and treatment to low income adults and children unable to obtain care elsewhere. Priority is given to alleviating pain and suffering through emergency care. Preventive care is emphasized through participation in well child clinics and through provision of exams, prophylaxis, fluoride treatment and dental sealants in schools	Low income adults and children About 3850 clients were seen in 2007	No	Foundation Funds, Fees, Donations, State Grants and Medicaid