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# LPHA Triennial Review Process

- The Triennial Review looks at data and information from a three-year review cycle (2018-2021) to identify common trends, training needs and barriers.
- “Desk Reviews” have transitioned back to in person as of May 1, 2022.
- Still using the Modified review methods set down by the OHA Liaisons group through December 31, 2022.

Phebe Howe, REHS  
Partner Services Coordinator

# Modified Review Methods During COVID-19 Response

## Process

1. A liaison from the Office of the State Public Health Director (OSPHD) will communicate with the local public health administrator or designee to discuss LPHA preferences, including:
  - Compliance-only or compliance and quality assurance reviews
  - Parameters around dates and times for review meetings to occur within the designated month(s) of the LPHA's review
  - **Note:** LPHA may request postponement of the entire review or specific program reviews if staff capacity is limited due to COVID-19 response efforts.
  - Preferences related to meeting in person or virtually

# Modified Review Methods During COVID-19 Response

For postponed triennial reviews, the period to be reviewed for most programs will be the three years leading up to the initially scheduled review month. Unless otherwise communicated between the program reviewer and the local program.

Each reviewer will communicate with their local program contact regarding whether the program review will be conducted remotely or in person. A virtual or in-person meeting may include:

- Inspection, observation, or discussion required for completion of the review tool
- Discussion of findings (or possible findings), corrective action, and due dates
- Exit interview with LPH Administrator or designee

## Modified Review Methods During COVID-19 Response

The reviewer will send a draft completed program review tool and program review report to the local program contact to review before finalizing documents.

After conducting all reviews, OSPHD will send:

- A compilation of program review tools and reports to the LPH Administrator or designee
- A summary of compliance findings
- Required corrective action and due dates
- **Note:** For all LPHA triennial reviews initially scheduled to occur through at least December 2022, the usual overview report will not be sent to the LPHA's governing body due to limited capacity while catching up on postponed reviews. Instead, the LPHA governing body will receive one summary letter regarding the triennial review after all findings have been resolved.

# Drinking Water Services

Drinking Water  
Services

- Reviewers will complete the review tool based on program records and information provided by the local program.
- As of May 1, 2022, in-person meetings with the local program will be conducted to fill in details and address any questions or areas of concern.

# DRINKING WATER SERVICES - TRIENNIAL REVIEW TOOL

Criteria for compliance	Compliance			Comments/documentation/explanation/timelines
	Yes	No	N/A	
<b>A. REQUIRED SERVICES</b>				
<b>1. Respond to emergencies:</b> The local public health authority (LPHA) must develop, maintain and carry out a response plan for public water system emergencies, including waterborne disease outbreaks, spills, operational failures and water system contamination. <a href="#">ORS 401.305(5); Program Element (PE) 50 4.b.i.</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The LPHA has / does not have an emergency response plan (ERP) in place.  The plan is / is not easily accessible to those who would need it during emergencies.
a. The response plan is up to date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The plan was/was not recently updated in
b. The plan is used when needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It has/has not been put to use in the past three years.
c. The LPHA must notify Drinking Water Services (DWS) of emergencies that may affect drinking water supplies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The LPHA is aware of this collaboration.
<b>2. Conduct independent enforcement actions:</b> LPHA must take independent enforcement actions against licensed facilities, which are public water systems, for violations of maximum contaminant levels and monitoring and reporting requirements. <a href="#">PE 50 4.b.ii.</a> ; Foodborne Illness Prevention Program Policy 09-95*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Independent enforcement action was / was not required during the review period.  Staff members are/are not aware of when to cite critical drinking water violations at those restaurants which supply drinking water from on-site sources.
d. The LPHA must report these actions and water system status to DWS.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The LPHA is aware of this collaboration.
<b>3. Maintain and use DWS database:</b> LPHA must maintain access via computer to DWS's Data On-line website. <a href="#">PE 50 4.b.iii.</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The LPHA has an inventory of ___ active public water systems, which includes ___ OVS systems.  Access is being maintained to the SDWIS database, and changes are made to update system inventories when needed. Appropriate DWS forms are in use for this purpose.
a. LPHA must make timely changes to DWS's SDWIS computer database inventory records of public water systems to keep DWS's records current	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LPHA makes timely changes to DWS's SDWIS computer database inventory records of public water systems to keep DWS's records current
<b>4. Provide technical regulatory assistance:</b> LPHA must provide technical and regulatory assistance in response to requests from water system operators for information on and interpretation of regulatory requirements. <a href="#">PE 50 4.b.iv</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LPHA provides technical and regulatory assistance in response to requests from water system operators for information on and interpretation of regulatory requirements

# Triennial Review Report – Program Summary

LPHA: Choose an item.

Review date:

Program reviewed: Drinking Water Services

OHA section or office: Drinking Water Services

Reviewer name: Phebe Howe

Reviewer title/position: Partner Services & Capacity Development Coordinator, Oregon Health Authority Drinking Water Services

# Local Public Health Authority Reviews

- <https://www.oregon.gov/oha/PH/ProviderPartnerResources/LocalHealthDepartmentResources/Pages/lhd-trt.aspx>