

Re-Certification Process for CERTIFIED SBHCs

ANNUAL CERTIFICATION REQUIREMENTS

To remain certified, SBHCs must stay in compliance per Standards for Certification. The list below outlines reoccurring due dates and deliverables, as required by the Standards for Certification and the SBHC State Program Office.

JULY 15:	<ul style="list-style-type: none"> • Visit/encounter data submission from prior school year*
OCTOBER 1:	<ul style="list-style-type: none"> • Update the Online SBHC Operational Profile for the current school year. More info in the Operational Profile User's Guide** <ul style="list-style-type: none"> ▪ Includes entire profile (Details, Operations, Staff, Shift Hours) ▪ Includes Key Performance Measures* ▪ Includes Annual Operating Revenue Information*
OCTOBER:	<ul style="list-style-type: none"> • In-person Coordinator meeting (usually in Portland)*** • SBHC Coordinators receive new Satisfaction Surveys (paper or electronic)*
JANUARY 25, 2017 10-12pm:	<ul style="list-style-type: none"> • Coordinator Meeting via webinar***
JANUARY 15:	<ul style="list-style-type: none"> • Visit/encounter data mid-year submission for current school year* • Satisfaction Surveys mid-year submission*
APRIL 11, 2017 1-3pm:	<ul style="list-style-type: none"> • Coordinator meeting via webinar***
JUNE 30:	<ul style="list-style-type: none"> • Satisfaction Surveys end-of-year submission*
ONGOING:	<ul style="list-style-type: none"> • Update Operational Profile as changes occur (e.g., staffing, operating hours, contact information or other updates). More info in the Operational Profile User's Guide**

*More information can be found on the [Data Requirements](#) page at www.healthoregon.org/sbhc.

**More information can be found on the [Certification Standards](#) page at www.healthoregon.org/sbhc.

***Archived meetings can be found on the [Coordinators Meetings](#) page at www.healthoregon.org/sbhc.