

# Certified Healthy Congregation Frequently Asked Questions

## Eligibility

**Q: Is this open to any size congregation?**

A: Yes, any congregation within Oklahoma may apply.

**Q: If I was a Certified Healthy Congregation last year, do I need to reapply?**

A: Yes, applicants must re-apply each year for certification.

**Q: Is this open to all faiths?**

A: Yes, any faith tradition in Oklahoma may apply.

## Application Process

**Q: When can I apply?**

A: The application period runs from August 1<sup>st</sup> to November 1<sup>st</sup>.

**Q: Where do I apply?**

A: Please apply online at [www.certifiedhealthyok.com/congregation](http://www.certifiedhealthyok.com/congregation)

**Q: Can I mail or fax my application?**

A: No, all applications must be completed online. We will not accept mailed or faxed applications. Please contact the Center for the Advancement of Wellness if you need assistance with getting your application submitted.

**Q: How will I know if my application was submitted successfully?**

A: You will receive a confirmation e-mail if your application is submitted successfully. If you do not receive this e-mail, first check your spam to see if it got caught in there, if it is not there, please call and verify if it went through successfully 405-271-3619. If it did not, you will need to re-submit.

**Q: I have multiple congregation sites. Does each one need to apply?**

A: We encourage applicants to submit an application for each congregational site.

**Q: My congregation is connected to a school or early childhood facility. Should I still apply as a congregation?**

A: Yes, we encourage congregations connected to and/or affiliated with a school or early childhood facility to apply separately.

**Q: I am having technical issues with the application and/or website. Who can I call?**

A: Please contact the Center for the Advancement of Wellness at (405) 271-3619.

**Q: When will the awardees be announced?**

A: Award decisions are made in December.

**Q: When is the awards ceremony and how much does it cost?**

A: Typically, the awards ceremony is held in March, and cost varies each year.

## Criteria

**Q: How many criteria are there on the congregation application?**

A: There are 48 criteria total in eight categories.

**Q: Are the criteria different from last year?**

A: The criteria is the same as 2016 with minor adjustments for clarification.

**Q: Where did these criteria come from?**

A: The Certified Healthy Congregation criteria are based on different components of wellness that addresses tobacco use, physical activity, nutrition, behavioral health and safety. These components are consistent with the state of Oklahoma's Health Improvement Plan 2020, which can be viewed at <http://ohip2020.com>. This plan outlines what our state needs to accomplish in order to improve the

health of every Oklahoman. Each criterion within the application is based on best and promising practices.

**Q: I need help understanding a criterion. What should I do?**

A: First, check out the Resource Guide. If you still need assistance, contact the Center for the Advancement of Wellness at (405) 271-3619.

**Q: The criteria seem difficult. Who can I talk to about implementing these components?**

A: You may contact the following for assistance:

Health Educators at county health departments:

[http://www.ok.gov/health/County\\_Health\\_Departments/Oklahoma\\_County\\_Health\\_Departments\\_Reference\\_Guide.html](http://www.ok.gov/health/County_Health_Departments/Oklahoma_County_Health_Departments_Reference_Guide.html)

Partnership Engagement Regional Consultants:

[https://www.ok.gov/health/Organization/Partnerships\\_for\\_Health\\_Improvement/Office\\_of\\_Partner\\_Engagement/About\\_Us/index.html](https://www.ok.gov/health/Organization/Partnerships_for_Health_Improvement/Office_of_Partner_Engagement/About_Us/index.html)

Center for the Advancement of Wellness at (405) 271-3619

## Scoring

**Q: How will my application be scored?**

A: We strive to be as transparent as possible with scoring. We use specific percentages for scoring, and applicants are scored based on the percentage of criteria checked overall. There are other specific requirements for each recognition level (basic, merit, or excellence), please visit [www.certifiedhealthyok.com/congregation](http://www.certifiedhealthyok.com/congregation) for more detailed information on scoring.

**Q: I did receive certification last year. How can I improve my score this year?**

A: We are here to provide technical assistance to your congregation. We want all congregations to eventually reach the excellence level, and we are happy to provide technical assistance. Please call the Center for the Advancement of Wellness at (405) 271-3619. Your local county health department is also a great resource for information on criteria implementation.

## Contacts

**Q: Who do I contact with questions about the Certified Healthy Congregation Program?**

A: Please contact Latricia Morgan at (405) 271-3619 or [latriciam@health.ok.gov](mailto:latriciam@health.ok.gov).

**Q: Who do I contact with questions about Certified Healthy Oklahoma in general?**

A: Please submit your question to the Certified Healthy Oklahoma Technical Assistance Management Platform Request webform at:

<https://app.smartsheet.com/b/form?EQBCT=4b54d3cb362e49f1960d4fc175df90e9>