

The Health Quality Mark Criteria (a word version of this template is available on www.youthhealth.ie)

Health Quality Mark Criteria	Evidence for Portfolio	Questions	Yes	Just started	Making progress	No	Action/s needed
1. Health Promotion Policy	Copy of policy document	<p>Has the organisation reviewed the health promotion policy?</p> <p>Has the organisation updated the policy as a result?</p> <p>Have staff/volunteers/young people/management been updated on any changes?</p>					
2 (a) Role Description for Health Promoter 2 (b) Terms of Reference for Health promotion	Copy of signed role description Copy of terms of reference for the team and	<p>Has the Health Promoter changed?</p> <p>Have any changes been made to the role description?</p> <p>Has the membership of the team changed?</p>					

<p>team</p> <p>2 (c) Resource Bank for Health and Wellbeing</p>	<p>identification of team members</p> <p>Copies of health promotion materials and resources available to staff, volunteers and young people</p>	<p>Have there been any changes to the Terms of reference for the health promotion team?</p> <p>Are resources and materials up to date?</p> <p>Are there resources available for staff, volunteers, and young people?</p> <p>Are resources displayed/readily available to staff, volunteers and young people?</p>					
<p>3. Organisational Health Promotion Strategy including:</p> <p>(a) A Youth Health Promotion Plan</p> <p>(b) A</p>	<p>Copy of organisational health promotion strategy</p>	<p>Has the existing strategy been evaluated?</p> <p>Have needs assessments been conducted with young people/staff/volunteers?</p> <p>Has the strategy been updated in response to the results of the needs</p>					

Workplace Health Promotion Plan		assessments and the evaluation?					
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4.Youth Participation Structures including: (a) A Youth Participation Plan (b) A youth participation Charter	<p>Copies of existing documents which highlight youth participation in action.</p> <p>Multi-media evidence of youth participation structures (e.g. videos, DVDs, Facebook, etc)</p> <p>Presentations by young people on an aspect of youth participation at site visits.</p> <p>Charter that details youth participation e.g. Lundy's model of participation</p>	<p>Are there any new developments/structures/ initiatives in relation to youth participation?</p> <p>Have you evaluated existing structures / initiatives in relation to youth participation?</p>					

<p>5. Peer Health Promotion Initiative</p>	<p>Evidence of needs assessment (written or multi-media). Copy of Plan for the initiative. Evidence of implementation of the initiative e.g. multi-media record. Young people present on the initiative at site visits.</p>	<p>What new peer health promotion initiative/s have the young people implemented and evaluated?</p>					
<p>6. Organisational Health-related Policies</p>	<p>Copies of the organisations health health-related policies</p>	<p>Has the organisation reviewed the current health policies?</p> <p>Has the organisation updated the policies as a result?</p> <p>Have staff/volunteers/young people /management been updated on any changes?</p>					

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7. Training Plan for Staff/Volunteers / Management	<p>Copies of training plan(s).</p> <p>Evidence on how training has impacted practice and policy within the organisation (e.g., new initiatives implemented, discussions on training outcomes at staff/team meetings).</p> <p>Evidence of improved work practice because of training.</p>	<p>Has a needs assessment been conducted as part of the updating of the plan?</p> <p>Have training records been maintained?</p> <p>Has evidence been collected regarding the impact of training on practice?</p>					
8. Intersectoral working and partnerships, including active community involvement	<p>List the various partnerships and examples of interagency working.</p> <p>Evidence of a review of the effectiveness of these working arrangements.</p>	<p>Have there been any changes to the list of partnerships/interagency working?</p> <p>Has the effectiveness of these working arrangements been reviewed?</p>					

9. Model of Good Practice for Health Promotion Activities	<p>Sample/copies of:</p> <ul style="list-style-type: none"> • Completed needs assessments • Programme/project plans • Programme implementation e.g., programme records with accompanying aims and objectives • completed evaluations <p>Samples/copies can be in a range of formats including paper or virtual copies, or multi-media versions.</p>	<p>Has evidence been generated and maintained in relation to all stages of the model of good practice?</p> <p>Have any new programmes/initiatives / events etc been implemented?</p>					
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10. Planetary Health	Evidence that the organisation is carrying	Has the organisation carried out any activities in relation					

	<p>out activities in relation to planetary health. The evidence can be in word format, through photographs, or through media versions</p>	<p>to planetary health?</p> <p>Have young people been involved in identifying what they would like to do in relation to planetary health?</p> <p>Have the staff, Management and/or volunteers identified what they would like to do in the organisation in relation to planetary health/</p>					
<p>11. Ensuring and Promoting Equality and Inclusiveness</p>	<p>Copy of the equality statement.</p> <p>Evidence of actions taken to enhance and promote equality and inclusiveness.</p> <p>Examples of equality and inclusiveness in practice.</p>	<p>Has the equality statement been reviewed /updated?</p> <p>Have any new policy documents been developed and implemented in relation to equality and inclusiveness?</p> <p>Have any new programmes /initiatives/events, etc been implemented?</p> <p>Has the organisation's</p>					

		response to addressing issues of equality and inclusiveness been evaluated?					
12. A Safe Organisation. (a) Child Protection Policy and Procedures (b) Workplace Health and Safety	Copy of Child Protection Policy and Procedures.	Has the Child Protection policy and procedures been reviewed/updated?					
	Identification of Designated Person. Attendance records for Child Protection training Evidence of a health and safety audit Evidence of any risk assessment completed (if relevant). Copy of health and safety policies and procedures Evidence of fire drills and first aid training	Who is the Designated Person? Is child protection training up to date? Has the health and safety policy been reviewed and updated? Have fire safety drills been run? Is First Aid training up to date? Who is currently responsible for health and safety?					

	Identification of Health and Safety Officer						
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