



KANSAS HEALTH INSTITUTE

Informing Policy. Improving Health.

HI-C

HEALTH IMPACT CHECKLIST

The Health Impact Checklist (HI-C) is a relatively simple approach that can suggest answers to important questions about the potential health impacts of a decision.

TOOLKIT



Potential Topics for the Health Impact Checklist



Planning and Zoning

Pedestrian transportation, zoning and student housing, landfill siting, school siting, vacant lot redevelopment

Housing

Public housing redevelopment, housing code enforcement policies, mobile home ordinances, senior housing development

Natural Resource Management

Natural gas development projects, water system extension, waterway cleanup plans, wind energy development

Community Development

Historical preservation and revitalization, bike share programs, waterfront revitalization, new library development and siting

Tax and Budget Policy

Food taxes, low-income housing tax credits, utility fee for transit development

Other

Transitional jobs programs, school discipline policies, urban greenway development, transportation

Note: Additional information and links to full Health Impacts on these topics can be found on the Health Impact Project website at bit.ly/HI-C-Topics. Health Impact Project is a collaboration between the Robert Wood Johnson Foundation and The Pew Charitable Trusts.

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The Health Impact Checklist (HI-C) is a relatively simple approach that can suggest answers to important questions about the potential health impacts of a decision.

Welcome to the Health Impact Checklist (HI-C)! This toolkit includes Frequently Asked Questions, a How-To Guide, a template for the HI-C, and examples of a completed HI-C at the city, county and state levels.

The goal of the toolkit is to help community stakeholders — such as local health departments, hospitals, planners, engineers, community members and community-based organizations — to complete the HI-C. They can then use the completed checklist to help decision makers understand the potential positive and negative impacts of policies on the health of communities.

Health primarily happens outside of the doctor's office, and is shaped by the conditions in which we are born, grow, live, work and age. These conditions are influenced by many programs and policies which may appear to be unrelated to health, but which may have important health consequences, both positive and negative. Failure to consider the health consequences of policies could result in unintended harm or missed opportunities to improve health.

The HI-C was designed to inform decisions at many levels (e.g., organizational, city, county and state). It asks a series of questions and uses a combination of check boxes and written responses to connect potential changes in social, economic and environmental conditions with potential health impacts. Further, the tool guides users as they create practical recommendations to maximize potential positive health impacts and mitigate potential negative health impacts. The HI-C also includes a template for a one-page summary that provides a high-level snapshot of findings.

Determinants of Health

Socioeconomic Factors

40%

Education
Job Status
Family/Social Support
Income
Community Safety

10%

Physical Environment

30%

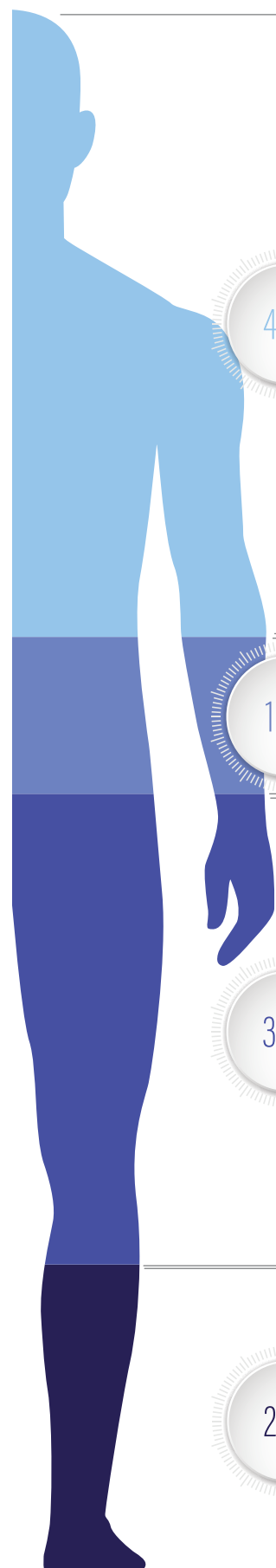
Health Behaviors

Tobacco Use
Diet and Exercise
Alcohol Use
Sexual Activity

20%

Health Care

Access to Care
Quality of Care



FAQ

The Health Impact Checklist (HI-C) can be completed on policies, programs, bills, ordinances, regulations, organizational decisions and other proposed actions by decision makers. For the purposes of the HI-C, the term "proposal" will be used to describe the list provided above.

These FAQs answer key questions about the Health Impact Checklist. For other questions about the HI-C, please contact the Kansas Health Institute at info@khi.org

When should the Health Impact Checklist be used?

The HI-C can be used to inform decision-making for proposals that may appear to be unrelated to health, such as housing, transportation and land use. However, due to limited resources, it is difficult to complete the HI-C for every decision. To identify issues for which the HI-C can be most useful, users should consider the following criteria:

- The issue is of high interest to the community and stakeholders,
- There are polarized opinions about potential impacts of the proposal, and
- The timeline can accommodate the development of the HI-C.

Note: Potential topics for the HI-C are listed on page 2.

How can decision makers request a Health Impact Checklist for a proposal?

Currently, there is no requirement to complete anything like the HI-C at the organizational, local, county or state level. Local (e.g., city council) and county (e.g., county commission) governments could consider requesting that a completed HI-C be included in proposals presented to them. At the state level (e.g., legislative process), the HI-C could accompany a Supplemental or Fiscal Note on a bill. Alternatively, elements of HI-C could be included in a Supplemental Note.

Who can complete the Health Impact Checklist?

A variety of groups or individuals can assist with completing the HI-C, depending on the decision-making process and available resources. In general, organizations that work in public health — such as local and state health departments, universities, health coalitions and community organizations, including those representing populations who face significant barriers to health and well-being — could be best positioned to address some of the questions included in the HI-C. For a

state-level proposal requiring legislation, key partners could include state agencies, the legislative research department, state associations or universities.

Who uses the results of the completed Health Impact Checklist?

The results can be used by decision makers and stakeholders as they consider and modify a proposal. The results also can be used to convene individuals who might be impacted by the proposal. These individuals could assist in identifying practical recommendations and setting up measures for evaluating potential impacts of the proposal in the future.

What expertise do you need to complete the Health Impact Checklist?

To complete the HI-C, it could be helpful to have the following skills and knowledge: a general understanding of the determinants of health, the ability to research publications and summarize key findings, and the ability to draw conclusions based on summarized material.

How long does it take to complete the Health Impact Checklist?

It should take between eight and 24 hours to complete the HI-C. The amount of effort will depend on the number of conditions selected for review. Completion of the HI-C should not slow down the proposal process, especially if it is completed as part of the proposal development.

What other factors can contribute to a successful incorporation of the Health Impact Checklist in decision-making processes?

It is important to secure buy-in from decision makers, organizations that might be involved in completing the HI-C, and organizations (e.g., developers) involved in the proposal.

How-To Guide

This guide provides step-by-step instructions for completing the Health Impact Checklist (HI-C). Having the HI-C template available when using this guide is highly recommended. The flow of the guide mirrors questions included in the HI-C. For quick navigation, the instructions are displayed next to an image of each question.

Health Impact Checklist Summary Page		
Proposal Name		
Key Points of Proposal		
Impacted Social, Economic and Environmental Conditions	Potential Health Impacts	
Impacted Population(s)	Recommendations	
Entity Completing the HI-C	Entity Receiving the HI-C	Completion Date

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Summary Page

The purpose of the Summary Page is to provide key findings and describe impacted populations and recommendations to decision makers. To ensure that the summary accurately reflects the findings of entire HI-C, it is highly recommended that the summary page be completed AFTER the rest of the checklist. Based on the preference of the decision makers, the summary page can be presented separately or in combination with the entire HI-C tool.

Section I. General Information

QUESTION 1: Provide the common name of the proposal as it is referred to by decision makers, community members, stakeholders and media. This strategy will help various audiences recognize the proposal the HI-C is focusing on.

QUESTION 2: Describe the main goal(s) or key points of the proposal as stated in official documents (e.g., organizational policy, master plan, ordinance, regulation, bill, supplemental note related to the bill).

QUESTION 3: Review the key points described in question 2 and, based on your knowledge, identify potential social, economic and environmental conditions that may be impacted if the proposal is implemented. In Section II of the HI-C, research will be conducted to verify and describe the connection between the proposal and identified conditions. For ideas about how a particular proposal can impact social, economic and environmental conditions, refer to Health Impact Assessments (HIAs) and other reports on the topic. The Health Impact Project maintains the HIA Toolkit, which

Health Impact Checklist Section I. General Information		
1. Name of proposal:		
2. Provide a short summary of the key points of the proposal, including expected outcomes if specified in the proposal. (Type in.)		
3. Which of the following social, economic and environmental conditions (determinants of health) does the proposal have the greatest potential to impact? (Check at least three.)		
Social, Economic and Environmental Conditions ^{1,2}		
Economic Stability	Neighborhood & Physical Environment	Education
<input type="checkbox"/> Employment	<input type="checkbox"/> Housing Quality	<input type="checkbox"/> Early Childhood Education and Development
<input type="checkbox"/> Income	<input type="checkbox"/> Transportation	<input type="checkbox"/> High School Graduation
<input type="checkbox"/> Housing Instability/ Homelessness	<input type="checkbox"/> Environmental Conditions (e.g., water, air and soil quality)	<input type="checkbox"/> Higher Education
<input type="checkbox"/> Food Insecurity	<input type="checkbox"/> Access to Healthy Food	<input type="checkbox"/> Language
<input type="checkbox"/> Poverty	<input type="checkbox"/> Safety	<input type="checkbox"/> Literacy
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
Community and Social Context	Health and Health Care	Note: The number of social, economic or environmental conditions examined could depend on available resources, stakeholder interest and timeline. After examining three, additional conditions may be examined further.
<input type="checkbox"/> Civic Participation	<input type="checkbox"/> Health Coverage	
<input type="checkbox"/> Discrimination	<input type="checkbox"/> Provider Availability	
<input type="checkbox"/> Toxic Stress	<input type="checkbox"/> Access to Health Care	
<input type="checkbox"/> Social Isolation	<input type="checkbox"/> Access to Behavioral Health Services	
<input type="checkbox"/> Incarceration	<input type="checkbox"/> Quality of Care	
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	

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includes a database that can be searched by topic and keyword for relevant studies. This toolkit can be accessed here: <http://bit.ly/2tRIYOU>

Section II. Description of Impacts

QUESTION 4: To understand the connections between a decision and the potential social, economic and environmental decisions, it is important to review several high-quality studies or reports related to each topic. If your organization doesn't have the capacity to complete this task, consider engaging other partners that have expertise in the area of interest. Examples of partner types are described in Question 4 of the HI-C.

QUESTION 5: First, insert the social, economic and environmental conditions previously identified in Question 3 of the HI-C into the first column of the table. Next, using information from the reviewed studies or reports, describe potential impacts of the proposal on each of the conditions. The number of reviewed studies per condition may vary, but we recommend at least three. After that, describe potential HEALTH impacts that could result from changes

Section II. Description of Impacts

Instructions: Having described the proposal and identified its potential impacts on various social, economic and environmental conditions, collaborate with organizations that might have research capacity to complete items included in Section II.

4. What partners can help you find research regarding potential impacts of the proposal on the social, economic and/or environmental conditions identified in Question 3? (Type in.)

Specific Partner(s)	Partnership Contribution(s)

Potential partner types include community foundations, nonprofit organizations, governmental agencies, universities or colleges, health care organizations, community coalitions, stakeholder groups, community organizations (including those representing populations facing significant barriers to health and well-being) and others.

5. Describe how the proposal could impact the social, economic and/or environmental conditions identified in Question 3 and how it could result in associated health impacts for the community overall. (Type in.)

Social, Economic or Environmental Condition	Impact of the Proposal on Condition	Impact of the Condition on Health	Overall Impact on Health
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>

in conditions affected by the proposal. Finally, based on the findings from the studies identify the overall direction of the impact on health – positive, negative, mixed (positive and negative), none or unclear.

6. Based on the potential impact of the proposal on the social, economic or environmental conditions identified in Question 3, identify populations who could be impacted and how the proposal might affect their health. (Describe at least three populations.)

Note: Focus on populations that are at a higher risk for poor health as a result of the barriers they experience to social, economic, political and environmental resources, as well as limitations due to illness or disability. For a full list of potential populations of focus, see Section IV. Glossary of Terms.

Social, Economic or Environmental Condition	Impacted Population	Impact on Health	Overall Impact on Health
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>
			<div><input type="checkbox"/> Positive</div> <div><input type="checkbox"/> Negative</div> <div><input type="checkbox"/> Mixed</div> <div><input type="checkbox"/> None</div> <div><input type="checkbox"/> Unclear</div>

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QUESTION 6: For each identified social, economic or environmental condition, specify population(s) that might be impacted by the proposal. Consider focusing on populations that have been historically or currently are at a higher risk for poor health as a result of the barriers they experience to social, economic, political and environmental resources, as well as limitations due to illness or disability. After you identify a population, describe potential health impacts that this population may experience due to changes in the identified condition. Finally, indicate the overall impact on health by checking the appropriate box.

Section III. Recommendations

QUESTION 7: Addressing potential health impacts will require cross-sector collaboration. In Question 7, identify partners that may assist in developing recommendations.

Section III. Recommendations

Instructions: Having described the potential impacts of the proposal and populations who may face significant barriers to health and well-being, use Section III to identify collaborative approaches to addressing these findings.

7. What partners can help you to develop recommendations to address or mitigate the potential health impacts identified in Questions 5 and 6? (Type in.)

Specific Partner(s)	Partnership Contribution(s)

Potential partner types include community organizations, impacted population(s), community foundations, nonprofit organizations, governmental agencies, universities or colleges, health care organizations, community coalitions, stakeholders, populations who face significant barriers to health and well-being, and others.

8. Based on the results of this Health Impact Checklist, suggest recommendations that can help to maximize potential positive health impacts and/or mitigate potential negative health impacts of the proposal. (Type in.)

Recommendation(s)

QUESTION 8: This question provides an opportunity to identify actions based on the information included in the completed HI-C. Suggest recommendations that are evidence-based, align with findings and do not introduce negative consequences.

Section IV. Glossary of Terms

Add any additional terms to the Glossary of Terms section that might be less familiar to potential users of the completed HI-C.

Section V. Instructions

Include citations to references and other sources as appropriate. Citing sources may provide opportunities for those interested to learn more about the health impacts identified in the HI-C.

HI-C

To view the electronic version of this file, or to view or download examples and templates, visit khi.org/policy/article/HI-C

The Health Impact Checklist is based on work done by Tatiana Y. Lin, M.A., and Wyatt J. Beckman, M.P.H. It is available online at khi.org/policy/article/HI-C

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KANSAS HEALTH INSTITUTE

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