

NACHC Advocacy Center of Excellence (ACE) Checklist

In order for your Health Center to qualify as an Advocacy Center of Excellence, you must meet the following requirements, and submit the completed form to NACHC for review.

There are three ACE status levels: bronze, silver, and gold. Achievement level will be valid for two years; a Health Center's ACE status will be reviewed biennially based on its actual advocacy performance, and the continued achievement of these checklist requirements.

Please contact Elizabeth Kwasnik at ekwasnik@nachc.org with any questions.

BRONZE LEVEL

- ☐ Establish advocacy committee/workgroup or designate one staff person as coordinator
 - Who is/are our advocacy lead/s?

- ☐ Have an advocacy work plan in place
 - Make this available to all staff; save on computer in a public network folder or post hard copy in a public place
 - Attach copy to submit to NACHC
- ☐ Incorporate advocacy as a standing agenda item at staff and board meetings
 - Who will speak to advocacy at each meeting? Same person or rotate?

- ☐ Pass a board resolution on advocacy
 - Date completed: _____
 - Attach copy to submit to NACHC
- ☐ Register 50% of staff and board as Health Center Advocates
 - Date completed: _____
- ☐ Host at least one NHCW event
 - Date and brief description of event: _____
 - Events must have taken place within the last 12 months.

☐ Host one elected official (local, state, or federal) at the Health Center at least annually

○ Date(s) completed and name/title of official: _____

○ Qualifying visits must have taken place within the last 12 months.

☐ Establish an account for the Health Center on at least one social media platform (Facebook, Twitter, Pinterest, Instagram, etc.)

○ Searchable name/URL, Twitter handle, etc.: _____

SILVER LEVEL

☐ All bronze level items

☐ Register 75% of staff and board as Health Center Advocates

○ Date(s) completed: _____

☐ Host two elected officials (local, state, or federal) at the Health Center at least annually

○ Date(s) completed and name/title of official: _____

○ Qualifying visits must have taken place within the last 12 months.

☐ Provide at least one staff training and one board training on advocacy each year

○ Can be as part of a regular staff or board meeting, annual staff or board retreat, or a separate event altogether

○ Potential topics: Advocacy 101, Advocacy Legalese, Social Media for Advocacy

○ NACHC Advocacy staff can assist in/support the creation of a training

○ Date(s) completed: _____

○ Trainings must have been provided within the last 12 months.

☐ Work in coordination with the PCA to designate someone at the Health Center to be actively involved in state advocacy activities

○ Who is/are the state advocacy lead/s?

☐ Achieve 10% minimum response rate on action items, and establish a plan for measurement of response rates on action items.

- Must have achieved 10% on at least one NACHC alert in the last 12 months; if 10% has not been achieved, work with NACHC on a test alert to assess prospective response rate.
- Contact NACHC to monitor progress and assess current response rate
- Attach copy of plan to submit to NACHC

GOLD LEVEL

☐ All silver level items

☐ Register 100% of staff and board as Health Center Advocates

- Date(s) completed: _____

☐ Minimum 20% response rate based on total registered advocates

- Must have achieved 20% on at least one NACHC alert in the last 12 months; if 20% has not been achieved, work with NACHC on a test alert to prospective response rate
- Contact NACHC to monitor progress and assess current response rate
- Attach copy of plan to submit to NACHC

☐ Host three elected officials (local, state, or federal) at the Health Center at least annually

- Date(s) completed and name/title of official: _____
- Qualifying visits must have taken place within the last 12 months.

☐ Staff participation in the Advocacy Leadership Program

- Who has participated on behalf of your Health Center?

- Participant must have completed the program within the last 5 years.

☐ Have at least one attendee at NACHC Policy & Issues Form (Board member, senior leadership, or other staff)

- Who has attended on behalf of your Health Center?

- Attendance at P&I must have occurred within the last 3 years.

I hereby certify that [HEALTH CENTER NAME] is in compliance with all of the above items necessary to become a NACHC Advocacy Center of Excellence.

✕ _____

Name (printed):

Title:

Email address:

Phone:

Date:

BEFORE YOU SUBMIT: ATTACH ANY NECESSARY SUPPORTING DOCUMENTS

Contact Elizabeth Kwasnik at ekwasnik@nachc.org with any questions.