



# Panel Application Information: 2024

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# What is the Accreditation Panel?



Organization

**Board of Directors**  
Ultimately responsible for oversight of organization

**Prevent Child Abuse America**  
501c3 organization with a mission to prevent the abuse and neglect of our nation's children

**HFA National Office**  
Evidence based home visiting model, PCAA's signature child abuse prevention program

The HFA Accreditation Panel is one of several advisory committees for the HFA National Office.

Committees

**NAC**  
Big picture HFA Questions

**REaCH**  
Further develop the national HFA network in the area of equity, diversity, inclusion, and cultural humility

**TAC**  
Advise on training updates  
Give feedback on trends in training

**Accreditation Panel**  
Makes accreditation decisions  
Updates Best Practice Standards

Other VIPs

**HFA Parent Advisory Committee**  
Launched in 2024

**Viva HFA**  
Support HFA Spanish translation

**Trainers**  
Conduct HFA Trainings

**Peer Reviewers**  
Conduct Accreditation Site Visits

# Panel Purpose & Activities

## Make accreditation decisions:

To convene a diverse, national representation of Healthy Families America network members for the purpose of reviewing, providing feedback, and making accreditation decisions for sites and multi-site systems involved in HFA's accreditation processes.

## Address concerns:

To address suggestions, comments, issues and concerns on existing national office policies, procedures and practices related to the HFA Best Practice Standards and/or accreditation process.

## Advise HFA:

To advise HFA national staff with regards to revisions and updates to the HFA Best Practice Standards, and the HFA Central Administration Standards.

## Promote Leadership:

To promote shared leadership within the HFA network through a selective process that identifies diverse experts at the local and state level and across various disciplines including program management, state administration, research, evaluation and training.



**What is it like to be a member?**



# Time commitment

## In-person\* quarterly meetings (March, June, Sept, Dec)

*\*We ask panel members to reserve the time on their calendars as if each meeting will be in-person, however, leading up to each meeting, panel workload will be evaluated to determine if meeting will be virtual instead.  
We expect at least two in person meeting in 2024 and in 2025  
All travel expenses paid by HFA.*



## Meeting prep time

*Panel members have a significant amount of documentation to review in advance of meetings.*



## Peer Reviewer Training

*If not already trained as a peer reviewer, members will need to attend peer reviewer training once they join the Panel. Peer training registration fee will be covered by HFA.*

**Length of service: 3 years**



**Who should apply?**



**For 2024 we  
are seeking  
applications  
from:**

## Researchers and Evaluators

- The Panel guidelines require at least one member who is a researcher or evaluator

Those who expand the diversity of our committee:

- We especially encourage Black, indigenous, and other people of color to apply, in addition to those who are both bi-lingual and bi-cultural, and/or persons who identify as LGBTQ+.



# Panel Member Qualifications

Knowledge of the HFA best practices and commitment to the HFA critical elements derived from:

- Experience working with an HFA site(s);
- Knowledge and implementation of the HFA Best Practice Standards;
- Personal philosophy or commitment to continuous quality improvement;

An ability to fairly and objectively assess adherence to HFA's Accreditation standards;

An appreciation for the sensitive nature of the material discussed and an ability to maintain strict confidentiality of all information shared at Panel meetings;

An ability to travel to four quarterly Panel meetings per year (typically 3 days in duration, travel to the meeting Monday, travel home on Thursday; travel and accommodations are paid by PCA America);

An ability to function well on a team and listen to and respect differing views;

An ability to “see the big picture” and develop an understanding of the entire HFA initiative and direction;

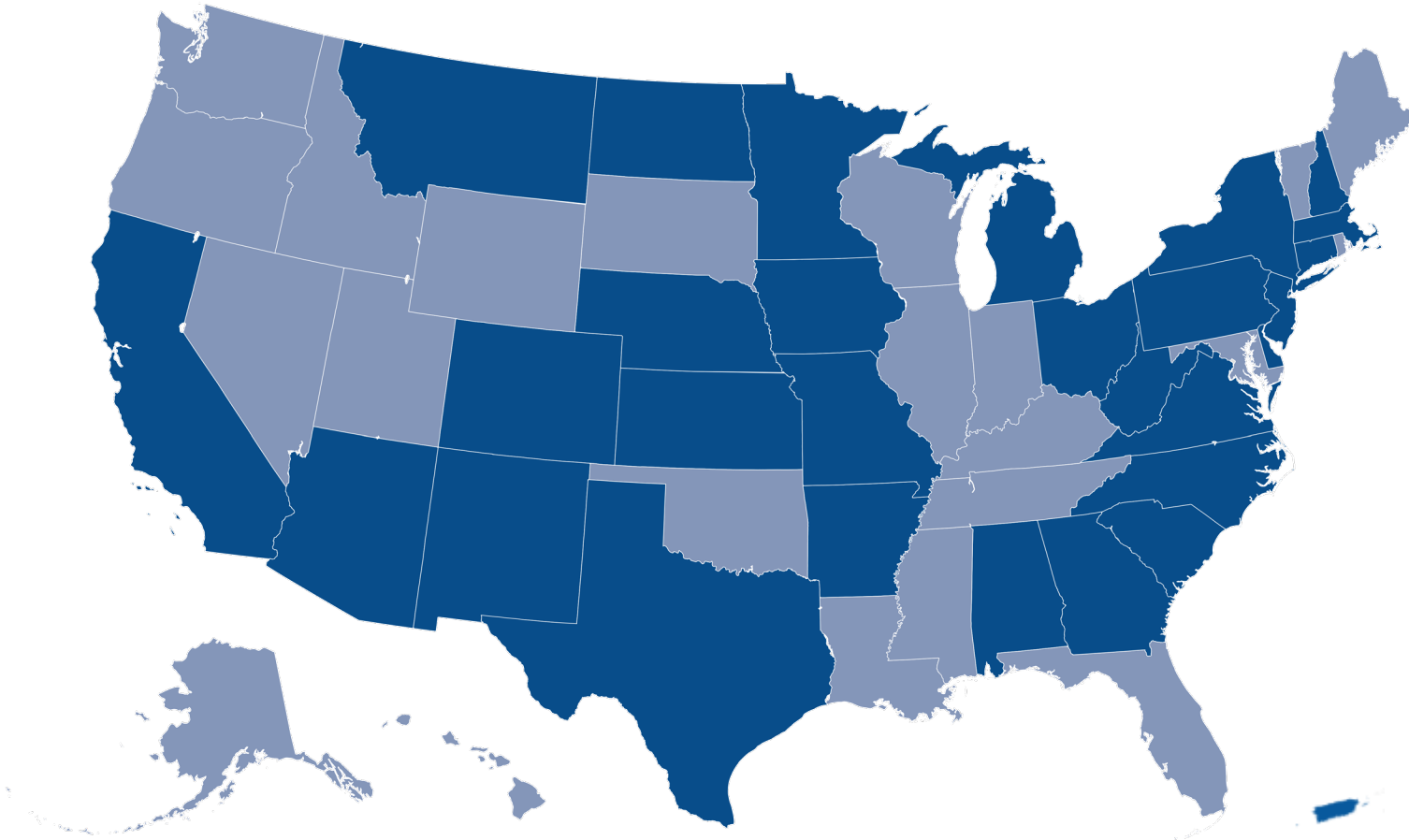
An ability to think outside one's own personal/professional experience; and

An ability to provide leadership and guidance to HFA national staff in their role of providing technical assistance and support to HFA sites.

# One member per state rule:

*We cannot accept applicants from states where an existing member lives.*

**We are accepting applications from states shown here in bright blue.**



# What is in the application?

**Some basic information about you and three written statements or video uploads:**

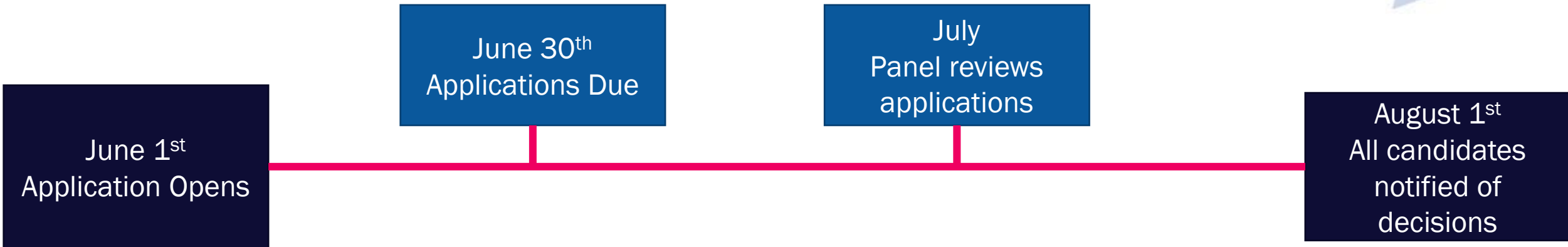
- 1** Personal Statement:  
Please describe a) What interests you in joining the Accreditation Panel, and b) Your qualifications as they relate to the qualifications described in the application materials.
- 2** HFA Experience: Please submit a resume or description of your HFA & other relevant experience
- 3** Diversity, equity and inclusion statement:  
HFA makes clear in the 8<sup>th</sup> edition BPS, that we all have a role to play in promoting equity. The overall intent of Standard 5 indicates this level of intentionality allows us to listen and learn from the lived expertise of others and recognize how implicit bias and power imbalances impair authentic relationships. By gaining greater clarity on these and other challenges, we are more likely to effect change through our advocacy, allyship, and meaningful dialogue with one another. It is a unique and continuous journey we all must engage in and involves an ongoing commitment to increasing one's self-awareness. What does this intent mean to you and how do you see it impacting you and your work?



**What happens after I press  
“submit”?**



# Application timeline



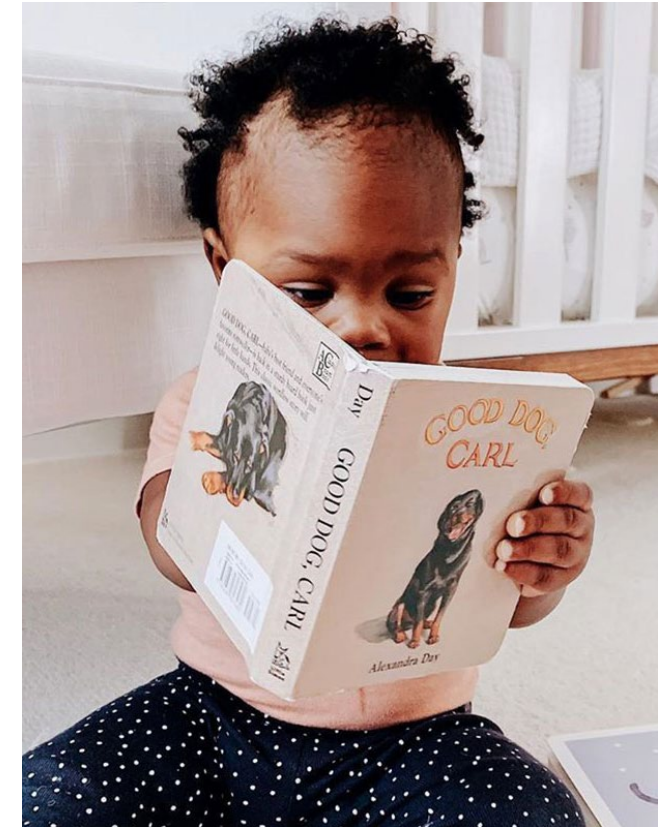
**If applying, save the date!**  
**Next in-person panel meeting is scheduled for September 16-19 in Chicago, IL**

# We compile your application and send to current Accreditation Panel members

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Please consider:

- Your application will be reviewed by other passionate HFA leaders. You are encouraged to share your heart and passion for this work so we get a sense the ‘spirit’ you bring to HFA.
- We expect many HFA leaders throughout the network may be interested in this opportunity to help guide the future of the HFA network. Spend some time considering the identities and experiences that give you a unique perspective, and share with the committee how you see those identities and experiences contributing to the group and the purpose of the Accreditation Panel.





# Thank you for your leadership & application

Questions? Email Kit:

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