

Objective

Ensure that health and health disparities are considered in decision-making using an objective and scientific approach, and engage stakeholders in the process.

Essential Tasks

- **Screening:** Determines the need and value of an HIA
- **Scoping:** Determines which health impacts to evaluate, analysis methods, and a workplan
- **Assessment:** Provides 1) a profile of existing health conditions; 2) evaluation of potential health impacts
- **Recommendations:** Identifies strategies to address health impacts identified
- **Reporting:** Includes the development of the HIA report and communication of findings and recommendations
- **Monitoring:** Tracks impacts of the HIA on decision-making processes and the decision, as well as impacts of the decision on health determinants

Key Points

Health Impact Assessment is a combination of procedures, methods and tools that systematically judges the potential, and sometimes unintended, effects of a policy, plan, or project on the health of a population and the distribution of those effects within the population. HIA identifies appropriate actions to manage those effects.

HIA is used to assess a defined project, plan, or policy. The purpose of HIA is to inform decision-makers before they make a decision. An HIA is most often carried out before a decision is made or a proposal is implemented.

HIA address social determinants of health. HIA assesses how proposed projects, plans, and policies affect issues – such as housing, employment, transportation, access to public and retail services, social cohesion, education, and incarceration – and how those impacts affect health outcomes and health inequities.

Using a health frame can be persuasive. Health is a value we all share. We experience health personally and collectively. Health is one of the few indicators of quality of life and well-being. Disparities in health outcomes can lead to moral outrage.

The goals of HIA analysis and reporting are to:

- Judge the health effects of the proposed project, plan or policy
- Make health impacts more explicit
- Highlight health disparities
- Provide recommendations to improve the decision
- Shape public decisions and discourse

The goals of the HIA process are to:

- Build relationships and collaborations
- Build consensus around decisions
- Engage and empower communities
- Recognize lived experience in decision-making

Key Points (cont'd)

HIA has many benefits. It:

- Provides a comprehensive analysis of issues and helps identify trade-offs in decision-making
- Supports community engagement and legitimizes “unheard” voices
- Helps to provide input up-front in decision-making and build support for better outcomes
- Considers historical, cumulative and disparate impacts
- Includes a focus on communities experiencing the most significant policy externalities
- Speeds project approval

HIAs have been conducted on:

- Land use and transportation plans and projects, including:
 - Comprehensive, general, and area plans
 - Mixed-use and residential development projects
 - Transit-oriented development
 - Port and freeway expansions
- Natural resource extraction projects
- Education, employment, energy, agriculture, and housing policies

Resources

A Health Impact Assessment Toolkit: A Handbook to Conducting HIA, 2nd Edition. Developed by HIP, this toolkit introduces and defines HIA, describes each step of the HIA process, and discusses other aspects of HIA such as collaboration and when to use HIA. The toolkit also contains practice exercises for the reader.

<http://www.humanimpact.org/component/jdownloads/finish/11/81>

Minimum Elements and Practice Standards for Health Impact Assessment. *Version 2, November 2010.* Created by the North American HIA Practice Standards Working Group, these minimum elements and standards were developed to provide practitioners of health impact assessment with a set of benchmarks to guide their own HIA practice, and to stimulate discussion about HIA content and quality in this emerging field.

<http://www.humanimpact.org/component/jdownloads/finish/11/9>

Human Impact Partners HIA Resources

<http://www.humanimpact.org/hips-hia-tools-and-resources>

HIA Case Studies

Jack London Gateway Rapid HIA - <http://www.humanimpact.org/doc-lib/finish/8/14>

Humboldt County General Plan HIA - <http://www.humanimpact.org/doc-lib/finish/4/62>

Other Websites

San Francisco Department of Public Health - www.sfphe.org

Health Impact Project (Pew & RWJF) - www.healthimpactproject.org

UCLA HIA Clearinghouse - <http://www.hiaguide.org>

World Health Organization - <http://www.who.int/hia/en>

University of New South Wales - <http://www.hiaconnect.edu.au>

STEP 1: SCREENING

Objective

To decide whether an HIA is feasible, timely, and would add value to the decision-making process.

Essential Tasks

- Define the decision and its alternatives
- Decide who will be involved in screening
- Determine if potential partners are ready to work on an HIA
- Evaluate the project, plan, or policy based on screening criteria
- Make a decision about whether to conduct an HIA
- Notify stakeholders of your decision

Key Points

HIA is used to assess a defined project, plan, or policy. The purpose of HIA is to inform decision-makers before they make a decision. An HIA is most often carried out before a decision is made or the proposal is implemented.

Have sufficient information about the decision. Conducting an HIA requires sufficient information about the proposed policy or plan to evaluate health impacts. Vague plans or policy statements may provide too little substance for an HIA.

Establish the value of HIA. It is not possible or desirable to conduct an HIA on every public decision. Projects that benefit from HIA are those that have the potential to result in substantial effects on public health, where such an analysis might significantly protect or promote the health of a population and where partners are engaged in the HIA process and will use the results.

Assess feasibility. Feasibility involves being able to conduct an informative HIA within the decision-making time frame and with available resources.

Understand timing. Conducting an HIA early in the design and decision-making process offers the best opportunity for influencing the design of the project, plan, or policy. If the HIA occurs too late in the process, it risks confronting a fixed design or closed positions.

Evaluate decision openness. For HIA to be most valuable, the decision-making process should be open to receiving and acting on new information.

Be inclusive. Have community groups, public agencies and other potential HIA collaborators participate in the screening process. Participation of stakeholders in the HIA process at the earliest possible stage can help to ensure buy-in, constructive dialogue, and openness to HIA findings and recommendations.

Avoid redundancy. An HIA may be less useful if health effects related to the decision are already well established, or if another impact assessment or analysis will serve to comprehensively analyze health impacts.

Tools

The following questions may be answered in the screening process:

Project and Timing

- Has a project, plan or policy been proposed?
- Is there sufficient time to conduct an analysis before the final decision is made?

Health Impacts

- Does the decision have the potential to affect environmental or social determinants that impact health outcomes? If so, which determinants and which health outcomes?
- Would health inequities be impacted? In what ways?
- Are the proposal's impacts to health likely to be significant in terms of the number of people impacted, the magnitude, breadth and/or immediacy of impacts?
- Do evidence, expertise, and/or research methods exist to analyze health impacts of the decision?

Potential Impact of the HIA Process

- What are the potential impacts of the HIA process? (e.g., building relationships, empowering community members, demonstrating how health can be used in decision making)

Potential Impact of HIA Findings

- Is health already being considered in the proposal or as part of the decision-making process?
- Are the links between the proposal and health or health determinants clear?
- Is the decision-making process open to the HIA and/or recommendations for changes to design, mitigations and/or alternatives?
- If applied, would HIA findings and recommendations potentially improve the impact that the proposal has on health?

Stakeholder Interest and Capacity

- Have public concerns about the health impacts of the decision been voiced or documented?
- Who are the stakeholders and interest groups involved in the decision-making process?
- Do stakeholders have the interest to participate in the HIA?
- Do stakeholders have the capacity (resources, skills, etc.) to participate in the HIA?
- Would stakeholders use the HIA to inform or influence the decision-making process? How?

Resources

Human Impact Partners. 2009. Considerations for the Selection of Appropriate Policies, Plans, or Projects for Analysis using Health Impact Assessment - <http://www.humanimpact.org/component/jdownloads/finish/12/20>

Human Impact Partners. 2009. HIA Readiness Questions - <http://www.humanimpact.org/component/jdownloads/finish/12/3>

Taylor L. *et al.* 2003. Deciding if a Health Impact Assessment Is Required (Screening for HIA). NHS Health Development Agency - <http://www.humanimpact.org/component/jdownloads/finish/12/13>

Health Impact Assessment: A Screening Tool for the Greater London Authority - 2001. <http://www.humanimpact.org/component/jdownloads/finish/12/25>

Scott-Samuel A. *et al.* 2001. The Merseyside Guidelines for Health Impact Assessment. Second Edition. Published by the International Health Impact Assessment Consortium - <http://www.humanimpact.org/component/jdownloads/finish/11/24>

STEP 2: SCOPING



Objective

To create a plan and timeline for conducting an HIA that defines priority issues, research questions and methods, and participant roles.

Essential Tasks

- Determine the individual or team responsible for conducting the HIA and their roles
- Set ground rules or principles of collaboration for working together
- Establish goals for the HIA
- Develop a formal HIA scope and workplan

Key Points

Be inclusive. Consideration of health impacts to be studied in the HIA should be informed by stakeholders including community and advocacy groups, public health and other government agencies, project proponents, decision makers, and affected community members.

Use diverse outreach methods to solicit feedback and participation from a variety of stakeholders by hosting a public meeting, receiving public comments, interviewing stakeholders and experts, or inviting input from local health experts.

To set the scope, determine:

- Decision alternatives to be evaluated
- Potential health impacts of the decision to be considered in the HIA
- Populations to be evaluated, including vulnerable populations defined by place, income, race, gender, or age
- Demographic, geographical and temporal boundaries for impact analysis

- Research questions, data sources, and analytic methods for analysis
- Timelines
- Draft plans for reporting and communications, monitoring, and evaluation
- Participant roles and responsibilities

The scope should focus on impacts with the greatest potential significance, with regard to factors including but not limited to magnitude, certainty, permanence, stakeholder priorities, and equity.

Resource requirements for HIA analysis methods:

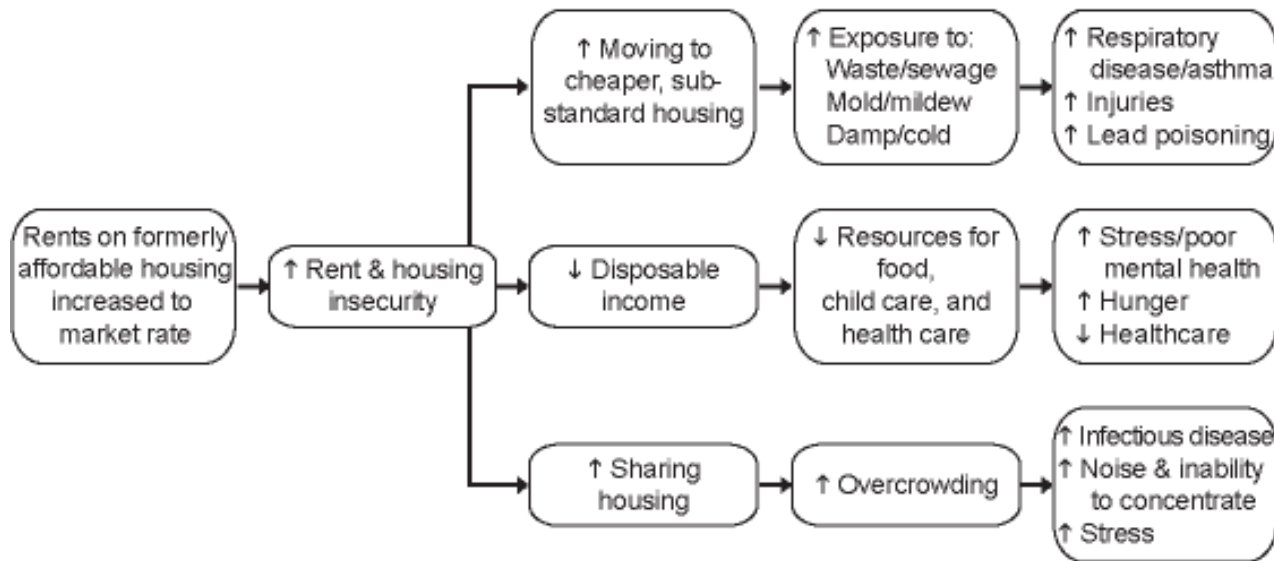
Least resources

Literature review
Analysis and mapping of existing data
Expert opinion
Application of quantitative forecasting methods
Interviews or focus groups
New quantitative data collection and analysis



Most resources

Consider all pathways that link the proposed decision to health. Use pathway diagrams as a way to demonstrate these links. Below is a sample pathway diagram.



Sample Scoping Questions. For each health determinant that will be addressed in the HIA, consider the following questions:

- What are the existing/baseline conditions related to the health determinant?
- How will the project, plan, or policy impact baseline conditions?
- What indicators can be used to measure baseline conditions and impacts?
- Where will you find data for each indicator?
- What methods will be used to assess baseline conditions and predict impacts?
- How will you prioritize the research questions and/or indicators? How will you determine which ones will be included in the final Scope?

Resources

See HIP's Tools & Resources page for links to:

- HIP's HIA Toolkit
- Principles of Collaboration template
- Examples of HIA scopes
- Examples of pathway diagrams
- HIP's template scoping worksheet

<http://www.humanimpact.org/hips-hia-tools-and-resources>

STEP 3: ASSESSMENT

Objective

To provide a profile of existing conditions data and an evaluation of potential health impacts.

Essential Tasks

- **Profile Existing Conditions**
Research baseline conditions, including health outcomes and determinants of health disaggregated by income, race, gender, age, and place when possible
- **Evaluate Potential Health Impacts**
Use theory, baseline conditions, and population concerns; consider evidence that supports and refutes health impacts; assess affects by income, race, gender, age, and place; include assessments of the certainty, significance, and equity of impacts; justify the selection or exclusion of data/methods; identify data gaps, uncertainties, and limitations; allow stakeholders to critique findings

Key Points

Gather existing data and collect primary data when necessary. Existing data sources include:

- empirical literature
- community expertise
- available social, economic, environmental, and health measures and surveys data
- regulatory criteria, standards, checklists and benchmarks
- focus groups and community surveys
- neighborhood assessment tools

It is necessary to profile baseline conditions in order to predict future conditions if a project, plan, or policy is enacted.

Conduct a literature review. Clarify the question of interest and data needs, develop criteria for included studies, identify literature databases, identify studies and reviews, evaluate studies, and document your findings.

Consider direction, magnitude, severity, likelihood, and distribution within the population in impact predictions.

Don't start from scratch. Use tools and methods that already exist to assess health conditions and potential impacts.

Predicting health impacts with absolute certainty is not possible. Make informed judgments of effects based on available information, analysis, expertise, and experience. Be cautious with generalizations. Acknowledge assumptions and limitations.

It is not always necessary to quantify health impacts. Pathways between decisions and health effects are complex and quantification does not mean causal certainty. Assess a health impact by evaluating how a decision would affect environmental and social conditions known to be important to health.

Use qualitative analysis for issues that don't lend themselves to quantitative forecasting.

Different approaches used together can support better judgments. Use lay and expert knowledge and analysis using different methods (such as GIS mapping and surveys) to draw conclusions.

Answer the following questions for quantitative forecasting:

- Is there a causal relationship?
- Does data allow for quantitative predictions?
- Would prospective predictions be valid?
- Is there available time and resources?
- Would quantification support the needs of the decision-making process?

Methods for collecting new data include:

- Environmental measures (e.g., pedestrian quality, retail access)
- Modeling (e.g., air quality, noise)
- Surveys
- Forecasting tools (e.g., pedestrian injuries)
- Epidemiological studies

Acknowledge assumptions as well as strengths and limitations of data and methods used. Identify data gaps that prevent an adequate or complete assessment of potential impacts. Describe the uncertainty in predictions. Explicitly state assumptions or inferences made in the context of modeling or predictions.

The lack of formal, scientific, quantitative or published evidence should not preclude reasoned predictions of health impacts.

Tools

San Francisco Department of Public Health. Program on Health, Equity and Sustainability. Health Impact Assessment Tools - http://www.sfphes.org/HIA_Tools.htm

Including:

- The Healthy Development Measurement Tool - www.thehdmt.org
- Pedestrian Environmental Quality Index
- Bicycle Environmental Quality Index
- Air Quality Measurement & Modeling
- The San Francisco Noise Model
- Pedestrian Injury Forecasting Model
- Retail Food Availability Survey
- Neighborhood Completeness Indicator
- Pedestrian Flow Model

Human Impact Partners. A Review of the Evidence Base for Planning Projects - <http://www.humanimpact.org/evidencebase>

Resources

Human Impact Partners. A list of commonly used HIA data sources for baseline profiles of health - <http://www.humanimpact.org/component/jdownloads/finish/14/40>

HIP's HIA report template, available on our Tools and Resources webpage, contains a framework for conducting and reporting on impact analysis - <http://www.humanimpact.org/hips-hia-tools-and-resources>

STEP 4: RECOMMENDATIONS

Objective

To provide evidence-based recommendations to mitigate negative and maximize positive health impacts.

Essential Tasks

- For each impact identified, propose evidence-based recommendations gathered from experts and prioritized by HIA stakeholders

Key Points

Developing recommendations requires a clear understanding of the proposed project, plan, or policy, and knowledge about the policy's implementation and design practices.

Recommendations can include alternatives to the decision; modifications to the proposed policy; program or project, or mitigation measures. These recommendations may be used for monitoring, reassessment, and adaptations to help manage uncertainty in impact assessment.

Recommendations should be supported by evidence of feasibility, efficiency, cost-effectiveness, and political acceptability. Communication with stakeholders can be used to gauge buy-in or feasibility.

Recommendations may require skills and expertise from outside the HIA team, underscoring the need for interdisciplinary collaboration.

Ideally, an implementation plan should be developed for each recommendation presented in the HIA including, for example, the responsible agency and timeline.

Potential impacts of recommendations could also be assessed as part of the HIA. Recommendations should not introduce any negative health impacts.

Ideally, every recommendation should be tied to indicators that can be monitored. This is also a great way to ensure that planning for monitoring is included throughout the process.

Recommendations are not always appropriate. An HIA of a policy may simply state the potential benefits or harms without recommending changes if none are needed to promote positive health outcomes.

Responses to challenges in developing recommendations:

Challenge	Response
Validation of proposed recommendations and impacts on health	Use best available evidence
Limited knowledge of potential recommendations	Invite subject-area expert input
Cost element to implement recommendations	Cost of not implementing in terms of health outcomes and associated expenses
Coming to consensus on recommendations	Develop stakeholder outreach process to “test” recommendations

Criteria for Recommendations:

- Responsive to predicted impacts
- Specific and actionable
- Experience-based and effective
- Enforceable
- Can be monitored
- Technically feasible
- Politically feasible
- Economically efficient
- Do not introduce additional negative consequences
- Relative to the authority of decision-makers

Resources

Examples of HIA recommendations, including the following, can be found in HIP’s completed HIA reports:

- Pittsburg Railroad Avenue Specific Plan HIA
- The Crossings at 29th Street / San Pedro Street HIA
- Humboldt General Plan Update
<http://www.humanimpact.org/past-projects>

San Francisco Department of Public Health. Program on Health, Equity and Sustainability. The Healthy Development Measurement Tool: Policies and Recommendations - www.thehdm.org

New York City’s Active Design Guidelines: Promoting Physical Activity and Health in Design - http://www.nyc.gov/html/ddc/html/design/active_design.shtml

STEP 5: REPORTING

Objective

To develop the HIA report and communicate findings and recommendations.

Essential Tasks

Develop the HIA Report

- Develop a consensus among stakeholders regarding key findings and recommendations
- Determine the format and structure of the report
- Write the report

Communicate HIA Findings and Recommendations

- Develop a communication plan
- Prepare communication materials to suit the needs of all stakeholders in the decision-making process
- Use communication materials to inform stakeholders and decision-makers

Key Points

An HIA report summarizes key health issues the proposal could impact and provides recommendations to improve health outcomes and determinants.

The HIA report:

- **Identifies all HIA participants** and their contributions, including the HIA sponsor and the funding source
- **Documents the process** for each HIA step
- **Provides details for health issues analyzed**, including: available scientific evidence, data sources and analytic methods used, existing conditions, results, predicted health impacts and their significance, corresponding recommendations for improving health, and HIA limitations
- **Should be made readily accessible for public review and comment.** HIA practitioners should address comments and criticisms formally and/or in report revisions before finalizing report

When available, regulatory processes (e.g., Environmental Impact Assessment) can be used to report findings and recommendations.

Summarize the full report into clear, succinct messages that allow all stakeholders to understand, evaluate, and respond to findings and recommendations.

Frame messages to help people relate to the information. Frames help people make sense of information by triggering familiar concepts.

Develop messages regarding overall magnitude of health impacts, impacts on vulnerable populations, feasibility of solutions, and public concerns.

Interest groups and media can support effective translation of results into action.

Good communication throughout the HIA process can engage stakeholders and lead to greater acceptance of findings and recommendations.

- **Report and communications formats** include: formally structured written reports, comment letters on environmental impact assessments, letters to decision-makers, fact sheets, public testimony, presentations to key audiences, panel discussions, press conferences.

Examples

Health Impact Assessment	Method of Communication
Humboldt County General Plan Update Health Impact Assessment http://www.humanimpact.org/doc-lib/viewcategory/4	Newsletter; Powerpoint presentation to Supervisors
Concord Naval Weapons Station Reuse HIA, Executive & Chapter Summaries http://www.humanimpact.org/doc-lib/viewcategory/3	Briefing Paper
SFDPH Comment on the Scope of the Trinity Plaza Redevelopment Draft Environmental Impact Report http://www.sfphes.org/publications/comments/Comment_on_Trinity_DEIR_scope.pdf	Comment Letter
Bhatia R, Katz M. 2001. Estimation of Health Benefits from a Local Living Wage Ordinance. <i>American Journal of Public Health</i> . 91(9) 1398-1402.	Peer-Reviewed Journal Article
Oregon Transportation Policy HIA http://www.upstreampublichealth.org/sites/default/files/Binder1.pdf	Fact Sheet

Resources

A HIA report template is available on HIP's Tools and Resources webpage - <http://www.humanimpact.org/hips-hia-tools-and-resources>

For examples of reports and other communication materials, see HIP's website - <http://www.humanimpact.org/doc-lib>

For information on framing and media see:

- The California Endowment's Health Exchange Academy: Communicating for Change series - <http://www.calendow.org/Article.aspx?id=3904>
- The Praxis Project - <http://www.thepraxisproject.org/irc/media.html>
- Berkeley Media Studies Group - <http://www.bmsg.org>
- The Frameworks Institute - <http://www.frameworksinstitute.org/>

STEP 6: MONITORING

Objective

To track the impacts of the HIA on the decision-making process and the decision, the implementation of the decision, and the impacts of the decision on health determinants.

Essential Tasks

- **Track** recommendation adoption, discussion of HIA findings in the decision-making process, and how the decision-making climate for health considerations and HIA institutionalization changed as a result of the HIA
- **Monitor decision implementation** to track whether the policy was carried out in accordance with HIA recommendations or if the project was built with HIA mitigations
- **Monitor health determinants** and outcomes to evaluate HIA predictions

Key Points

The purposes of monitoring are to:

- Ensure the project, plan, or policy is implemented as designed
- Establish accountability by tracking how recommendations were received and acted upon
- Track and support compliance with implementation agreements, rules, and standards
- Build a better understanding of the value of HIA and demonstrate how HIA influenced decision-making
- Provide early warning of unexpected consequences and create a structure for addressing them
- Test the validity and precision of health impact predictions

Monitoring decision impacts on health outcomes is challenging.

Data sources for monitoring include:

- Media reports about the HIA or the decision-making process
- Accounts from public agencies on changes
- Agency reports on a project
- Interviews with decision-makers and stakeholders

Consider whether useful routine monitoring information is already being collected by agencies or organizations before proposing new monitoring plans.

Essential elements of a monitoring plan include:

- Goals
- Resources to conduct, complete, and report monitoring activities
- Identification of the outcomes, impacts and indicators to monitor
- Process for collection of meaningful and relevant information (baseline, long-term)
- Defined roles for individuals or organizations
- Criteria or triggers for action, if agreed-upon mitigations or recommendations are not met
- Process for reporting monitoring methods and results and making them publicly available
- Process for learning, adaptation, and response to monitoring results

Key Points (cont'd)

Indicators that could be monitored include health outcomes (consider latency and specificity), behaviors, health determinants, and compliance process measures.

Monitoring evaluates the impact of the HIA on the decision-making process and the results of the decision on health determinants. HIA Evaluation is focused on the HIA process.

Tools

Examples of monitoring questions

Did the HIA influence the project/policy decision?

- Did the HIA inform a discussion of the trade-offs involved with a project/policy?
- Did the final project/policy decision change in a way that was consistent with the recommendations of the HIA?
- Did the HIA aid in securing funds for project mitigations?

Outcomes of HIA on decision-making processes and institutional practices:

- Did the HIA help to build consensus and buy-in for policy decisions and implementation?
- Were HIA findings and recommendations useful or influential to policy-makers?
- Were discussions of connections between the decision and health evident in the media, statements by public officials or stakeholders, public testimony, public documents, or policy statements?

- Did the HIA lead to interest from previously uninvolved groups?
- Did the HIA encourage public health agencies to participate in new roles in policy and planning efforts?
- Have requests for the study of health impacts on additional projects, plans, or policies in the same jurisdiction followed? Are there new efforts to institutionalize HIA or other forms of health analysis of public policy?
- Did the HIA lead to greater institutional support for consideration of health in formal decision-making processes?
- Has the HIA led to the development of new partnerships and coalitions focused on ensuring that health is considered in decision-making? Are stakeholders who participated in the HIA continuing to work together on other health-related initiatives?

Resources

HIP's website has a sample monitoring plan and sample monitoring questions - <http://www.humanimpact.org/hips-hia-tools-and-resources>

Examples of monitoring from other fields:

- National Ambient Air Quality Standards monitoring and planning under the Clean Air Act
- Mitigation monitoring under the California Environmental Quality Act
- Inspection procedures for compliance of building standards
- Notification requirements for compliance of labor laws

Objective

To evaluate the process of conducting the HIA.

Essential Tasks

- Establish an evaluation plan
- Delineate information that will be required for evaluation, including data sources, tools, and methods for analysis
- Ensure resources are available to conduct, complete and report evaluation results
- Identify the individual or team that will be in charge of leading the evaluation and assign responsibility for gathering data
- Conduct the evaluation
- Share evaluation results with others involved in the HIA

Key Points

Be clear about the focus of the evaluation.

During HIA scoping consider how to build evaluation into the HIA process.

Meaningfully include stakeholders in planning the evaluation, including selecting the evaluation questions.

Ways to gather evaluation data include:

- Surveys:
 - Before/after focus group or other data collection process with HIA participants and/or other stakeholders
- Key informant interviews with HIA partners/stakeholders
- Document review
- Meeting minutes and agendas
- Scoping worksheets and workplans
- Grant proposal narratives
- Email exchanges

Evaluation of the HIA process is an important way to develop and improve HIA methods, approaches and techniques, even though it is not included as one of the six steps of HIA. Evaluation can help:

- Provide feedback on successes and challenges, showing how HIA practice could be improved
- Assess whether the HIA met practice standards

HIA evaluation differs from HIA monitoring as monitoring is focused on outcomes of the decision that the HIA intended to influence, and the impacts of the decision's implementation on health determinants and health outcomes

At times, using an evaluator outside the HIA process can be helpful in uncovering issues that the HIA team was less aware of.

Tools

Example Evaluation Questions

Screening

- Who was involved in screening the HIA and why? Were there others who should have been involved?
- What were the reasons for deciding to conduct the HIA?
- Were there arguments against conducting the HIA?

Scoping

- Who was involved in scoping? Were there others who would have been helpful to have participate in scoping?
- What methods were used to identify and prioritize health issues during scoping?
- Which health issues did the HIA address, which were left out, and how were those decisions made?

Assessment

- Did the HIA make judgments about positive and negative health effects of the decision under review?
- Did the HIA assess disproportionate harms or benefits to vulnerable populations?
- Was evidence used in the HIA supported by findings in the literature?
- Did the HIA document assumptions and limitations of the assessment?

Recommendations

- Did the HIA identify evidence-based health-promoting design solutions, mitigations, or alternatives? Did the HIA provide analysis of the effectiveness and feasibility of these recommendations?
- Did efforts to mitigate the potentially negative effects of the proposal focus on impacts of the largest magnitude?
- Were recommendations prioritized by the HIA steering committee? What process was used?

Reporting

- Did the HIA include comprehensive documentation of the process, analysis, and findings?
- Were stakeholders given an opportunity to review the findings and provide comment?
- How and when were recommendations delivered to the relevant decision-makers?
- Were stakeholders able to use HIA findings to develop or communicate their positions on policies/projects?

Monitoring

- Was a monitoring plan developed?

HIA Governance

- Was the HIA decision-making process transparent?
- How much time was spent on each phase of the HIA? What was the cost of conducting the HIA?
- What did those involved think about the process used?

Public Engagement

- What efforts were undertaken to involve affected populations in the process? How were these efforts successful?
- Do stakeholders feel that the HIA was responsive to their interests/concerns?
- Did the HIA utilize community experience as evidence?

Resources

- Taylor L, Gowman N, Lethbridge J, Quigley R. 2003. Deciding if a Health Impact Assessment Is Required. NHS Health Development Agency - <http://www.humanimpact.org/component/jdownloads/finish/12/13>
- Parry JM, Kemm J. 2005. Criteria for use in the evaluation of health impact assessments. *Public Health*. 119:1122-9.
- Wismar M. 2004. The effectiveness of health impact assessment. *Eurohealth*. 10(3-4):41-3.

STAKEHOLDER ENGAGEMENT



Objective

To meaningfully involve stakeholders in the HIA process.

Essential Tasks

- Recruit a diverse group of stakeholders to participate and provide input at each stage of the HIA process
- Ensure that stakeholders have the necessary resources and capacity to meaningfully participate in the HIA
- Establish shared goals and objectives among stakeholders early in the HIA process

Key Points

Stakeholders include those who have an interest in the health impacts of the proposed project, plan or policy that is the focus of the HIA, and/or have influence in the decision-making process.

Examples of stakeholders include: community residents; community organizations; advocacy organizations; public agencies (e.g., public health, planning and economic development, transportation, etc); academics; elected officials; business, industry and developers; and service providers.

Impacted populations, particularly those that are most vulnerable, should have a role in shaping the HIA process.

Stakeholder involvement at every stage of the HIA process can enable stakeholders to better understand, contribute to and use HIA findings and recommendations.

Collaboration amongst diverse stakeholders in the HIA process can help to foster new relationships and collaboration.

Engaging a variety of stakeholders in the HIA process will help to ensure that HIA findings are as objective as possible, and recommendations are most useful and feasible.

Community and advocacy groups can play an important role in communicating HIA findings and recommendations, complementing the sometimes limited abilities of other stakeholders to engage in advocacy.

Involvement of public agencies, (e.g. public health, planning) can improve data collection and analysis, and foster communication between stakeholders and decision-makers.

Participation of a project, plan or policy proponent in the HIA process can help to establish buy-in and support for HIA recommendations.

Elected officials or decision-makers can weigh in on the scope of the HIA, and the feasibility of HIA recommendations.

Key Points (cont'd)

Health is a shared value. HIA can serve to inform diverse stakeholders, including impacted communities and decision-makers, about how policies or projects impact health.

HIA findings can help to support the credibility of community and advocacy efforts. Communicating the findings of an HIA can help to build leadership and new collaborations.

Community involvement in HIA can lead to empowerment. The World Health Organization states, "Any serious effort to reduce health inequities will involve political empowerment." Communities should be able to play a role in shaping their living and working conditions, and ensure that the changes needed to improve well-being are implemented.

Simply having public meetings to inform community members of policy, plan or project changes, or to gather input, does not lead to empowerment.

Examples of Stakeholder Engagement in HIA

Minimal Role

Screening informed by conditions and needs in the impacted community

Stakeholders inform HIA *scope* (form of input varies: surveys, meetings)

Assessment & Recommendations include results of stakeholder input (surveys, focus groups, interviews)

HIA *communication* targets a diverse audience, using language accessible to community members

Government *monitors* outcomes on behalf of community & other stakeholders

More Substantial Role

Stakeholders choose HIA topic or partners with others to choose topic

Stakeholders lead or significantly participate in scoping and prioritizing focus of HIA

Stakeholders conduct research; Stakeholders suggest and prioritize recommendations

Stakeholders communicate HIA results themselves (testimony, press conferences)

Stakeholders collect/report monitoring data themselves or in partnership with others

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Resources

Human Impact Partners. A Health Impact Assessment Toolkit: A Handbook to Conducting HIA, 3rd Edition. 2011. Includes resources and exercises to demonstrate how decision-making affects health - <http://www.humanimpact.org/hips-hia-tools-and-resources>

Human Impact Partners. 2009. HIA Readiness Questions. Designed to help organizations evaluate whether they are ready to conduct an HIA - <http://www.humanimpact.org/hips-hia-tools-and-resources>

Human Impact Partners. Principles of Collaboration. Developed to ensure that stakeholders understand how they will work together during the HIA process - <http://www.humanimpact.org/hips-hia-tools-and-resources>

Best Practices in Stakeholder Engagement. 2011. The North American HIA Stakeholder Working Group - <http://www.humanimpact.org/>