

FEDERALLY QUALIFIED HEALTH CENTER (FQHC)
BOARD OF DIRECTORS ACCOUNTABILITY MATRIX

Level	Expectations/Requirements	Tools	Accountability/Follow-up
Governance	<ol style="list-style-type: none"> 1. Program Expectations (PIN 98-23) 2. Summary of Key Health Center Program Requirements 3. Health Center Program Statutes: <ul style="list-style-type: none"> ▪ Section 330 of the Public Health Service Act (42 U.S.C. 254b) ▪ Program Regulations (42 CFR Part 51c and 42 CFR Parts 56.201-56.604 for Community and Migrant Health Centers) ▪ Grants Regulations (45 CFR Part 74) 	<ol style="list-style-type: none"> 1. By-laws 	<ol style="list-style-type: none"> 1. Strategic Planning 2. Board/Committee Meetings 3. Minutes/Action Register (Who, What, When)
Operational	<ol style="list-style-type: none"> 1. Policies and Procedures 2. Notice of Grant Award (NGA) 3. Financial Audit 4. Regulatory Review (JC, OPR, TA, etc.) 	<ol style="list-style-type: none"> 1. Work Plan: <ul style="list-style-type: none"> ▪ Goals/Objectives ▪ Key Action Steps ▪ Expected Outcomes ▪ Data, Evaluation and Measurement ▪ Person(s)/Area Responsible ▪ Time Frame 	<ol style="list-style-type: none"> 1. Meetings <ul style="list-style-type: none"> ▪ Leadership/Management ▪ QI ▪ Staff 2. Minutes/Action Register (Who, What, When)
Employee	<ol style="list-style-type: none"> 1. Position Description 2. Personnel Policies 	<ol style="list-style-type: none"> 1. Performance Appraisals 	<ol style="list-style-type: none"> 1. Progressive Discipline