



Ohio Healthy Programs Designation Requirements and Steps

For Ohio Healthy Programs (OHP) questions contact healthyprograms@ocrra.org

An OHP application is available to Program Administrators in their Organization Dashboard/Applications.
Visit the [Ohio Professional Registry](#).

Designation Requirements	
<p>1. Complete <i>Ohio Physical Activity and Nutrition Assessment (OH-PANA)</i> and upload <i>Best Practices Summary</i> report to OHP application. For information and how to access the assessment, visit Ohio Department of Health, Ohio Healthy Programs.</p>	<p><u>Program administrator completes the assessment:</u></p> <ul style="list-style-type: none"> - Complete and submit assessment online. - <i>Best Practice Summary</i> report is emailed to the administrator within 48-72 hours of assessment submission. - Upload <i>Best Practices Summary</i> report to OHP Application. Do not upload paper version of assessment. No other assessments are accepted. - Complete prior to renewal of designation.
<p>2. Attend <u>Ohio Approved Ohio Healthy Programs Training</u></p> <ul style="list-style-type: none"> - Find trainings at www.ocrra.org. - Enter <i>Ohio Healthy Programs</i> as the Title/Training ID. If looking for online trainings, check "online." - Required staff attend. <p>Session 1: Healthy Habits: Lead teacher from each age group must attend, or administrator if they are lead teacher.</p> <ul style="list-style-type: none"> - Session 2: Healthy Menus: The staff cook is to attend or administrator if they plan menus. - Session 3: Healthy Policy: The administrator must attend. <p>NOTE: Family Child Care Providers must take all three sessions, Healthy Habits, Healthy Menus, and Healthy Policy, to meet the OHP training requirements.</p>	<p><u>In-Person or Live-online Trainings:</u></p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4. (10 hrs) - Session 2: Healthy Menus (2.5 hrs) - Session 3: Healthy Policy (2.5 hrs) <p><u>Online Trainings: Self-paced, no instructor.</u></p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4. (5 hours) - Session 2: Healthy Menus (1.5 hrs) - Session 3: Healthy Policy (1.5 hrs) <p><u>Online Trainings: Live-online, instructor and participants meet online at a scheduled date/time for live instruction.</u></p> <ul style="list-style-type: none"> - Session 1: Healthy Habits, Parts 1-4 (8 hours) - Session 2: Healthy Menus(1.5 hrs) - Session 3: Healthy Policy (1.5 hrs) <p><u>Spanish Versions</u></p> <ul style="list-style-type: none"> - Online Self-paced Session 2 Healthy Menus and Session 3 Healthy Policies are available in Spanish.

<p>3. Implement at least one new policy on one of the OHP Healthy Messages to ensure healthy practices are maintained in the program.</p> <ul style="list-style-type: none"> – Dated policy is uploaded to the application. <p>The whole handbook does NOT need to be uploaded, just the dated policy page.</p>	<p>Program policy has recently been implemented will be followed within the year of designation.</p> <ul style="list-style-type: none"> – The policy document must be dated. – Policy must relate to at least one of the Ohio Healthy Programs areas.
<p>4. Demonstrate adherence to OHP menu requirements in children’s menu. <i>After School programs</i> may demonstrate adherence in snack menu by offering whole grains, fruits, and vegetables when possible, eliminating fried foods and beverages containing added sugar/sweeteners.</p> <ul style="list-style-type: none"> – Prior-menu (before implemented OHP standards) – Current menu reflects changes made to meet the OHP menu requirements – Upload both menus to the application. <p><u><i>For Designation Renewals, only the current menu is to be uploaded.</i></u></p> <p><i>Programs that require children to bring their meals may show adherence in alternate offerings.</i></p>	<p>Menu demonstrates improvement by offering:</p> <ul style="list-style-type: none"> – A different non-fried vegetable each day of the week – A different fruit each day of the week (not counting juice) – A whole grain food per day: note whole grain on menu – Fried foods no more than once a week – Only beverages with no added sugar/sweeteners. – No more than 4-6 fl. oz. of 100% juice per day – Only cereals with 6g or less of sugar per dry ounce – No highly processed meat, regardless of animal type (beef, turkey, etc.). This includes, but is not limited to: hot dogs, frankfurters, corn dogs, pepperoni, sausage (including breakfast, salami, Polish, summer, and Italian sausages), bologna, and liverwurst.
<p>5. Implement at least one healthy family engagement activity that addresses an OHP message or topic on nutrition, wellness, or physical activity.</p>	<p>Programs may demonstrate a healthy family engagement activity in a variety of ways, but not limited to:</p> <ul style="list-style-type: none"> – Providing articles in newsletters or displaying a bulletin board/virtual bulletin board on healthy habit topics (i.e. Nutrition, physical activity, obesity prevention). – Hosting a family meeting/virtual meeting or activity on nutrition, menu planning, physical activity, etc. – Providing healthy cooking or physical activity ideas.
<p>6. Upload a success story your program has experienced by participating in OHP.</p>	<p>A success story includes how a child/children, staff, family health practices has changed since learning about OHP (ex: picky eater trying new foods, children requesting water, families trying new foods, amount of physical activity has increased, etc.)</p>

How Can My Program Apply?

Access to the OHP Application: [Ohio Professional Registry](#) → Professional’s Profile → Organization Dashboard → Application → OHP Application. *(If you do not have an Organization Dashboard, contact registry@occrra.org; You must include your name, OPIN, license number, and program name to establish a dashboard).*

See the Ohio Healthy Program Application User Guide for directions on completing the application. Click- [Ohio Healthy Programs User Guide.](#)

OHP Designation Process

OCCRRA reviews submitted applications for OHP designation and designate programs that meet the OHP requirements. The review process can take up to 30 business days. If designated, each program receives an award letter, certificate, and a “Congratulations” sign to post in your program. As funding allows, programs may receive additional recognition items.

Designation *Renewal* Process

Programs are designated for two years. Your application can be renewed 60 days before expiration by renewing your OHP application in the program’s Organization Dashboard.

To maintain OHP status, simply ensure that all six steps are met for renewal:

- Complete the Ohio Physical Activity and Nutrition Assessment (OH-PANA) within two years of prior designation.
- Ensure current required staff are trained in Ohio Healthy Programs, Session 1, Session 2, and Session 3; Staff do NOT retake the OHP training.
- Upload a current menu(s) that demonstrates adherence to OHP standards.
- Upload at least one new healthy policy that demonstrates adherence to OHP standards; policy must be dated
- Identify one new healthy family engagement activity and date completed. Must address one of the OHP Messages or OHP Topics.
- Upload a new success story.

***Ohio Healthy Programs application and designation process is managed by OCCRRA through funding provided by the Ohio Department of Health.
*The Healthy Children, Healthy Weights curriculum is provided through a cooperative agreement with Columbus Public Health.***