



## GET READY (29.09.17)

Commit to becoming an HLP, engage team, agree who will do what, order training courses (see below), review core HLP requirements part 1 and plan a community event

Resource: Complete HLP Pack  
Resource: Health Champion Course  
Resource: HLP Leader Course

## ENVIRONMENT (13.10.17)

Review and record local health needs, build Health Promotion Zone, engage with local GPs and other providers and identify signposting contacts

Resource: Health Promotion Zone Guidance

## WORKFORCE DEVELOPMENT AND ENGAGEMENT (27.10.17)

Health Champion(s) to take RSPH assessment and return by 27.10.17. Hold a team training session on how to approach sensitive issues, note any PH campaigns completed this year in evidence portfolio

Resource: Championing Health Cards Complete Pack

## REVIEW AND SIGN DECLARATION (10.11.17)

Review all evidence, display Health Champion certificate, complete the self declaration process on RSPH website by 10.11.17 to allow time for processing

Resource: Complete HLP Pack  
Resource: RSPH Self-declaration

## COLLECTING EVIDENCE (06.10.17)

Review HLP quality criteria and identify focus areas, start gathering evidence, complete HLP Leader course, action plan, set up in-pharmacy health promotion activity and continue to deliver flu service

Resource: Complete HLP Workbook  
Resource: HLP Quality Criteria

## WORKFORCE DEVELOPMENT (20.10.17)

Support Health Champion(s) to prepare them for their assessment, complete their mock assessment, request RSPH assessment by 20.10.17

Resource: Mock assessment

## COMMUNITY ENGAGEMENT (03.11.17)

Run a local community engagement activity, collect feedback and take photos, review and ensure consultation room is wellbeing friendly

## CELEBRATE AND QPS (13.11.17 - 24.11.17)

Celebrate with your team when the RSPH certificate arrives, order accreditation pack, complete QPS statement before 24.11.17

Resource: HLP accreditation pack

**NEED MORE DETAILS?** [Click here to sign up for HLP Countdown updates](#) or [here to see our full range of HLP resources](#)