



# Ophea's Healthy Schools Certification: 2015-16 AUDIT PROCESS

This infographic presents a summary of the audit process used to review school submissions to become certified.

February 17, 2016  
Schools submit steps 1-4

Schools' online dashboard calculates points

## Developing the audit process:

Ophea:

1. Brainstormed audit process
2. Designed audit checklist
3. Reached out to external reviewers:

Educators

School Boards

Researchers

Public Health

Ontario Healthy Schools Coalition

Reviewed

1. Audit Process
2. Audit Checklist

Terminology Ease of use

Inclusivity Overall process

Equity Repeatability Scalability

### RESULTING IN:

#### FINAL AUDIT PROCESS

Internal review by Ophea's Healthy Schools Certification team:

- ▶ 1-day training and orientation
- ▶ 2-3 days auditing schools
- ▶ 2-3 days conflict resolution
- ▶ Convene in the Ophea Boardroom
- ▶ Access to schools' online profiles
- ▶ Using the validated audit process and checklist

For further information, please contact: [healthyschools@ophea.net](mailto:healthyschools@ophea.net)

Pre-audit  
February/March 2016

April 29, 2016  
Schools submit steps 5-6

Schools' online dashboard calculates points

Identified:

- Missing evidence
- Corrupt files
- Insufficient evidence

Audit  
May 9-13, 2016

Ophea team confirms certification levels  
Early June, 2016

Schools notified about final points and certification level

Schools certified

GOLD

SILVER

BRONZE

