

# DEVELOPMENTAL DISABILITIES RESOURCE BOARD

## National Accreditation Policy

Policy Origination: January 2001

Revision Effective: July 1, 2006

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### **National Accreditation Expenses**

Costs associated with 'one' set of manuals and surveyor rate/expenses. Acceptable incremental costs associated with first survey only.

DDRB Grants: up to 100% of the actual item purchase cost and expenses for CARF and The Council.

Another national accrediting body may be substituted with DDRB approval.

-*Staffing* (First Survey Only)

-*Consultative Services* (First Survey Only)

### **Guidelines**

These funds are available to any agency providing supports to St. Charles County residents with developmental disabilities.

For services that will be shared with customers who live outside of the St. Charles County area, or shared with individuals without disabilities, the DDRB reserves the right to determine its fair share of the costs.

### **Timelines**

Requests for accreditation funding are open for consideration during the annual application process.

### **How to make formal request**

As part of the Annual Application in the Program Narrative, the agency will identify National Accrediting needs for the fiscal year. A Board Resolution for a not-to-exceed amount must also be included.

### **Invoicing/Reporting Timelines and Fiscal Year End Deadlines**

Outlined in the Current fiscal year Contract and Funding Policies.

### **Accreditation Process Requirements**

A condition of the DDRB grant is that the agency:

1. Notify the DDRB of accreditation survey dates, times and location for participation by designated DDRB staff.
2. Arrange for interview of DDRB staff with the accrediting body.
3. Provide the DDRB with a copy of the final report with certificate within 120 days of survey completion.
4. Provide the DDRB with the corrective action plan within 130 days of survey completion.
5. Any updates/progress reports required by the accrediting body must also be submitted to the DDRB by the due date.