

A background image showing a close-up of hands writing on a document with a pen. The document is on a clipboard with a blue cover. The image is slightly blurred, focusing on the text overlay.

Preparing for CARF Accreditation

Helping Your Organization Help Others

**How to be successful in preparing your organization for
national accreditation.**

Accreditation is a “no-brainer”



What is CARF?

- **No, it's not a fish**
- **CARF is an international nonprofit accrediting body.**
- **CARF provides accreditation in the human services field—focusing on the areas of rehabilitation, employment and community, child and family, and aging services**
- **Founded in 1966**



What Is Accreditation?

- A process of meeting rigorous performance standards
- A good sign that an organization cares about delivering quality services
- A “seal of quality” that an organization’s services have been awarded because they have delivered positive results
- An indication that an organization is interested in continually improving its services

Why Become Accredited?

- **Prestige**
- **As persons served become more empowered, they will seek means to determine where to get services. Accreditation is an important marker of quality.**
- **Funders recognize CARF as a marker of superior performance**
- **Deemed Status**



Why Become Accredited?

- CARF mandates outcome development systems forcing the accredited program to be more accountable
- CARF standards protect accredited organizations from various liabilities and risks

What to Accredit?

- **Adult Day Services and Assisted Living through the CARF accreditation process**
- **Continuing Care Retirement Communities and Aging Services Networks through the CARF-CCAC accreditation process.**
- **Behavioral Health Programs - 20 Core Programs**
- **Opioid Treatment Programs**

What to Accredit?

- **Child and Youth Services**
- **Employment & Community Services**
 - **DD services**
- **Medical Rehabilitation**

Deciding which programs to accredit is one of the most critical decisions an organization can make.

All locations in each program chosen for accreditation must be included for review.

Accreditation Standards

- **Standards developed through input from the field**
- **Some 600 behavioral health standards**
- **Organizations can be rated as exemplary, in conformance with, partially conforming with or not conforming with standards**
- **Recommendations result from partial or nonconformance**
- **No set number of recommendations for three-year, one-year or non-accred**

Sample Standard

- **Section 1, Criterion E, 19:**

“The system for reporting critical incidents provides for documentation of timely debriefings conducted following emergency situations.”*

*CARF Behavioral Health Standards Manual, 2005 edition, p. 74.

Intent Statements

- **Intent statements are offered as a means of clarifying the standard.**
- **“Debriefings are offered following traumatic emergencies to provide support to personnel and the persons served.”***

*CARF Behavioral Health Standards Manual, 2005 edition, p. 74.

Examples

- **Examples are used to provide concrete ways of complying with the standards.**
- “Debriefings may include crisis or grief counseling when needed. In some instances, the organization may have a crisis response team, designated and trained clinicians, or agreements with other community providers of crisis response.”***

*CARF Behavioral Health Standards Manual, 2005 edition, p. 74.

How to Meet the Standards

- **Create written policy, procedure, plan, etc.**
- **Implement the policy, procedure, plan**
- **Show examples of when it is used:**
 - **Minutes of meetings**
 - **Reports**
 - **Completed forms**
 - **Records of persons served**
- **Explain processes to surveyors**



Application Process

- **Call CARF for “Intent to Survey” application**
- **Fill it out**
- **File with application fee (nonrefundable) of \$985**
- **Pay survey fee -- \$1,250 per surveyor per day**
 - **Example: \$10 million org needed 4 surveyors x 3 days = \$15,000**
- **Wait two to three months**

Survey Process

- **It's the standards, just the standards**
- **No wet ink**
 - **Policies, procedures, plans have to be in place at least six months prior to the survey**
- **Consultative process**
- **Conversations with Board, staff, persons served, funders**
- **Verbal report at end of survey**

Findings

- **Consultation**
- **Finding of strengths**
- **Finding of exemplary practices**
- **Recommendations**
 - **Organization has to respond to recommendations with a Quality Improvement Plan within 90 days of receiving survey report**

Review of Outcomes

- **Non-accreditation**
- **One Year Accreditation**
- **Provisional Accreditation**
- **Three Year Accreditation**

Questions?



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