

POLICY: DAY SERVICE ACCREDITATION

POLICY STATEMENT: It is the policy of the Bureau of Developmental Disabilities Services (BDDS) that all Providers of Day Services under the State's Home and Community Based Services (HCBS) waiver programs for individuals with developmental disabilities are accredited by at least one of the approved accreditation agencies.

DETAILED POLICY STATEMENT

- I. The Division of Disability and Rehabilitative Services (DDRS) will ensure that entities approved to provide Community Habilitation, Facility Habilitation, Adult Day Service, Pre-vocational Service, or Supported Employment Follow Along (SEFA) services to individuals under the State's Home and Community Based Service (HCBS) waiver programs for individuals with developmental disabilities, including the Autism waiver, Developmental Disability waiver, and Support Services waiver are accredited by at least one of the following approved accreditation agencies:
 - a. The Commission on Accreditation of Rehabilitation Facilities (CARF)
 - b. The Council on Quality and Leadership in Supports for People with Disabilities (CQL)
 - c. The Joint Commission on Accreditation of Healthcare Organizations (JCAHO)
 - d. The National Committee for Quality Assurance (NCQA)
 - e. The ISO-9001 Quality Management System
 - f. The Council on Accreditation (COA)
- II. Beginning July 1, 2011, entities currently approved by DDRS to provide one or more of the day services listed below must meet and maintain national accreditation standards for all of the following services identified in the provider contract(s):
 - a. Community Based Habilitation - Group
 - b. Community Based Habilitation - Individual
 - c. Facility Based Habilitation - Group
 - d. Facility Based Habilitation - Individual
 - e. Facility Based Support Services
 - f. Pre-Vocational Service
 - g. Supported Employment Follow Along (SEFA)
 - h. Workplace Assistance (DD Waiver only)
 - i. Adult Day Service
3. Accreditation by one of the national organizations listed above is required for each service location.
4. Providers must be accredited for the specific day service(s) that they provide.
5. Entities which are currently approved by DDRS to provide one or more days services must provide a copy of their accreditation certificate to DDRS.

6. If an approved provider wishes to request to add additional day services, they must provide evidence of accreditation for the service(s) requested with their provider application.
7. If an entity requests to provide an additional day service, they must provide evidence of accreditation in the area of service requested.
8. Providers that are seeking approval from DDRS to provide one or more day services, must provide a copy of their accreditation certificate with their provider application.

DEFINITIONS

"Adult Day Service" means community-based group programs designed to meet the needs of adults with developmental disabilities through written individual plans of care addressing specific needs determined by the Individual's assessment.

"BDDS" means Bureau of Developmental Disabilities Services as created under IC 12-11-1.1-1.

"Community Based Habilitation- Group" means services provided outside of the Individual's home that support learning and assistance in the areas of:

1. natural supports
2. self-care;
3. sensory motor development;
4. socialization;
5. daily living skills;
- 6. communication;**
7. community living; and
8. social skills.

"Community Based Habilitation - Individual" means services on a one Individual to one staff basis outside of the Individual's home that are intended to build relationships and natural supports by supporting learning and assistance in the areas of:

1. natural supports;
2. self-care;
3. sensory motor development;
4. socialization;
5. daily living skills;
- 6. communication;**
7. community living; and
8. social skills.

"DDRS" means the division of disability and rehabilitative services as established by IC 12-9-1-1.

"Facility Based Habilitation-Group" means services outside of the Individual's home in an approved facility that support learning and assistance in the areas of:

1. natural supports;
2. self-care;

3. sensory motor development;
4. **socialization;**
5. daily living skills;
6. **communication;**
7. community living; and
8. social skills.

"Facility Based Habilitation - Individual" means services on a one Individual to one staff basis outside of the Individual's home in an approved facility that are intended to support learning and assistance in the areas of:

- I. natural supports;
2. self-care;
3. sensory motor development;
4. **socialization;**
5. daily living skills;
6. **communication;**
7. community living; and
8. social skills.

"Pre-Vocational Service" means services that prepare an individual for paid or unpaid employment when that individual is expected to obtain a paid or unpaid position of employment.

"Supported Employment Follow Along (SEFA)" is services and supports that enable an Individual who is paid at or above the federal minimum wage to maintain employment in a competitive community employment setting.

"Workplace Assistance" means a range of personal care services and supports provided during paid employment hours in a competitive community employment setting.

REFERENCES

IC 12-9-2-3
12-11-1.1-1

Approved by: Shane Spotts, DDRS Deputy Director