

# *Announcement/Registration*

The Behavioral Health Administration is offering a new series of workgroup meetings to assist behavioral health treatment providers prepare for accreditation.

Building on the progress made following the workgroup sessions provided last summer, new workgroups will be formed for accreditation preparation. During workgroup sessions participants will review accreditation standards and evidence of compliance with standards as well as prepare needed evidence of compliance (policies and procedures, plans, reports, etc.) In addition, participants will share samples and templates and provide peer review services of accreditation evidence for each other.

Each workgroup will include participants seeking accreditation from the same accrediting organization. Five sessions are planned for each group beginning in March and ending with the last session in July. Depending on the accreditation standards to be addressed at each session, a participating agency can send additional people to specific sessions (for example, the individual responsible for human resources may want to attend the session that will address human resource standards). Workgroups will meet at the Behavioral Health Administration in Catonsville on a particular Tuesday of the month (different group on second, third, and fourth Tuesday of each month).

## ***Registration***

If you are interested in participating in the free workgroups, please complete the questions below and return this form to Mildred Brooke at [mbrooke@hmconsult.com](mailto:mbrooke@hmconsult.com) by February 12<sup>th</sup>. **Please ensure the individual(s) representing your agency will attend, participate, and engage with others in the review, development, and sharing of needed documents.** The success of the workgroups depends on the commitment and contributions of the participants.

Agency: \_\_\_\_\_

Individual Representing Agency: \_\_\_\_\_

Individual's Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Next to the Accrediting Organization you have chosen indicate your progress towards accreditation as 1. decided on accrediting organization; 2. submitted application and partial payment to accrediting organization; or 3. scheduled accrediting organization's survey):

CARF, International: \_\_\_\_\_

The Joint Commission (TJC): \_\_\_\_\_

Accreditation Commission for Health Care (ACHC): \_\_\_\_\_

Undecided/At Planning Stage: \_\_\_\_\_

Beginning in late summer another series of workgroups will be offered for those providers who at this time are at the planning stage and not yet ready to begin preparing for accreditation.

Please contact Mildred Brooke, Health Management Consultants, at [mbrooke@hmconsult.com](mailto:mbrooke@hmconsult.com), 301-785-3407 with any questions.