

**Ohio Department of MRDD  
Accreditation Self Review 2008**

**County Board Accreditation Self Review Tool Instructions**

There have been some changes made to the 2008 Self Review tools:

- 1) The first change is that the review tool, “data collection instrument” (DCI) used by the county board and the accreditation review team will be exactly the same. This means our tools are your tools.
- 2) To increase understanding of rule language the questions used to measure compliance have been changed to reflect every day language.
- 3) Domain names are no longer used and standards are now identified by name as indicated below;
  - a) Physical Environment
  - b) Personnel
  - c) Behavior Supports
  - d) Medication Administration
  - e) Incidents Adversely Affecting Individuals (MUI)
  - f) Waiting List
  - g) Title XX
  - h) Level One/IO/Adult Day Services
  - i) Supported Living/Adult Services
  - j) Early Intervention
  - k) Transportation
  - l) Individual Information Form (IIF)
  - m) Board Membership/Ethics Committee
  - n) Administrative Resolution of Complaints
- 4) As identified in the list above three standards have been revisited which are IIF, Board Membership and Ethics Committee, and Administrative Resolution of Complaints.
- 5) Adult Day Services have been combined with the SSA and HCBS waiver tool and are now reflected as Level One/IO/Adult Day Services tool.
- 6) Adult Services and Supported Living have been combined which is now reflected in the Supported Living/Adult Services tool.
- 7) Each folder contains the review tool and a resource folder. The resource folder contains the applicable rules and other material that maybe helpful to review of the standard.
- 8) The accreditation self-review tools are designed to assist the county board in monitoring compliance with rule and/or statute requirements. The county board should address all of the rule requirements in the self-review tools. Any shaded areas in the tools are not rule requirements.
- 9) The tools for each standard are formatted for four file/record reviews. The county board is strongly encouraged to use the tools to review a representative sample of file records within each standard.

**Ohio Department of MRDD  
Accreditation Self Review 2008**

**County Board Accreditation Self Review Tool Instructions**

- 10) The county board may use identification number (ID#) instead of using an individual's name.
- 11) The county board is required to complete a self review each year and is encouraged to develop plans of correction for areas determined to be out of compliance. The Accreditation review team will review the Self Review as a part of completing an Accreditation review.
- 12) Completed Self Reviews should be maintained on file by each county board.

***QUESTIONS***

Questions should be directed to:

Lisa A. Burt, Manager  
[lisa.burt@dmr.state.oh.us](mailto:lisa.burt@dmr.state.oh.us)  
Phone: (614) 995-5236

OR

Beth Chambers, Manager  
[beth.chambers@dmr.state.oh.us](mailto:beth.chambers@dmr.state.oh.us)  
Phone: (614) 466-2366