Ongoing Accreditation Tasks – Fiscal Year\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Standard** | **Task** | **Staff Member Responsible** | **Date Assigned** | **Date Final Documentation or Check Due** |
| **AGA3** | **Board orientation, manual distribution, and training** |  |  |  |
| **AC1** | **Progress toward cultural competency plan documented** |  |  |  |
| **AC4** | **Dissemination of agency materials** |  |  |  |
| **AC4** | **Collection of interagency efforts (minutes and agreements)** |  |  |  |
| **CIC2** | **Documenting clients receive policy info.** |  |  |  |
| **FE3** | **Staff & volunteers oriented to safety & security plans; plans posted** |  |  |  |
| **P3** | **Personnel policies are up-to-date and distributed to applicable personnel.** |  |  |  |
| **P11** | **Ongoing training for staff/volunteers** |  |  |  |
| **P13** | **Personnel orientations** |  |  |  |
| **QA1** | **Collection of data for planning and evaluation purposes** |  |  |  |
| **CS ALL** | **Ongoing training for direct service and supervisory staff.** |  |  |  |
| **CS3 & CS4** | **Collection of evidence of working relationships with medical and legal communities.** |  |  |  |
| **CS6** | **Evidence of leadership in 4 activities with 5 potential participants (systems coordination).** |  |  |  |