



Kansas Department of Social and Rehabilitation Services

Operational Policy and Procedure

Policy:	Certification of Accredited Programs		
Division:	Health Care Policy	Policy Number:	LICEN 303
Contact:	Addiction and Prevention Services Director		
Status:	Approved	Date Approved:	12/22/07
Date Reviewed/Revised:		Effective Date:	01/01/08
Department:	Addiction and Prevention Services (AAPS)	Page:	1 of 2

POLICY: An agency may request certification status when the agency demonstrates that it is in good standing with a national behavioral health accreditation body such as the Joint Commission on Accreditation of Health Care Organizations, the Commission on Accreditation of Rehabilitation Facilities, or is licensed as a mental health center by Social and Rehabilitation Services or any other licensing or accrediting bodies recognized by the Kansas Department of Social and Rehabilitation Services (See *Standard R03-806 A*).

PURPOSE: To ensure the regulatory agency has oversight of all treatment programs providing alcohol and drug counseling, including those that are accredited by a national recognized organization.

PROCEDURE:

- 1) A licensee shall provide the following documents to the Department of Social and Rehabilitation Services/Addiction and Prevention Services Central Office in addition to their application and licensure fee, at the time of application:
 - a) A copy of the current accrediting body's certificate or mental health license,
 - b) A copy of survey findings from the accreditation or licensure visit, corrective action plans, and follow up responses from the last on-site survey, and
 - c) A list of all current staff and copies of their Kansas Department of Social and Rehabilitation Services Credentialed Alcohol and other Drug Abuse Counselor certificate (See *Standard R03-806 B*).
- 2) If AAPS approves program certification, a licensee shall notify the Department of Social and Rehabilitation Services/Addiction and Prevention Services and provide copies of:
 - a) All future scheduled on-site surveys,
 - b) Survey findings, within ninety (90) days,
 - c) Any corrective action plans, and
 - d) Follow-up responses to/from the Program's accrediting body (See *Standard R03-806 C*).
- 3) A treatment provider seeking certifications shall complete an application or renewal application for certification at least ninety (90) calendar days prior to the



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expiration date of their current certification and provide evidence of on-going accreditation status (*See Standard R03-806 D*).

- 4) If certification is granted, the Department of Social and Rehabilitation Services/Addiction and Prevention Services shall continue to conduct on-site licensure visits, according to policy for site visit procedures, in order to:
- Examine client records,
 - Ensure staff has current Kansas SRS Alcohol and other Drug Abuse Counselor credentials,
 - Ensure Programs offering residential services are complying with the State of Kansas Standards for Licensure/Certification of Alcohol and/or Other Drug Abuse Treatment Programs, as they relate to residential programs, and
 - Ensure Programs offering Methadone treatment are complying with the State of Kansas Standards for Licensure/Certification of Alcohol and/or Other Drug Abuse Treatment Programs, as they relate to Methadone programs.
- (*See Standard R03-806 E*).

- 5) If upon a site visit, the licensee has deficiencies they shall follow the guidelines in Policy LICEN 301.

Approved by: _____

Addiction and Prevention Services Director

12/22/2007

Date