



# STATE OF KANSAS

**Social & Rehabilitation Services**

**Division of Health Care Policy**

**Community Supports & Services**

**Margaret Zillinger**  
**Director**

**Frank A. Stahl**  
**Assistant Director**

**Brian Bolen**  
**Quality Assurance**  
**Program**

## Quality Assurance /ANE

## PROTOCOL

[Revised 11-30-2006]

## MRDD QA/PI ANE Protocol

1. PI staff receives the ANE screen in / out notification from APS staff and notifies the QA staff if necessary

2. PI staff contacts the exc dir / administrator of the licensed CSP to ensure that the potential victim of the alleged ANE is safe and will be safe during the investigation. *The only information shared is the allegation, and the possible VICTIM. Do not share the reporters name, or alleged perpetrator !!!!!!!!!!!*

3. PI staff document the assurance that the potential victim will be safe during the investigation

PI/QA staff are not involved in the APS investigation, unless assistance is requested by the APS worker

4. PI staff receives notification of the findings from the APS worker and if confirmed refers to QA

5. QA staff requests CAP [corrective action plan] in writing, from the licensed CSP for all confirmations.

6. QA staff receives CAP from the CSP & reviews for appropriateness requesting additional info. as necessary.

7. QA staff monitor implementation of CAP. PI staff monitor ind. outcomes.

8. QA staff consult with APS worker assigned regarding the CAP and it's effectiveness. PI staff refer individual outcomes (below min. standards) to QA

**9. QA STAFF REVIEWS ALL ANE ISSUES WITH THE CSP &  
CDDO DIRECTORS DURING REGULARLY SCHEDULED  
VISITS**