


Canadian Centre for Accreditation
Excellence in community services

Centre canadien de l'agrément
L'excellence en matière de services communautaires



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Happy Holidays!

The Project Steering Committee wishes all our associates and friends a happy and peaceful holiday and all the best for 2012. We look forward to continuing our work with you as we progress towards the exciting launch of CCA!

Fast Forward to the CCA: Updates

A number of elements are falling into place as we quickly head towards April 1st, 2012, when the Canadian Centre for Accreditation (CCA) officially comes in to existence.

Organizational Updates

Congratulations!

Many congratulations and good wishes to Nena Pendevska, on the birth of her son, Alexandar, in October. Nena was the Project Manager of our Accreditation Project for its first two years.

Using the policies and practices of the five partner associations as a starting point, the project's Steering Committee has been busy drafting policies that CCA will need to guide board processes, the accreditation program, and accreditation fees, to name a few. The Steering Committee has also revised the Cooperation Agreement that each of the founding partner associations will sign with the CCA to formalize its membership and outline mutual expectations. The agreements have been reviewed by founding association boards and will be ready to sign on April 1st.

With Barbara Wiktorowicz, Executive Director of Community Organizational Health Inc (COHI), and other COHI staff taking on management of the accreditation project, COHI named a new representative to the Steering Committee: Denise Squire. Denise is a board member of COHI and the Executive Director of the Woolwich Community Health Centre. We welcome Denise.

Piloting the CCA Accreditation Program

The Accreditation Standards and Process Working Group has been busy preparing for the CCA pilot reviews taking place between April and September 2012. The working group is finalizing processes, tools and resources to accompany the pilot standards. These include forms such as a checklist to audit employee files; conflict-of-interest guidelines; surveys of community partners, educational partners, staff, governing body members and other stakeholders; and a toolkit for reviewers and participating organizations. The online tool through which organizations and reviewers will manage their reviews will be ready to pilot later in December.

The working group held a webinar in October for the ten organizations piloting CCA, and some sector-specific trainings were held in November. Reviewer training is planned for January 2012.

The final revised CCA accreditation program will be rolled out in December 2012 for reviews to be held after April 1, 2013 (based on site visit date).

Word is Spreading

A new brochure and other promotional materials are starting to be put to use in outreach to partners old and new. This fall, we had displays and presented at annual conferences of the Ontario Community Support Association and Children's Mental Health Ontario; we also participated in the Ontario Community Support Association's webinar series on accreditation. CCA continues to receive inquiries from many interested organizations looking forward to its establishment.

Looking to the Future: Two New CCA Modules

Two additional CCA Modules are being developed for Community Support Services and for providers of Community Mental Health and Addiction Services.

The Advisory Group to the development of the Community Support Services Module has now started its work under the coordination of consultant Vicki Bales.

The Community Mental Health and Addiction Module Advisory Group will be formed in January 2012. If you are interested in participating as an

advisor or critical reader, please contact Barbara Wiktorowicz, Executive Director at ed@canadiancentreforaccreditation.ca.

The CCA Fee Structure Explained

CCA's fee structure for the accreditation service will be made up of two parts: an annual base fee that is on a sliding scale according to the size of the participating organization; and a review fee based on the number of reviewers and days on site needed to complete the review. Depending on the sector, the CCA fee may be paid directly to CCA or through its partner association.

CCA will set a Reviewer Day Fee (per diem fee) based on the average costs of travel and accommodation for all review teams. The size of each participating organization's review team and how long they spend on site will depend on the size and complexity of the organization. The projected review costs will be mutually agreed upon at the beginning of the contract with CCA and the review fee will be spread out over the length of the agreement with the CCA (usually four years).

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