

# Notice of Accreditation Survey

The Accreditation Association for Ambulatory Health Care, Inc. (AAAHC/Accreditation Association) will conduct an accreditation survey of

**Fond du Lac Human Services Division**

**February 22-23, 2010**

**Name of Organization**

**Survey date(s)**

The survey will be used to evaluate the organization's compliance with AAAHC standards for ambulatory health care and to determine if accreditation should be awarded to, or retained by, the organization.

Through an emphasis on education and consultation, the ultimate purpose of the accreditation process is to improve the quality of health care delivered by this organization.

The above named organization has voluntarily requested this survey as a means of having a review of the entire organization to build upon strengths or identify opportunities to improve the delivery of quality health care.

Members of the general public, patients, and individuals on the staff of this organization, believing that they have pertinent and valid information about this organization's provision of health care or

compliance with AAAHC standards, may request an information presentation with AAAHC surveyors at the time of the survey for the purpose of presenting such information, *or* may communicate such information in writing or by telephone to the AAAHC. All information received from identified individuals at or prior to the survey will be considered in making the accreditation decision. The information presented will not be debated with the reporting individual.

Requests for presentation must be received at least two weeks prior to the survey in order to allow sufficient time to schedule the presentations.

Requests for public information presentations or reporting of pertinent and valid information may be communicated in writing or by telephone to AAAHC at the

following address and telephone number:

**Accreditation Association for Ambulatory Health Care, Inc.**  
5250 Old Orchard Road, Suite 200  
Skokie, IL 60077  
Telephone 847/ 853-6060  
FAX 847/ 853-9028

This Notice of Accreditation Survey is posted in accordance with AAAHC requirements, and may not be removed until after the survey.

January 25, 2010

Date posted

Janette Setterquist, RN

Name

Evaluation & Accreditation  
Coordinator

Title

## Instructions

AAAHC policy requires that an announcement of the date of the survey and an opportunity for public presentation be posted on the organization's premises in all facilities in a manner intended to give public notice thirty (30) days prior to the scheduled survey date.

For organizations undergoing an AAAHC / Medicare Deemed Status survey, the Notice must be completed and posted not later than the first day of the assigned ninety (90) day survey window, and remain posted until the survey is completed.

In any case, the Notice must remain posted for a period of not less than 30 days.

The date and the name and title of the person responsible for posting should be recorded on the Notice when it is posted

It is required that the Notice be displayed at all facilities, including each satellite, in locations such as the lobby, reception or cashier area, usual bulletin board or other public area, and that it be posted at least as conspicuously as is the AAAHC accreditation certificate. This

Notice must be posted in appropriately prominent places so that large segments of the population served are likely to view it. If additional copies are needed, photocopies of this Notice may be made. The Notice of Accreditation Survey is also available at [www.aaahc.org](http://www.aaahc.org).

At the time of the survey, AAAHC surveyors are required to verify when and in what manner the Notice was posted in the organization.