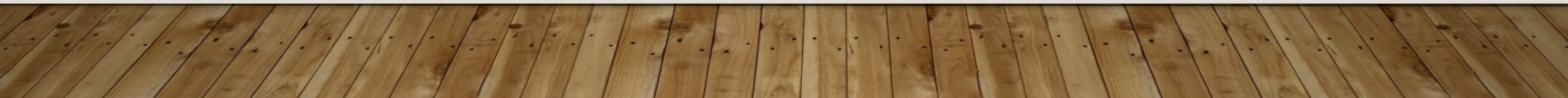




UNITED METHODIST ASSOCIATION
OF HEALTH AND WELFARE MINISTRIES



EAGLE ACCREDITATION
UNITED METHODIST ASSOCIATION



EAGLE ACCREDITATION

ONE ORGANIZATION'S JOURNEY

Missi Latter, *Vice President of Quality & Compliance*

Lori Potter, *Chief Operating Officer*

Courtney Knepley, *Environmental Services Director*

Bonnie Dennes, *Executive Assistant (Retired)*



OBJECTIVES

- Preparing for EAGLE Accreditation
- Navigating and Completing the EAGLE Self-Study
- Preparing and Educating your Organization for Site Visit



FIRST THINGS FIRST

- Started discussion at Strategic and Ops levels
- Sent core team to UMA Conference
 - Attended training on how to become Peer Reviewer
- Decision made on which business entities seeking Accreditation
- Assigned reading of Self-Study for ALL leaders
- Several staff served as Peer Reviewers at other facilities
 - Invaluable insight

TIMELINE

- **March 2015:** **UMA Conference**
- **April-May 2015:** **Received UMRC Board Support**
*Became regular topic at Quality First Board Committee
Power Point Training completed with UMRC Board
Staff Education started (was ongoing throughout)*
- **May-June 2015:** **Assigned Reading of Self- Study**
Strategic/Ops teams initially
- **July 2015:** **Identified Project Lead and Core EAGLE Team**
Identified Team Leads for each Principle
- **July-December 2015:** **The Work!**
*Summaries/Supporting document gathering
Regular scheduled meetings with team leads
Revisions and Updates- ongoing even after this date*



TIMELINE *(CONTINUED)*

- *January 2016:* *Made Application*
- *Jan-April 2016:* *Continued editing and finalizing Self Study*
 - *Updating P&P, Updating Collateral Material, Gathering Key Documents*
- *May-June 2016:* *Completed identified Education/Training as identified*
- *June 2016:* *Submitted FINAL Self-Study to UMA*
- *July 2016:* *Summer Employee Picnic*
 - *Handouts, Eagle mascot, Created Excitement*
 - *Continued Education and Kept EAGLE at the forefront of Operations....even still*
- *October 2016:* *Site Visit*
- *December 2016:* **Accreditation Awarded!!**



IMPORTANT NOTES

- Nobody was Exempt from being involved
 - Department leaders had to read self-study (both pre and post completion)
 - Mandatory Staff Trainings- EAGLE was on all agendas throughout the year
 - Resident Meetings
 - Board Training
- Shared examples of how to complete the answers (experience shared as peer reviewers)
- Having core committee helped streamline things
- Set up EAGLE “Shared Drive” on our Network
 - Separate EAGLE folder on Secured Drive for Core Team only



PULLING IT ALL TOGETHER

- Weekly Meetings – team leads with committee members
 - ACTIVELY worked on it....typed as they talked; referenced documents, etc
- Intern Utilized- great asset and project for them
 - Proofed for initial content/completion (assignments sent to her)
 - Organize meetings
 - Start setting up Binder
- Proofed for “content” by all Operations and Strategic Teams
 - Had to provide written feedback (Ex:We referenced a document in the self-study but that document was missing, or labeled wrong)
 - Tool provided for their feedback – SET DEADLINES!



ONSITE ACCREDITATION VISIT

- Review team onsite for several days
- Need Lead Coordinator for this visit
- Had EAGLE Book Ready!
- Staff/Board/Residents were well prepared ahead of time for group meetings, I:I meetings
- [Link: Form](#) ○



NOW WHAT?

RE-ACCREDITATION

- Every 4 Years
 - Annual Report in between
- Files already built
- Assignments already made
- Can easily task-out updates needed
 - Changes to any Facilities or Programming
 - Changes in key Leadership (Ex: COOP Plan)
- Focus on Educating/Preparing for site visit
 - New employees, residents, board members



THANK YOU!



UMA