

# CARF...Commission on Accreditation of Rehabilitation Facilities

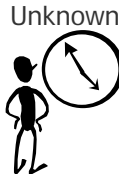
Challenges Assessment Review Focus

Newsletter #11

by Angela Williams

## **CARF Quote of the Month:**

If you don't have the time to do it **right**...  
When do you think you'll have time to do it **over**?



### **2-F – Seclusion and Restraint** - CARF surveyors will review:

- ✓ Policies regarding seclusion and restraint/emergency interventions
- ✓ Records, notes, written orders pertaining to seclusion/restraint
- ✓ Examples of crisis plans
- ✓ Evidence that all other interventions were used first
- ✓ Records of all competency based trainings
- ✓ Documentation of discussions held following the use of seclusion/restraint
- ✓ Individual records with orders, evaluations, assessments, and ongoing monitoring

### **2-G – Records of the Persons Served** – CARF surveyors will review:

- ✓ Individual records
- ✓ Policies for record keeping and making entries to records
- ✓ Timeliness of record keeping
- ✓ Release forms
- ✓ Any duplicate records or files
- ✓ Any correspondence
- ✓ Referral information

### **2-H – Quality Records Review** – CARF surveyors will review:

- ✓ Documentation of professional quarterly review of open and closed records
- ✓ Evidence that these reviews are summarized/reviewed
- ✓ Evidence these reviews are done by trained/qualified personnel
- ✓ Policy that states who in the organization is qualified
- ✓ Signed reviews that the policy is being met
- ✓ Do reviews look at quality of services, appropriateness of services, and patterns of service utilization?

Next newsletter will cover the Program Specific Standards and give tips on what to expect as well as **do's**

**and**

**don'ts.**

