

Accreditation Process

Whole process of initial accreditation from application to grant accreditation status takes 6 months

- Residential home (RCHE) submits application form and fees.
- RCHE submits checklist for preliminary screening for acceptance.
- Accepted RCHE pay stage 1 accreditation fee and sign the agreement and “Statement on Staff Integrity”.
- 1 day briefing will be provided to the RCHE
- Stage 1 accreditation to assess environment, document to review the readiness of RCHE. A stage 1 accreditation report stated improvement needed will be given to the RCHE.
- RCHE stage 2 accreditation fee after complete stage 1 accreditation.
- RCHE submits “self-assessment report” and related documents.
- Confirm stage 2 accreditation – accreditation team and date of on-site assessment.
- 2 – 4 days on-site accreditation by 2 – 4 trained assessors.
- Assessors submit accreditation report after on-site assessment.
- Oral Presentation include RCHE representatives and the accreditation team.
- Accreditation committee meeting to make granting decision according to the accreditation report and related information.
- If RCHE failed to be granted, Accreditation committee may suggest re-accreditation or RCHE apply for appeal.
- Certificate issued to accredited home.

Special accreditation

Extension or reduction the scope of certification:

Accreditation Division shall, in response to an application for extension or reduction to the scope of a certification already granted, undertake a review of the application and determine any audit activities necessary to decide whether or not the extension may be granted. This may be conducted in conjunction with an annual review. Including license bed number change, geographic location change, management with significant change.