Dear Mr. Johnson,

The Division of Health Improvement Quality Management Bureau has completed a quality review survey of the services identified above. The purpose of the survey was to determine compliance with federal and state standards; to assure the health, safety, and welfare of individuals receiving services through the Developmental Disabilities Waiver; and to identify opportunities for improvement.

**Quality Management Approval Rating:**

*No deficiencies were identified;* the Division of Health Improvement is pleased to grant your agency a “QUALITY” certification for substantial compliance with DDSD Standards and regulations.

Please call the Team Leader at 505-222-8670, if you have questions about the survey or the report. Thank you for your cooperation and for the work you perform.

Sincerely,

Tony Fragua, BFA
Team Lead/Healthcare Surveyor
Division of Health Improvement
Quality Management Bureau
Survey Process Employed:

Entrance Conference Date:   December 2, 2008
Present:
Active Solutions Inc.
Jessica Martinez, Director of Training & Personnel
Audrey Ulibarri, Service Coordinator

DOH/DHI/QMB
Tony Fragua, BFA, Team Lead/Healthcare Surveyor
Barbara Czinger, MSW, LISW, Healthcare Surveyor

Exit Conference Date:    December 3, 2008
Present:
Active Solutions Inc.
Audrey Ulibarri, Service Coordinator
Jessica Martinez, Director of Training & Personnel
Todd Johnson, Executive Director

DOH/DHI/QMB
Tony Fragua, BFA, Team Lead/Healthcare Surveyor
Barbara Czinger, MSW, LISW, Healthcare Surveyor

DDSD - NE Regional Office

Homes Visited Number: 1
Administrative Locations Visited Number: 1
Total Sample Size Number: 1
Persons Served Interviewed Number: 1- (Non-verbal)
Persons Served Observed Number: 1
Staff interviewed Number: 1- (Via interpreter)
Records Reviewed (Persons Served) Number: 1
Administrative Files Reviewed

- Billing Records
- Medical Records
- Incident Management Records
- Personnel Files
- Training Records
- Agency Policy and Procedure
- Caregiver Criminal History Screening Records
- Employee Abuse Registry
- Human Rights Notes and/or Meeting Minutes
- Nursing personnel files
- Evacuation Drills
- Quality Improvement/Quality Assurance Plan
- Quality Improvement/Quality Assurance Annual Report
- In-Home Day Habilitation Justification Packet
- Prior Approval by DDSD, Provider Request Form
- Approved In-Home Day Habilitation effective through 2/19/2008-2/18/2009

CC: Distribution List: DOH - Division of Health Improvement
DOH - Developmental Disabilities Supports Division
DOH - Office of Internal Audit
HSD - Medical Assistance Division