



Office of Licensing and Accreditation

Accreditation Survey Report for Substance Use Disorder Treatment Providers ARSD 67:61 October 9, 2024

Alliance for Substance Abuse Prevention

2040 W. Main St. #102

Rapid City, SD 57702

Levels of Care: Prevention

1. Governance	Yes	No	N/A
a. Governmental agency, federally recognized tribe, business corporation, non-profit corporation or limited liability company (0.5 and 1.0 only) (67:61:03:01)	<u>✓</u>	___	___
b. Policy for not denying clients equal access to services (67:61:03:04)	<u>✓</u>	___	___
c. Annual, entity-wide, independent financial audit completed (67:61:04:05)	<u>✓</u>	___	___
d. Business hours posted in prominent place on premises (67:61:04:09)	<u>✓</u>	___	___
e. Board of directors meets at least quarterly and keeps minutes of all meetings (67:61:03:03)	<u>✓</u>	___	___
f. Up-to-date policy and procedure manual (67:61:04:01)	<u>✓</u>	___	___
g. Up-to-date organizational chart (67:61:05:09)	<u>✓</u>	___	___
h. Sentinel event policy (67:61:02:21)	<u>✓</u>	___	___
i. Policy for notifying DSS of changes (67:61:02:20)	<u>✓</u>	___	___

Comments:

2. Program Services	Yes	No	N/A
a. Schedule of fees based on client ability to pay (67:61:04:06)	___	___	<u>✓</u>
b. Policy prohibiting client abuse, neglect, and exploitation (67:61:06:03)	<u>✓</u>	___	___
c. Client rights policy (67:61:06:01; 67:61:06:02)	<u>✓</u>	___	___
d. Client grievance policy (67:61:06:04)	<u>✓</u>	___	___

e. Submits accurate statistical data (67:61:04:02)	<u>✓</u>	<u> </u>	<u> </u>
f. Discharge policy (67:61:06:07)	<u> </u>	<u> </u>	<u>✓</u>
g. Client orientation policy and procedure (67:61:04:07)	<u> </u>	<u> </u>	<u>✓</u>
h. Policy for responding to medical emergencies (67:61:04:09)	<u> </u>	<u> </u>	<u>✓</u>
i. Electronic or written directory with name address, and phone number of support services (67:61:04:10)	<u>✓</u>	<u> </u>	<u> </u>
j. In level 3.1, 3.2D, and 3.7 facilities, staff is on duty at all times who is trained to respond to fires and natural disasters (67:61:04:09)	<u> </u>	<u> </u>	<u>✓</u>

Comments:

3. Personnel	<u>Yes</u>	<u>No</u>	<u>N/A</u>
a. Orientation completed within 10 days of hire with all required components (64:61:05:05)	<u> </u>	<u> </u>	<u>✓</u>
b. Office of Inspector General Medicaid exclusion list check (67:61:05:12)	<u>✓</u>	<u> </u>	<u> </u>
c. In 3.2D facility, all counseling and supervisory staff are trained in emergency first aid, CPR and responding to natural disasters; Documentation in file (67:61:17:06)	<u> </u>	<u> </u>	<u>✓</u>
d. Policy and procedure for supervising employees, volunteers, and interns (67:61:05:06)	<u>✓</u>	<u> </u>	<u> </u>
e. Two-step TB test or blood assay test within 2 weeks of hire or 12 months before hire (67:61:05:01)	<u> </u>	<u> </u>	<u>✓</u>

- | | |
|---|---------------------|
| f. Employee TB policies and procedures
(67:61:05:01) | <u>✓</u> ___ ___ |
| g. Complete employee records; policies
to maintain those records (67:61:05:08) | <u>✓</u> ___ ___ |

Comments:

4. <u>Case Record Management</u>	<u>Yes</u>	<u>No</u>	<u>N/A</u>
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|---|---------------------|
| a. Procedures for closing inactive client records
for inpatient programs within 3 days and
outpatient programs for 30 days [67:61:07:04(1-2)] | ___ ___ <u>✓</u> |
| b. Policy for case records to be retained for at least
6 years [67:61:07:04(3)] | <u>✓</u> ___ ___ |
| c. Established ongoing compliance review process
(67:61:04:03) | <u>✓</u> ___ ___ |

Comments:

5. <u>Environmental/Sanitation/Safety/Fire Prevention</u>	<u>Yes</u>	<u>No</u>	<u>N/A</u>
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|---|---------------------|
| a. Health, safety, sanitation, and disaster plan
(67:61:10:01) | <u>✓</u> ___ ___ |
|---|---------------------|

Comments:

6. <u>Prevention</u>	<u>Yes</u>	<u>No</u>	<u>N/A</u>
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|--|---------------------|
| a. Encompass current research, theory, and practice-
based strategies and activities implemented through
structured prevention strategies. Delineate a work
plan to outline scope of services. Found on evidence-
based programming list. Made available to the public
and staff (67:61:11:01). | <u>✓</u> ___ ___ |
| b. Will offer one or more of the following, with written
description available to staff members, the public
and DSS. Includes target population, program goals, | |

scope of services, measurable objectives, program evaluations and outcomes (67:61:11:03)

- | | | | | |
|------|---|----------|-------|-------|
| i. | Information dissemination services | <u>✓</u> | _____ | _____ |
| ii. | Education services | <u>✓</u> | _____ | _____ |
| iii. | Alternative services | <u>✓</u> | _____ | _____ |
| iv. | Problem identification and referral services | <u>✓</u> | _____ | _____ |
| v. | Community-based services | <u>✓</u> | _____ | _____ |
| vi. | Environmental services | <u>✓</u> | _____ | _____ |
| c. | Evidence based interventions (67:61:11:05) | <u>✓</u> | _____ | _____ |
| d. | Database of information and referral sources that is posted publicly (67:61:11:05) | <u>✓</u> | _____ | _____ |
| e. | Maintains a record of all prevention activities including: (67:61:11:07) | | | |
| i. | Record of presenters and participants | <u>✓</u> | _____ | _____ |
| ii. | Demographics of participants including age, race, gender | <u>✓</u> | _____ | _____ |
| iii. | Record of all program activities | <u>✓</u> | _____ | _____ |
| iv. | Copies of all programmatic materials | <u>✓</u> | _____ | _____ |
| f. | Conducts annual satisfaction surveys (67:61:11:08) | <u>✓</u> | _____ | _____ |
| g. | Conducts participant evaluations after each presentation (67:61:11:08) | <u>✓</u> | _____ | _____ |
| h. | Conducts pre- and post-tests for all presentations (67:61:11:08) | <u>✓</u> | _____ | _____ |
| i. | Completes a quality assurance review of its programming with an annual summary report made available to the board of directors, agency staff, and DSS | <u>✓</u> | _____ | _____ |

- j. Staff have completed Substance Abuse Prevention Skills Training or Foundations of Prevention within one year of hire (67:61:05:04)

✓ _____

Comments:

7. Signatures

X	Three Year Accreditation (100%-90%)
	Two Year Accreditation (89.9% - 70%)
	Probation (69.9% and below)
	One Year Provisional Accreditation (70% and above)

Program Specialist

10/15/20204

Date

10/9/2024

Date of Site Visit

Program Manager

Date