



Dear Siskin ABA Community,

We are participating in the Behavioral Health Center of Excellence (BHCOE) Accreditation process. BHCOE is an organization established to set standards for high quality Applied Behavior Analysis services. They will be conducting an evaluation for accreditation of *Siskin Children's Institute* designed to ensure that the highest quality experiences are being provided to our patients and staff.

The accreditation process includes surveys of patients' families or loved ones, surveys with employees, an interview with leadership, and videos of our services. You may be asked to participate in the evaluation process (e.g., videos, surveys). Additional consent forms are not needed as this evaluation is protected under current HIPAA and FERPA regulations and privacy laws.

Videos are estimated to last between 30-60 minutes during your regularly scheduled session/meeting times. Videos will be sent to, and stored securely, by BHCOE for evaluation purposes. All videos will be kept no longer than 2-years from the finalization of accreditation process and may be destroyed at an earlier date.

Surveys typically take 15-20 minutes of your time. Your feedback during the evaluation process is very valuable and the best way that BHCOE can be sure to reach out to all stakeholders is by conducting surveys. If you are an employee, please be sure to follow our organizations' policies and consult with your supervisor regarding how to allocate your time when participating in the evaluation process outside of your regularly scheduled sessions.

Your participation and feedback during the accreditation process is invaluable and strictly confidential. The feedback you provide BHCOE will be anonymous because they will combine your feedback with everyone else's and give us this information as general areas of strengths and areas in need of improvement. This means that your individual observation and survey responses remain anonymous. Participation will not influence your current services, or status within Siskin Children's Institute, in any way.

Our aim is to provide the most effective and highest quality experience so we can positively impact the lives of the people we serve. In doing so, we hope to promote knowledge and growth of all members of our community. The BHCOE evaluation will assist in accomplishing this goal and will have great impact on our future development.

We encourage your participation and hope you will take this time to provide your honest feedback. If you have any questions, do not hesitate to let us know. If you have any complaints or would like to learn more about BHCOE, please find a summary of their mission and vision below or visit their website at <http://www.bhcoe.org/>.

Thank you,

Jane White
Director of ABA Services

Julie Mickel
Director of Quality Improvement

MORE ON BHCOE

BHCOE's mission is to transform person-centered behavioral health by advancing measurement science, establishing performance-based standards, increase access to quality care, and lead community collaboration. As an American National Standards Institute (ANSI) accredited Standards Developer, BHCOE designs and implements standards of excellence related to the field of applied behavior analysis (ABA) through an accreditation process. Overall, this process is designed to encourage, support, and recognize exemplary ABA organizations and training facilities which use evidence-based practices, create quality internal systems to promote high satisfaction, and promote positive outcomes. Organizations going through the accreditation process are evaluated against standards that have been based upon peer-reviewed literature, best practice literature, and state/federal laws. Because BHCOE is an accredited ANSI Standards Developer, BHCOE is required to comply with the essential requirements and policies of ANSI, which involves the inclusion of openness, balance, and due process prior to any standards being officially accredited by ANSI. By doing so, BHCOE's values of having a radically transparent process, ethical practice, collaborative problem-solving, and balanced representation are upheld.