

Compliance Action Plan

SECTION 1					Without Family Input	With Family Input
Provider Agency:				CAP Due Date:		
Address:				CAP Submitted:		
City/State/Zip:				CAP Review Date:		
Phone:				CAP Approved:		
Contact's Name & Title:						
Email:						
The service provider must submit a Compliance Action Plan for any areas of concern listed in the Review Letter.						
The Compliance Action Plan must include:						
1. The actions taken to correct each area of concern						
2. The projected date to achieve those action steps						
3. The person or persons responsible for completing the action						
SECTION 2						
Settings- Areas of Concern						
Expectation 1.1 : <i>Individuals do not receive services/training primarily in isolated facilities,</i>						
<i>or settings which limit their potential integration with the community at large.</i>						
Specific Issue:						
Action Step(s) To Meet Expectations:						
<i>(type in the box to the right)</i>						

Compliance Action Plan

Target Date (Projected date to achieve Action Steps):							
Settings- Areas of Concern							
Expectation 1.2 : <i>Individuals are able to maneuver through hallways, doorways, and common areas without assistive devices. Supports are available to individuals who require them.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							
Settings- Areas of Concern							
Expectation 1.3 : <i>Programs should allow for flexibility of an individual's day .</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							

Compliance Action Plan

Target Date (Projected date to achieve Action Steps):							
Activities and Community Integration- Areas of Concern							
Expectation 2.1 : <i>Individuals go outside the facility while receiving services.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							

Compliance Action Plan

Activities and Community Integration- Areas of Concern							
Expectation 2.2 : <i>Individuals have opportunities to discover and learn to access</i>							
<i>new community resources.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							
Activities and Community Integration- Areas of Concern							
Expectation 2.3 : <i>Individuals have access to the community as part of the program's scheduled events.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							

Compliance Action Plan

Target Date (Projected date to achieve Action Steps):							
Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.1 : <i>Individuals have opportunities to make choices relating to all aspects of services received in the program free from coercion.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							

Compliance Action Plan

Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.2 : <i>Information is available to individuals on how to file an anonymous complaint. Telephone numbers for appropriate regulating bodies and information for reporting Abuse, Neglect, and Exploitation are posted in a common area of the facility.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							
Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.3 : <i>Staff treat individuals in a dignified manner.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							

Compliance Action Plan

Target Date (Projected date to achieve Action Steps):							
Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.4 : <i>Individual choices are accounted for and honored unless the individual's safety would be jeopardized and in accordance with the person-centered plan.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							

Compliance Action Plan

Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.5: <i>Individuals and/or their representatives are active participants in the service planning process. Planning meetings occur at times convenient to the individual/representative.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							
Target Date (Projected date to achieve Action Steps):							
Choice, Dignity, & Respect- Areas of Concern							
Expectation 3.6: <i>The individual's right to dignity and privacy is protected and respected.</i>							
Specific Issue:							
Action Step(s) To Meet Expectations:							
<i>(type in the box to the right)</i>							

Compliance Action Plan

Target Date (Projected date to achieve Action Steps):	