

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Department of Human Services



<b>Administration or Office:</b> Mental Retardation and Developmental Disabilities Administration	<b>Policy Number: MRDDA 11.2</b>
<b>Responsible Program or Office: Deputy Administrator for Program Integrity</b>	<b>Number of Pages: Two (2)</b>
<b>Date of Approval by the Director:</b>	<b>Number of Attachments:</b>
<b>Effective Date:</b> 10/10/06	<b>Expiration Date, if Any:</b>
<b>Supercedes Policy Dated:</b>	
<b>Cross References and Related Policies:</b>	
<b>Subject:</b> <b>MRDDA Quality Enhancement Policy</b>	

**1. PURPOSE**

The purpose of this policy is to establish the standards and protocols that govern the establishment of the Quality Enhancement System within the Mental Retardation and Development Disabilities Administration (MRDDA).

**2. APPLICABILITY**

This policy applies to all employees of the Mental Retardation and Developmental Disabilities Administration (DHS/ MRDDA), all providers/vendors, volunteers, government agencies that provide services and supports to all individuals with mental retardation and developmental disabilities through funding, contract or provider/vendor agreement with the District of Columbia.

**3. AUTHORITY**

The authority for this policy is vested in the functions of the Department of Human Services, as set forth in sections III (U) and III (V) of Reorganization Plan #3 effective January, 1987; established in the Mentally Retarded Citizens Constitutional Rights and Dignity Act of 1978; the District of Columbia Mental Health Information Act of 1978 (D.C. Official Code, §7-1301.01).

4. **POLICY**

Quality Enhancement System – the method by which the agency analyzes, reviews, tracks and trends MRDDA data, engages in continuous quality improvement, provides technical assistance, with the goal of assuring the health, safety, and protection from harm of all individuals receiving services as part of the MRDDA service delivery system, while at the same time promoting a positive outcome for all individuals with mental retardation and developmental disabilities.

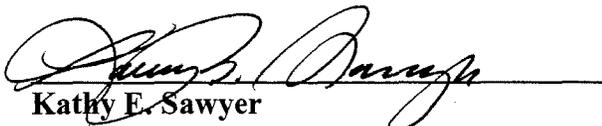
5. **RESPONSIBILITY**

The responsibility for this policy is vested in the Administrator of MRDDA, and the implementation for this policy is the responsibility of the Deputy Administrator for Program Integrity.

6. **STANDARDS**

In order to ensure compliance with this policy, below are the Quality Enhancement standards that MRDDA has adopted:

1. Establish the Quality Enhancement Division within MRDDA;
2. Review MRDDA's service delivery system, identify areas in need of improvement, and engage in continuous quality improvement through data analysis and trending/tracking of different data streams in MRDDA;
3. Provide technical assistance around basic assurances, licensure and certification of other compliance issues, and ensure the essential elements of ongoing quality improvement and management; and
4. Ensure that the standards as set forth in MRDDA's policies will contain the core guidelines for monitoring and oversight activities of the Quality Enhancement Division, as it becomes an integral component of the Bureau of Program Integrity.

  
Kathy E. Sawyer  
Interim Administrator

10/10/06  
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Date