

# Great Achievements Come One Step at a Time

A Snapshot of the Process to  
Achieve Hospital Accreditation



## 1 Learn more about working with us

To get started, simply go to [www.jointcommission.org](http://www.jointcommission.org) and visit Hospital Accreditation.

- Request a free trial of our online standards manual
- Sign up for our web page alerts

## 2 Review the requirements

Review the requirements that your organization will need to meet for accreditation. Also, familiarize yourself with The Joint Commission's tracer survey process and SAFER™ scoring methodology. Contact us to walk you through an orientation.

## 3 Assess your readiness

Once you know what requirements apply to you, you'll need to determine where you are already meeting the requirements, and where policies or procedures will need to change. If you need any help interpreting the standards or what to do to meet them, visit our standards interpretation page on our website at [https://www.jointcommission.org/standards\\_information/jcfaq.aspx](https://www.jointcommission.org/standards_information/jcfaq.aspx) to view FAQs or submit a question.

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For more information on Joint Commission Hospital Accreditation, please call (630) 792-5172 or email us at [qualityhospitals@jointcommission.org](mailto:qualityhospitals@jointcommission.org).



#### **4 Apply for accreditation**

When you are ready to apply, please contact us at (630) 792-5172. Then, complete your application and submit your \$1700 deposit. You will be able to indicate on the application a realistic “ready” date within the next 12 months for your on-site survey.

#### **5 Prepare for your on-site survey**

Plan how you want to describe your program in the opening conference, decide who will accompany the surveyor and ensure you have at least 4 months of data on your measures.

#### **6 Address any identified gap areas**

Establish a timeline to implement any improvements so that you are in compliance with all the standards by the time of your on-site survey.

#### **7 Participate in your first Joint Commission survey**

On your scheduled date(s), you’ll meet your trained and qualified Joint Commission surveyor and undergo our comprehensive on-site survey. Your preliminary “Summary of Survey Findings Report” will be made available to you at the close of the survey.

#### **8 Complete any post survey follow up activities**

- Address your organization’s requirements for improvement
- Complete and submit your Evidence of Standards Compliance within 60 days.

#### **9 Celebrate/publicize your accomplishment**

When you’ve attained “The Gold Seal of Approval®” – let the world know! Visit our website for tips and artwork to use. Your organization will be listed on our searchable site Quality Check® as accredited by The Joint Commission.

#### **10 Maintain survey readiness**

Maintain your compliance with Joint Commission requirements to make your next survey in 3 years go even smoother. Stay up to date on any standards that may be revised or added via your Joint Commission Connect extranet site.

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**For educational offerings such as conferences, publications and other tools to help your team prepare, please visit [www.jcrinc.com](http://www.jcrinc.com)**

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