ARETE's 4 Step Process to Accreditation-

1. Mock Desktop Review Analysis

ARETE conducts the Mock Desktop Review and Mock Validation Review – as if we were URAC on steroids

This is what we do:

Conduct the Desktop Review:
ARETE consultants conduct a thorough assessment and score of all documentation requirements outlined under:

1. *Demonstrating Compliance- Desktop Review; AND*
2. *The Interpretive Information*

****URAC now expects organizations to **not only meet** the requirements under Desktop Review but also address the interpretive information requirements.*

Conduct the Mock Validation Review:

File Audits:
·File Audits (HR/Training/Licensing
·Program Case Files (e.g., UM, CM, Patient Files).
·Assessment of all validation review documentation requirements.
·Meet with staff and management, as needed.

Mock Desktop and Validation Review /Gap Analysis Report
·The report includes detailed findings and recommendations for EXACTLY what is needed to meet the intent of the standard/elements to include recommendations for best practice.
·File review findings and recommendations .
·Identify areas of HIGH RISK.
·Provide an overall accreditation score (%/ and number of Mandatory Standards Not Met.

2. Desktop Review Preparation

Policies- Processes-Development Evidence Preparation- AccreditNet Upload

We work with you:
To ensure all
gaps are closed and that all standards/elements are addressed and cited in the appropriate evidence format to upload into AccreditNet.

This is how it works:
ARETE provides:
·If needed, ARETE's professional policy templates /forms cited with the relevant standards and ready for customization.

Your consultant(s) meets with you and your staff to provide:

·Coaching
·Policy and process development guidance.
·Direction and examples of how to meet evidence requirements.
·Provide guidance for proper documentation preparation- Citations and acceptable document types.

You are permitted to submit your revised documents through our portal two times. Each time your consultant will review the evidence to determine if it meets the intent of the standard and provide additional feedback, as needed This is what URAC calls the request for information .

3. Validation Review Preparation

Mock Validation Review and Validation Review Preparation Activities

This is how it works:
ARETE conducts a Mock Validation review approximately **12 weeks prior** to the URAC onsite and again 2 weeks prior to the onsite.

ARETE provides :
·Mock Validation Review Agenda
·Documentation Preparation List
·File Review Guidelines

Mock Validation Review:
ARETE conducts the Validation Review as if we were URAC, but with the benefit of coaching.

The Validation Review is conducted in one (1) day with two (2) consultants or two (2) days with one (1) consultant.
·Documentation Prep
·Mock Validation Review
·Training for all aspects of the onsite.
·Staff interview coaching
·Documentation Preparation and Organization.

This process is meant to be non-intimidating manner & provide coaching simultaneously.

4. Validation Review (onsite or virtual)

Walking the Talk

We have prepped you for this day!

Your team is ready to present files, documentation and participate in the interview process.

You have done all of the hard work, now its time to show URAC how great you are!

Your ARETE team will be available to provide support during the Validation Review by phone, text or email.

We expect the day will end with nothing less that a recommendation for a FULL ACCREDITATION.

The final determination is made by URAC's Accreditation Committee. This typically takes 2-4 weeks.

– 10 years – 100% Success Rate!
– We trust our process and so can you ~