

How to Satisfy the Self Study of Core Rules Requirement

Here is what to do once you have found the Self Study on the DMH website:

- Make sure to scroll across the tabs at the bottom of the page to open all sections.
- There are instructions found at the top of the Client Rights and the Confidentiality sections.
- You print it out and in the column labeled, "A. Self Study Evidence (To be completed by Provider)", fill in the location of your agency information, such as a page number in your Policy and Procedure Manual, Personnel Manual, or other agency materials.
- If you do not have documentation addressing the item you can use the "Standard" column to locate a reference for generation of the necessary material.
- Submit the completed Self Study checksheets indicating the location of the items along with your agency's materials addressing the Core Rules.