

THE GOALS OF CEMAP®

To ensure that MIHOW services maintain the highest quality and consistency, yet are easily replicated, CEMAP® will:

- ▶ provide a blueprint for excellent services to families,
- ▶ identify and honor exemplary and inspiring MIHOW programs,
- ▶ support professional development of MIHOW workers and sponsoring agencies,
- ▶ nurture each site's ability to work effectively and creatively in the community,
- ▶ nurture a culture of accomplishment among MIHOW workers and their sponsoring agencies, and
- ▶ protect and further MIHOW's reputation as a high quality family support program.



CEMAP® is a team effort.

STEPS TO ACCREDITATION

CEMAP® will unfold over three to five years. Old sites – those joining the network prior to 2001 – will have three years to complete the accreditation process. New sites will have five years. **Each site will progress at its own pace. It is not a race to the finish line!**

Step 1: Letter of Commitment

By April 2003, each site will submit to the Vanderbilt University Center for Health Services (CHS) a Letter of Commitment from the sponsoring agency's Executive Director and Board Chair. This letter will acknowledge the agency's commitment to work toward the MIHOW Standards of Practice and describe any steps already taken toward achieving the standards.

Step 2: Action Plan and Timeline

The MIHOW Regional Consultants will help each site develop an action plan and timeline for achieving the standards. **Because every site has different strengths and challenges, some standards will be easy to achieve, while others will take more time, creativity, and effort.**

Sites will get plenty of training, technical assistance, and encouragement along the way. In addition, useful and motivational materials and networking opportunities will be available to help sites learn from each other.

Step 3: Self-Appraisal

A self-appraisal tool will help each site determine when it has met all the standards.

The site will submit the self-appraisal with a brief narrative description of how each standard has been met. The VU staff will then conduct an in-depth phone interview with agency staff to determine the site's readiness for an on-site review.

Site 4: On-Site Review

A review team consisting of a site leader from outside the applicant state, an outreach worker, and a CHS staff member will visit the site to determine its eligibility as an accredited MIHOW program. At the conclusion of the visit, the review team will hold an exit interview to highlight the site's strengths and areas needing improvement.

Determination of Eligibility

The review team will report its recommendation to the CEMAP® Review Board, a multi-disciplinary, multi-state group of five MIHOW representatives. The CEMAP® Review Board will determine if the site has met the standards.

Accreditation

The Vanderbilt University Center for Health Services will arrange a ceremony within the site's community to bestow the official accreditation. The site will receive a public relations packet, commemorative artwork to display in the agency's lobby, and authorization to use all registered MIHOW materials.

The great leaders are like the best conductors — they reach beyond the notes to reach the magic in the players.

▲ Blaine Lee

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FREQUENTLY ASKED QUESTIONS

What can we do now?

Gather everyone involved with the MIHOW program at your site for a CEMAP® discussion. Include your agency's director and board members, as well as MIHOW staff. Introduce the goals and steps of the accreditation process and encourage questions.

Identify your program's strengths and recognize the progress you have already made. Once everyone's fears are relieved that the standards are achievable, you're ready to begin the Letter of Commitment. Congratulations on taking the first step!

Who can we turn to if we have questions?

Your MIHOW Regional Consultant is ready to help. CHS staff also can provide assistance. And don't hesitate to turn to your big sister site or other more experienced sites for advice. **Remember, this is not a competition. We're all in this together.**

This sounds like a lot of work – will we be able to do it?

With the help of your staff and guidance from the Regional Consultants, all sites committed to excellence will be able to achieve the standards. **You will receive help along the way to make accreditation a reality.** You have no need to worry.

What happens if we're not accredited?

In the unlikely event a site is unwilling or unable to complete the accreditation process in three to five years, the site will no longer be able to use the MIHOW name.



~ Since 1982 ~

OVERVIEW

What is CEMAP®?

Over its 20 year history, the Maternal Infant Health Outreach Worker (MIHOW) Program has earned a reputation as an effective and innovative leader in the home visiting field. Our success has led to steady growth throughout the South. **To make sure that this expansion translates into high quality services throughout the South, Vanderbilt University (VU) is launching the Commitment to Excellence MIHOW Accreditation Program (CEMAP®).**

Using the MIHOW Standards of Practice for Sponsoring Agencies as the basis of CEMAP®, the Center for Health Services (CHS) will review and recognize sites as they achieve the standards. **This is not a competition – CEMAP® is a process to help improve your program, your services, your sustainability, and your standing in the community.**

This process will be a learning experience for all of us – a team effort that we can take great pride in. As we work together toward accreditation, keep in mind four principles that are at the heart of the CEMAP® process. CEMAP® will:

- ▶ have high expectations, yet be fair, consistent, and achievable,
- ▶ be nurtured with ongoing training, technical assistance, constructive feedback, and networking with other sites,
- ▶ involve the outreach workers and site leaders at every step, and
- ▶ have high visibility, both locally and nationally.

Read on to find out what you need to do to participate in CEMAP®.

A great program
inspires.

A great program
leads.