

GREEN APPLE ACCREDITATION OF CHILDREN'S SERVICES ACCREDITATION APPLICATION

Please review the GAACS Accreditation Step by Step Process carefully. It is important to note that each step in the process must be completed before accreditation may be granted.

ACCREDITATION STEP BY STEP PROCESS

Step 1: Are you a member of GAACS? If yes then continue to Step 2. If not then join GAACS.

Step 2: Complete Accreditation Application and submit with the nonrefundable application fee.

Step 3: Download the Accreditation Manual and Self Study Guide from My GAACS Account.

Step 4: Upon receipt of manuals, complete the Self Study Guide and submit to GAACS through the My GAACS Account along with all required documentation.

Step 5: GAACS Office will review your Self Study Guide and documentation within 2 weeks from the date of receipt of all required documentation. (*Time frame may be extended if documents not received*).

Step 6: When notified in writing that your application has been accepted (Candidate Status) then the school is eligible to schedule a site visit inspection.

Step 7: Complete the Request for Site Visit Inspection and submit it to the GAACS Office along with the nonrefundable fee.

Step 8: GAACS Office will verify the date and time of inspection in writing. Host the site visit inspection as scheduled.

Step 9: The GAACS Site Visit Inspection team will make a recommendation for approval, denial, or delay of accreditation based on the site visit inspection. GAACS Office will review the inspection report, recommendation, and all documents submitted through the Self Study process and make the final decision. GAACS Office will notify you in writing should you be granted or denied accreditation.

Step 10: Upon written notification of accreditation and receipt of an accreditation certificate then you may advertise as a GAACS Accredited School. Display your accreditation certificate in a conspicuous place.

Step 11: Should your program be denied accreditation status then you may appeal the decision in writing within 30 days from the date of notification. Your letter must show how you met the requirements during the application process. Failure to appeal the denial in writing within 30 days constitutes forfeit of right to appeal. Unless otherwise stated, you are welcome to reapply when able to meet the standards.

**Note: Your application for accreditation is valid for twelve months.
The Accreditation Application fee is nonrefundable and nontransferable.**

I have read, understand, and agree to comply with the GAACS Accreditation Step by Step Process.

Signature

Print Name

Date

* If you are unable to adhere to the GAACS Accreditation Step by Step Process for any reason then do not proceed.

**GREEN APPLE ACCREDITATION OF CHILDREN'S SERVICES
ACCREDITATION APPLICATION**

This form has been enabled a fillable application. You may complete the form by typing your responses on the page. Save the completed application to your computer. Then email the completed application to: info@gaacs.org and keep a copy for your records.

INSTITUTION BACKGROUND

Institution _____

Physical Location _____

Mailing Address _____

Phone _____ Other Phone _____ Fax _____ Email _____

Website _____

Administrator 1 _____

Administrator 2 _____

Behavioral Health Care Type*:

Residential Treatment Center

Substance Abuse Program

Other

Status*:

First Time Applicant

Renewing application

Years in operation*:

Less than 1 year

1 to 3 years

3 to 5 years

5 or more years

RESOLUTIONS

Be it resolved that we, the governing body of this program do hereby declare that we have answered the above statements honestly and in complete accordance with the basis, principles, and policies that govern this school and that a motion to this effect is recorded in the official minutes of the organization. We indemnify and hold harmless GAACS, its representatives, successors, and its members both now and forever. Furthermore, I certify that I have the authority to complete this application on behalf of the school.

Printed Name of Person Completing Application

Signature

Date

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GAACS Accreditation & Publication Fees

Behavioral Health Care Initial Application	\$1000.00
Annual Report	\$2580.00
Onsite Survey	\$3398.00
Travel Expenses (Lodging, Meals per day)	Varies

Note: Submit the nonrefundable Accreditation Application and Manual fees along with this application. Applications will NOT be processed until payment is received. All fees are nonrefundable and nontransferable.

Payment Method (Choose one).

- Check attached made payable to GAACS or Green Apple Accreditation of Children's Services
- Charge Credit Card
- DISCOVER MC AMEX VISA

Name as it appears on card

Street Address

City, State, Zip Code

CC Number

Code

Exp. Date

Signature

Printed Name

Date of Application

Total fees