

Attachment B
Key Indicators of Compliance with
New York State
Centers for Independent Living Standards

Name of Reviewer: _____

Date of Review: _____

Name of CIL: _____

Standard 1 - Consumer Control:

Key Performance Indicators:

A. Governing Board

1. Verification of consumer control:

(i) No. of persons on governing board. _____

(ii) No. of governing board members with disabilities.

*(iii) No. of different disabilities represented based upon five broad categories including: cognitive, physical, mental sensory and multiple. _____

*(iv) No. of members from minority groups on the governing board. _____

(v) The CIL has a process for nominating and selecting board members.

_____ Yes _____ No

*(vi) The nomination and election processes used allows for participation by consumers of the CIL's services.

_____ Yes _____ No

VERIFICATION SOURCE:

REVIEWER COMMENTS:

2. The board is the principal policy making body:

(i) Bylaws or other documents or practices of the CIL ensure that policy decisions are vested with the governing board?

_____ **Yes** _____ **No**

If decision or veto authority rests in a body other than the governing board, please describe.

(ii) Does the CIL bylaws specify board member roles and responsibilities?

_____ **Yes** _____ **No**

(iii) The governing board is the principal governing body of the CIL.

_____ **Yes** _____ **No**

VERIFICATION SOURCE:

REVIEWER COMMENTS:

Standard 2 - Equal Access:

A. CIL advocates for and conducts activities that promote equal access to all services, programs, activities, resources, and facilities in society whether public or private, and regardless of funding source, for individuals with disabilities. Equal access, for purposes of this paragraph means that the same access provided to individuals without disabilities is provided in the CIL's service area to individuals with disabilities.

_____ Yes _____ No

B. CIL makes available in alternative format, including braille, large print, cassette tape, electronic disk, etc. upon request, all of its written policies and materials and IL services.

_____ Yes _____ No

C. The CIL is totally physically accessible for persons with mobility disabilities.

_____ Yes _____ No

D. There are TDD/TTY's and/or other available means, either by the CIL itself or through contract, of communication to ensure access at the CIL for persons with hearing disabilities.

_____ Yes _____ No

E. The CIL is accessible to persons with disabilities requiring alternative means of ensuring ways of access to CIL services.

_____ Yes _____ No

F. State type of reasonable accommodation for individuals represented above.

G. Interpreters are available at the CIL upon request.

_____ Yes _____ No

H. Reader assistance is made available at the CIL upon request.

_____ Yes _____ No

I. A sampling of public relations materials reviewed emphasizes

attention to equal access to society for all individuals with disabilities.

_____ Yes _____ No

VERIFICATION SOURCE:

REVIEWERS COMMENTS:

Standard 3 - Consumer Service Record:

The CIL maintains the following information in each Consumer Service Record:

A. Annually updated educational and employment status data from intake/consumer profile forms.

_____ Yes _____ No

B. Consumer signed and dated notification of rights and responsibilities as a consumer of the CIL.

_____ Yes _____ No

C. Includes acknowledgement of consumer right to confidentiality. Rights and responsibilities document.

_____ Yes _____ No

D. Rights and responsibility document acknowledges and describes an internal CIL grievance process.

_____ Yes _____ No

E. Rights and responsibility document acknowledges the availability of ACCES-VR with a contact address and phone number for addressing consumer complaints about CIL services.

_____ Yes _____ No

F. There is a record of specific services provided including:

1. Specific services received

_____ Yes _____ No

2. Dates of service contact

_____ Yes _____ no

Referrals made on behalf of consumers (either written or other formal referrals).

VERIFICATION SOURCE:

REVIEWERS COMMENTS:

Standard 4 - Community Options and Community Capacity:

In the reporting year, the CIL promoted the increased availability and improved quality of community based programs that serve individuals with disabilities and promoted the removal of any existing architectural, attitudinal, communication, environmental or other type of barrier that prevents the full integration of people with disabilities into society. During the reporting year, the CIL performed at least one activity in each of the following categories: (please specify verification source document or activity).

(a) Community Advocacy. ACCES-VR approved year end report.

Document/Activity:

(b) Technical Assistance to the Community on making services, programs, activities, resources, and facilities in society accessible to individuals with disabilities.

Document/Activity:

(c) Public Information and Education. ACCES-VR approved year end report.

Document/Activity:

(d) Outreach to populations of individuals with disabilities that are unserved or underserved in the CIL's outreach plan.

Document/Activity:

VERIFICATION SOURCE:

REVIEWERS COMMENTS:

Standard 5 - Resource Development:

The CIL during the reporting year conducted resource development activities to obtain funding from sources other than New York State Independent Living Aid to Localities funding.

VERIFICATION SOURCE INCLUDES:

A. End of Year CIL Annual Performance Report.

_____ Yes _____ No

B. Annual Certified Financial Statement.

_____ Yes _____ No

REVIEWER COMMENTS: