

Policy Statement

Application for FARR Certification is voluntary. FARR transparently measures and reports on provider compliance with the NARR Standard and the FARR Code of Ethics. Prior to making application to FARR for certification, applicant organizations should expect FARR certification staff to be:

- respectful, helpful and consultative to applicant organization personnel
- responsible for maintenance of FARR Certification integrity
- consistent and uniform in their evaluation of provider compliance to the NARR Standard
- transparent in reporting certification stage and status through appropriate channels
- absent from participation in industry rumor-mongering and/or gossip

All documentation submitted by applicants for certification is held by FARR in confidence and accessed by FARR Certification, Training & Grievance Staff for the sole purpose of determining the applicant organization's initial and continuing compliance with the NARR Standard and the FARR Code of Ethics. The information contained in an organization's documentation is not made available to external parties unless FARR is compelled to release that documentation under law.

Limited and non-invasive information regarding Applicant Profile is automatically and uniformly made available to the public on several locations of the FARR Website for the purposes of identification and confirmation of application and certification status. Persons who seek recovery-oriented housing may search this database utilizing filters such as population(s) and genders served support level, weekly/monthly rent, move in expense, recovery path, etc. Only certified residences in good standing are visible to the general public.

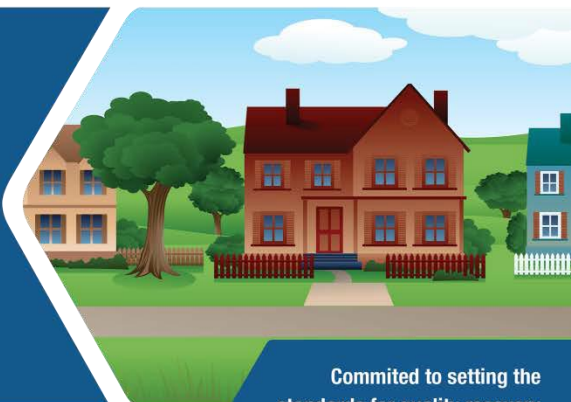
A change of certification status to "*Suspended*" and/or "*Revoked*" immediately and automatically removes that residence from public facing listing on the FARR website. However, access to this information is available to all applicants, certified residences and affiliates through the FARR portal under "*Applicant Stages & Statuses*".

For the protection of residents (consumers), FARR publishes only the city, town or village as a location identifier for all applicant and certified residence locations and **does not publish** the street address. ***Please be mindful that your corporate address will be listed in your company profile and will be visible to the public. As this is an automated process, applicants should be aware of this policy when completing the online application.***

In instances where the applicant organization operates multiple support levels, gender specific locations and/or multiple recovery paths specific to locations, FARR provides multiple listings revealing only the city, town or village as a location identifier.

Florida Association
of Recovery Residences

Confidentiality



Committed to setting the
standards for quality recovery
residences in Florida

<http://farronline.org>

Stage 1 : Application

Under Review: New Application has been received and is being reviewed by Certification Administrator for completion. (CA)

Complete: (CA) has deemed application is complete and has assigned a FARR Inspector

Incomplete: Application has been reviewed by (CA) and is incomplete. The applicant will be contacted by (CA) for missing information prior to assigning inspector.

Stage 2 : Fees

Unpaid: Application and inspection fees are outstanding or has not been received

Collected: Paid in full

Unpaid—Invoice Sent: Application and inspection fees are outstanding and the (CA) has sent notification to applicant

Incorrect Amount—Invoice Sent: A portion of the payment is outstanding and an invoice has been sent to applicant

Stage 3 : Verification

Waiting on P&P docs: None of the required documentation has been provided by the applicant

Under Review: Documentation have been received and is currently being reviewed by Inspector and/or (CA)

Missing P&P Docs: Either documents are missing or Inspector/CA has made a recommended change to current documented applicant policy, procedure, or protocol

Complete: All required documents have been received, reviewed, and approved

Stage 4 : Inspection

Not Inspected: Applicant has not completed initial stages and is not ready to be inspected

Ready for Inspection: All documentation has been submitted by applicant, reviewed and approved by inspector. Inspector is coordinating date of inspection applicant

Inspection Scheduled: Inspection has been scheduled

Pended: Inspection is complete but there is a corrective action plan

Denied: Applicant failed inspection

Re-Inspection Required: Multiple and/or major items for correction. A re-inspection is required.

Approved: Initial inspection has been approved and/or pended items have been cleared.

Stage 5 : Certification

In progress: Has not completed previous stage but is an active applicant

Under Executive Committee Review: Has completed all previous stages. Final review is being conducted by Executive Committee

Approved: Completed Certification and is in good standing

Denied: Did not pass Certification process

Withdrawn by Applicant: Applicant has decided not to move forward with the certification process

Withdrawn by FARR: Application has be withdrawn by FARR due to lack of communication or action from applicant

Suspended: Member is Certified but is under review for standard/ethic/compliance violation

Revoked: Member completed certification but has had infractions which has caused FARR to revoke their certification

Organization has closed: Program has gone out of business