



## New application

The accreditation process can take 3-5 months from your eligibility check to our final report.

### A few factors impact how long an assessment takes:

- level of accreditation required
- number and type of services that require accreditation
- size and complexity of your organisation
- organisation's knowledge of the Social Service Accreditation Standards.

## Review assessments












We regularly assess your organisation to see if you are still meeting the Social Service Accreditation Standards.

### A few factors impact on the frequency of reviews:

- outcome of the previous assessment
- issues raised between assessments
- addition of services that need higher level of accreditation.

# A typical journey with Te Kāhui Kāhu

This journey map presents the steps involved in accreditation.

Steps	Process
 <b>STEP 01</b> Check eligibility	You can check that your organisation is eligible on our website.
 <b>STEP 02</b> Online account and access created	Once we have confirmed that you are eligible, we will create your account and grant you access to Te Kāhui Kāhu Online
 <b>STEP 03</b> Apply online and send in documents	You complete your online application and send it to us, with supporting information.
 <b>STEP 04</b> Assessor assigned	An assessor is assigned to review your application.
 <b>STEP 05</b> Desk-based review	The assessor completes a desk-based review of your application and the information you have provided with it.
 <b>STEP 06</b> Assessor books a visit	If we need to visit your organisation (a requirement for levels 1-3), the assessor will agree a date with you.
 <b>STEP 07</b> Visit is completed	The assessor visits you to view your property, information and talk with you.
 <b>STEP 08</b> Assessment report is drafted	The assessor drafts an assessment report that includes a summary, findings, reviewed evidence, any action needed (if applicable).
 <b>STEP 09</b> Report is checked and approved	A senior assessor checks the report and it is approved by a manager.
 <b>STEP 10</b> Report is shared	We share the report with you and the government agency/agencies that are funding the services your organisation delivers. The date of your next assessment is included in the report.
 <b>STEP 11</b> Next assessment	We send an email to remind you about the date for your next assessment.

# Accreditation levels

There are different levels of accreditation. The level we assign to your organisation depends on the services you are funded or contracted to provide. Below are some examples.

Accreditation level	Definition	Review frequency	Example
Level 1 Oranga Tamariki only	High risk care and support	Up to 2 years	Children in care
Level 2	Medium-high risk, non-care support	Up to 2 years	Community reintegration, domestic and family violence services
Level 3	Medium-low risk, non-residential support or early intervention	Up to 2 years	Housing services and youth development programmes
Level 4	Low risk	Up to 2 years	Budget advice and employment assistance



## Te Kāhui Kāhu

### Contact Us

 [www.tekahuikahu.govt.nz](http://www.tekahuikahu.govt.nz)

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