

<p style="text-align: center;">Texas WIC Health and Human Services Commission</p>
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Effective September 1, 2021

Policy No. QA:03.0

Accelerated Monitoring Review

Purpose

To assist a Local Agency (LA) to gain compliance with federal, state and local regulations, policies and procedures.

Authority

7 CFR §246.19

Policy

A Local Agency shall be placed on Accelerated Monitoring Review (AMR) status if the LA has significant findings during a routine monitoring review or does not complete activities in the approved Corrective Action Plan (CAP) by the State Agency (SA) 90-day follow-up.

Definitions

Significant Findings – includes but is not limited to identified trends on previous reports, number of findings, or severity of finding(s).

Probationary Status – trial period during which the State Agency determines whether the contractor is meeting contractual requirements.

Procedures

- I. The SA determines if AMR is the appropriate level of monitoring for the LA.
- II. The SA notifies the LA of its placement on AMR at the time of the routine monitoring final report or 14 business days after the 90-day follow-up of the approved CAP.
 - A. The SA will work with the LA to create a plan for compliance.

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1. An AMR review shall be conducted 3 months after a LA is placed on AMR.
 2. Criteria that the SA found out of compliance during the routine monitoring review shall be assessed during the AMR review. The SA shall assess other criteria as necessary.
- III. The SA will send the LA a Notification Letter for the completed AMR within 14 business days.
- A. The LA is placed on their original routine review cycle if they are in compliance with reviewed criteria.
 - B. If the SA determines the LA is still out of compliance:
 1. The SA will notify the LA that they will be placed on a 3-month Probationary Status.
 2. The SA will work with the LA to mitigate areas of noncompliance.
 3. If the SA determines that the LA has not come into satisfactory compliance, the LA shall be notified within 30 business days of the SA's decision of next steps. Steps may include, but are not limited to:
 - a) Additional SA monitoring
 - b) Contract termination