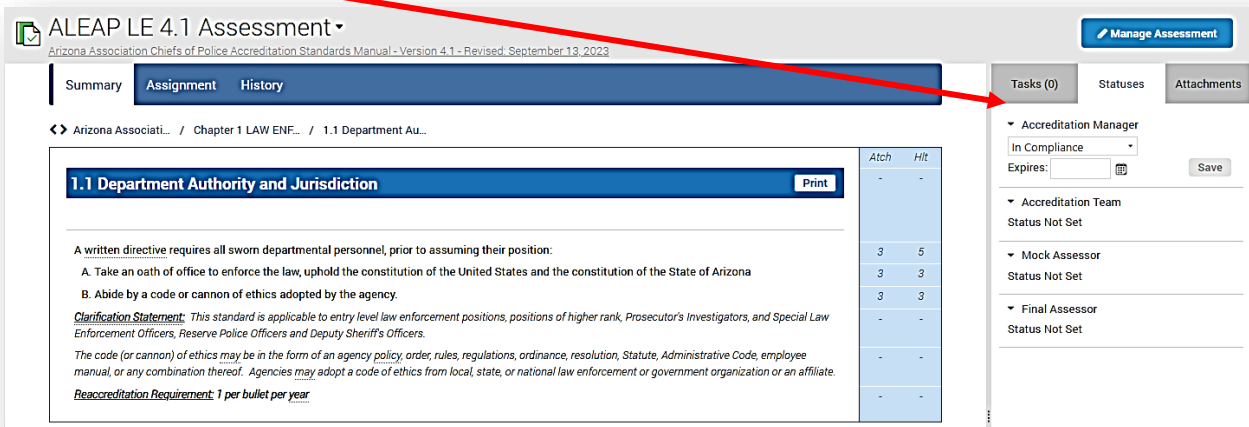


Setting Statuses and Utilizing the PowerDMS Assessment Progress Reports

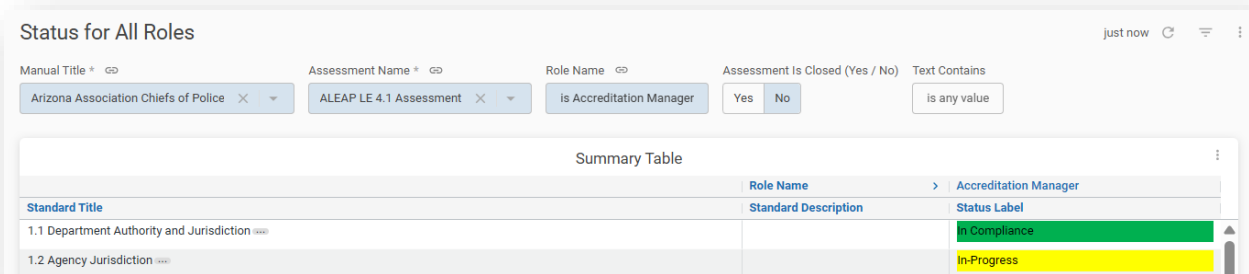
Q: Are the assessment progress reports on the PowerDMS home page accurate?

A: During an agency's self-assessment, yes. During reaccreditation, NO. Here's why:

PowerDMS only provides **one license** to store **four years' worth of documentation**. This means you can only set **one status for the entire cycle**.



This works well during the self-assessment phase when only one written directive and a single proof of compliance are required.



However, how will that look for a compilation of four years' worth of documents?

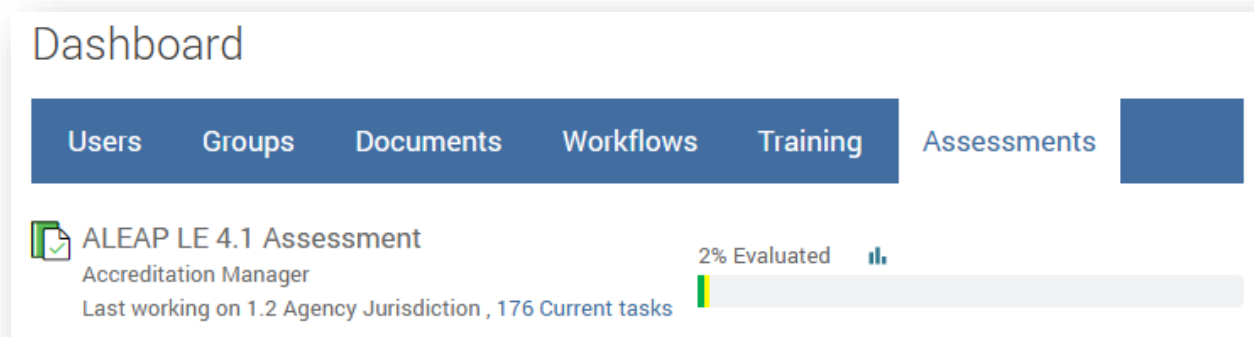
Year 1: You've almost finished all your assessments, but there are a few left incomplete. Despite this, you're moved into Year 2, and everything is reset—every status is cleared, leaving no record of what still needs to be done.

Year 2: Now that you're in Year 2, you begin updating the statuses again. However, because all previous statuses were reset, you can't remember which assessments were incomplete from Year 1. There's no way to tell which ones still need attention.

Year 3: You hit Year 3 and are forced to do another bulk reset of the statuses. The catch? You can only change the status once, since you only have one license. Now you need to somehow remember which standards from Year 1 and Year 2 still require action—an almost impossible task with no tracking system in place.

Year 4: By the time Year 4 rolls around, you've reset the statuses one final time. Hopefully, you haven't had any changes in accreditation managers or manual updates over the years—because if you have, good luck remembering which standards need attention, if any. The whole process is a chaotic cycle with no clear way to track progress or manage outstanding tasks.

So, **PLEASE BE AWARE:** This dashboard on your home page **ONLY** reflects the status of each assessment for **ONE YEAR** – not all four years.



Q: Will PowerDMS provide each agency with 4 licenses, one for each year? After all, the total amount of storage used is the same whether it's one license or four.

A: *We've asked multiple times, and the response is the same, if the agency wants to pay for more licenses they can, but they will not grant us 4 licenses for reaccreditation periods without extra cost.*

Q: How does ALEAP recommend tracking annual progress during reaccreditation?

A: Here are some of the methods agencies use to track progress:

- Whiteboards, notebooks, laminated tracking sheets
- Excel or other Microsoft software
- SmartSheet (fully interactive)