



Dear Colleague:

As part of COA's on-going efforts to decrease costs, increase efficiencies and maintain a healthy environment, we initiated a pilot project last year that enables the electronic transmission of all documents. I am delighted to announce that the project has been so successful that we have decided to make it a requirement for all COA accreditation related documents.

Accordingly, effective **June 2010**, you will be asked to submit your Maintenance of Accreditation (MOA) Report electronically. To access a PDF copy of the new electronic format, please click on: <http://www.coanet.org/front3/page.cfm?sect=18>

As our organizations have been reporting such successful quality improvement initiatives in their MOA Reports, we are now making this a requirement for each of the three (3) years in a four-year accreditation cycle.

Please remember that your feedback is always welcomed and vital in improving our processes. In that regard, if you have any questions, please contact Julie Fulmer, Director of Quality Services Management, by email at jfulmer@coanet.org.

Thank you for your continuing support of COA accreditation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Klarberg'. The signature is fluid and cursive, with the first name 'Richard' being more prominent than the last name 'Klarberg'.

Richard Klarberg