



DDSD Policy Development & Implementation Process

Advisory Council on Quality- Policy & Quality Subcommittee Overview

DDSD has established a framework to ensure internal policies are clear, consistent, transparent, and aligned with our mission and operations. The policy:

- Defines what constitutes an internal DDSD policy and clarifies when a policy is needed versus procedures or unit-level guidance.
- Establishes a standard, division-wide lifecycle for policies, including:
 - Development
 - Review
 - Approval
 - Maintenance
 - Rescission

A consistent policy development process strengthens DDSD operations by reducing confusion, minimizing conflicting guidance, and clarifying how policies are created, reviewed, and communicated. A clear and transparent system empowers staff to participate meaningfully in policy development. Ultimately, strong internal policies promote equity, consistency, and person-centered practices- enhancing DDSD's capacity to support individuals with IDD and their families.

Feedback on this policy should be submitted by **February 18th, 2026** to:

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