



June 2, 2014

Cheryl A. Roe, MNPL
Skills Inc.
715 30th Street NE
Auburn, WA 98002

Dear Ms. Roe:

It is my pleasure to inform you that Skills Inc. has been accredited by CARF International for a period of three years for the following services:

Affirmative Business Enterprise
Community Employment Services: Employment Supports
Community Employment Services: Job Development
Employment Planning Services
Governance Standards Applied

This accreditation will extend through May 2017. This achievement is an indication of your organization's dedication and commitment to improving the quality of the lives of the persons served. Services, personnel, and documentation clearly indicate an established pattern of practice excellence.

Your organization should take pride in achieving this high level of accreditation. CARF will recognize this accomplishment in its listing of organizations with accreditation, and we encourage you to make this accomplishment known throughout your community. Communication of the accreditation to your referral and funding sources, the media, and local and federal government officials can promote and distinguish your organization. Enclosed are some materials that will help you publicize this achievement.

The survey report is intended to support a continuation of the quality improvement of your services. It contains comments on your organization's strengths as well as suggestions and recommendations. A quality improvement plan (QIP) demonstrating your efforts to implement the survey recommendations must be submitted within the next 90 days to retain accreditation. Guidelines and the form for completing the QIP have been posted on Customer Connect (customerconnect.carf.org), our secure, dedicated website for accredited organizations and organizations seeking accreditation. Please submit the QIP to the attention of the customer service unit identified in the QIP instructions.

Your organization's complimentary accreditation certificate will be sent separately. You may use the enclosed form to order additional certificates.

If you have any questions regarding your organization's accreditation, you are encouraged to seek support from the resource specialist, Julia Vining, at jvining@carf.org or extension 7170.

We encourage your organization to continue fully and productively using the CARF standards as part of your ongoing commitment to accreditation. We commend your commitment and consistent efforts to improve the quality of your services. We look forward to working with your organization in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian J. Boon". The signature is written in a cursive, flowing style.

Brian J. Boon, Ph.D.
President/CEO

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Enclosures