Maryland

DEPARTMENT OF HEALTH
DEVELOPMENTAL DISABILITIES
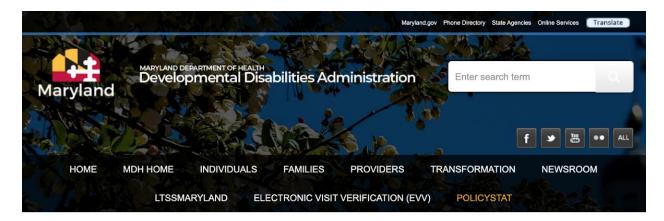ADMINISTRATION

PolicyStat
At a Glance

Purpose

- PolicyStat is an online platform for the DDA to publish and share policies related to DDA's programs, services, and procedures. Participants, families, and providers can view DDA's active policies at any time through the site.

How to Use PolicyStat

- **Searching for Policies**
  - Through the DDA's PolicyStat link posted on the DDA website, anyone can read the DDA's publicly published policies. Click the link to be taken directly to the DDA's PolicyStat index.

  - The link on the DDA's website leads to a filtered search for policies in the following Policy Areas:
    - Administration;
    - DDA Programs;
    - Fiscal Services and Operations;
    - Forensic Services; and
    - State Residential Centers.
    Scroll down to see a list of all policies in the selected policy areas.
  - To limit the list to policies on a specific topic, type keywords into the search bar below the Policy Area filter box, and click the search button. This search looks at the full text of the policy, not just the title.

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- To view the full text of a policy in that list, click on the policy's title in the left-hand column.
- For more information on searching and filtering within PolicyStat, please see PolicyStat's guide here.

- **Bookmark, Print, or Save Policies**
  - To print or save a printer-friendly copy of the policy, click on the "Printer Friendly" button in the blue bar at the top of the policy page. The policy will open in a new tab, where the user can save a copy or print a copy of the policy.

  - For more information on saving and printing policies within PolicyStat, please see PolicyStat's guide here.
  - Please note that the policies in PolicyStat may be updated or revised, so users should always refer to PolicyStat for the most up-to-date policies.
  - Each web browser has a different process for creating a bookmark. Below are a few examples, but you may need to search for the method for your browser.
    - Google Chrome
    - Safari
    - Internet Explorer
    - For more information on saving and bookmarking policies PolicyStat, please see PolicyStat's guide here.

- **PolicyStat Tutorials and User Guides**
  - The PolicyStat team created numerous videos, tutorials, and user guides on the many features of the site. To access the PolicyStat Learning Center click the RLDatix icon at the top right corner of any page within PolicyStat.

  - In the PolicyStat Learning Center you can search for topics or questions using the search bar.

For Additional Information
- PolicyStat Learning Center
- PolicyStat: How do I Search for Policies? (video and transcript)
- PolicyStat: What do the Sections on the Policy Header Mean?

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