

ACCREDITATION PROCEDURE FOR A NEW PROGRAM WITH NO STUDENTS

Programs that have not yet matriculated students and wish to seek Initial Accreditation from CAAHEP prior to matriculating students will submit an Initial Self-Study Report (ISSR), host a 1-day site visit, and respond to the site visit findings. LEAARC will base its recommendation to CAAHEP on review of the accreditation record. The CAAHEP accreditation letter will identify any citations the program must address. Annual Interim Reports will report on progress and provide evidence for any unmet Standards identified in the CAAHEP accreditation letter. The program will submit a Continuing Self-Study Report (CSSR) six months after the first cohort graduates and will receive a two-day Continuing Accreditation site visit one year after the first cohort graduates. A second Continuing Accreditation site visit (one-day) will occur approximately two years after the first cohort graduates, if needed. LEAARC's recommendation on Continuing Accreditation will consider the Interim Reports, CSSR, supporting documentation, and site visits.

Action

1. The program submits a Request for Accreditation Service (with RAS fee) and receives the ISSR.
2. The program submits the ISSR (with ISSR and site visit fees) while implementation of the program is still in process.
3. The program hosts a one-day Initial Accreditation Site Visit to verify that a sufficient infrastructure is in place on which to base a recommendation for Initial Accreditation.
4. LEAARC makes a recommendation on initial accreditation based on the accreditation record, which includes the ISSR and supporting documentation, the site visit findings, and the program's response to the site visit findings.
5. CAAHEP awards initial accreditation. The CAAHEP accreditation letter will identify any citations for Standards the program must still meet.
6. The program matriculates its first class.
7. The program submits five annual Interim Reports to report on progress toward meeting the CAAHEP Standards.
8. The program submits a CSSR (with CSSR and site visit fees) six months after the first cohort graduates that addresses the unmet Standards.
9. The program hosts a two-day Continuing Accreditation Site Visit one year after the first cohort graduates (at about 3 years after Initial Accreditation).
10. The program hosts a one-day Continuing Accreditation Site Visit (at about 4 years after Initial Accreditation), if needed. *[The option to not receive this second Continuing Site Visit is still under review by LEAARC and may change.]*
11. LEAARC bases its recommendation to CAAHEP for Continuing Accreditation on review of the accreditation record, which includes the CSSR and supporting documentation, the site visit findings, the program's response to the site visit findings, and Interim Reports submitted during the comprehensive review.