

## **Criteria for Accreditation Cycle Extension**

In an effort to recognize the on-going pursuit of compliance and self-improvement of cytotechnology education programs, the CPRC has developed criteria for the potential extension of a given program's current accreditation cycle.

This process is akin to similar progressive and innovative policies which exist in ACGME program review and accreditation. As such, it allows each program the opportunity for recognition of interval improvements and progress in outcomes data, documentation, Page | 1 deficiencies, or other previously stated CPRC concerns, etc., and when appropriate, the potential for accreditation cycle extension.

The caveats of the accreditation cycle extension policy and its relationship to the current 3-, 5-, and 7-year accreditation recommendation criteria are as follows:

- Approximately 18 months prior to the deadline for e-SSR receipt (or 6 months prior to the standard 1-year program notification by the CPRC for pending e-SSR submission), the CPRC will formally review the status of each program in conference call format.
- At this time, determination will be made as to whether an accreditation cycle extension is appropriate (criteria detailed below).
- If specific additional information and/or documentation is needed at the time of committee review, a request for such may be made to the program of interest.
- The potential accreditation cycle extensions are limited to 3- to 5-years, 5- to 7-years, and 7- to 10-years only (accreditation extensions of 3- to 7-years or 10 years and 5- to 10-years are not possible).
- If accreditation cycle extension is approved, the respective program will be notified in writing by the CPRC chair.
- No program may achieve an accreditation cycle greater than 10-years (comprehensive review with site visit and accreditation recommendation to CAAHEP required at a maximal 10-year interval per CAAHEP requirements).

### ***Criteria for 3- to 5-year Accreditation Cycle Extension:***

A program currently in a 3-year accreditation cycle, based on the following:

#### **3 year cycle criteria**

- Any one or more of the 3-year average outcomes, since last accreditation review, are below CPRC-established thresholds **and/or** Program has not consistently submitted its

outcomes data, analysis and action plan(s) as a result of outcomes assessment, but has demonstrated good faith effort to resolve issues and has shown improvement;

- Annual reports have consistently had missing data but Program has demonstrated good effort to obtain, analyze and submit data;
- Program has history of progress reports that are on-going, but has demonstrated good faith effort to resolve issue and has shown improvement.

***may be considered for accreditation cycle extension if all 5-year criteria have been met:***

5 year cycle criteria

- All 3-year average outcomes, since last accreditation review, meet the CPRC-established thresholds;
- Annual reports have consistently had missing data, but Program has demonstrated good faith effort to obtain, analyze and submit data;
- Concerns were identified during self-study process, but Program has demonstrated willingness to develop and implement an action plan to resolve issues;
- Program has history of progress reports, but has demonstrated resolution of issues.

***Criteria for 5 - to 7-year Accreditation Cycle Extension:***

A program currently in a 5-year accreditation cycle, based on the above criteria, ***may be considered for accreditation cycle extension if all 7-year criteria have been met:***

7-year cycle criteria

- No deficiencies cited or significant concerns identified;
- Program has consistently submitted its outcomes data, analysis and action plan(s) as result of outcomes assessment;
- All 3-year average outcomes, since last accreditation review, meet the CPRC-established thresholds, or a reasonable rationale (as determined by the CPRC) has been given in the analysis for any outcomes falling below threshold(s);
- Annual reports have been complete, including resources assessments with analysis and action plan(s), and submitted in a timely manner;
- All administrative requirements have been met (i.e. all fees paid, timely notification to CPRC of substantive changes, all reports (self-study report, annual report/surveys, progress reports) filed in a timely manner, etc.).

***Criteria for 7- to 10-year Accreditation Cycle Extension:***

A program currently in a 7-year accreditation cycle, based in the above criteria, ***may be considered for accreditation cycle extension if the following additional criteria have been met:***

- 1) The prior two accreditation cycles were 7 years.
- 2) The Program Director and Medical Director have each been in place for at least 3 years.

3) Either the current Program Director or the current Medical Director was in place and involved in the prior self-study review process.