

# GUIDELINES AND POLICY STATEMENTS

## VI. F. PUBLIC CORRECTION OF INCORRECT OR MISLEADING STATEMENTS REGARDING ACCREDITATION STATUS

### PUBLIC DISCLOSURE

Any institution or program that elects to make a public disclosure of the accreditation status of its occupational therapy or occupational therapy assistant program must accurately disclose the status; the specific academic program covered by that status; and the name, address, and telephone number of the accrediting agency as follows:

Accreditation Council for Occupational Therapy Education (ACOTE®)  
American Occupational Therapy Association  
4720 Montgomery Lane  
P.O. Box 31220  
Bethesda, MD 20824-1220  
301-652-2682

Any institution or program that elects to make a public disclosure of the results of any ACOTE report, including Reports of Application Review, Reports of Initial Review, and Reports of On-Site Evaluation, must accurately disclose:

- For on-site evaluations: Statements from the final report, the Report of the Accreditation Council for Occupational Therapy Education—not the Evaluators' Report of On-Site Evaluation.
- For all ACOTE reports: Complete information regarding ACOTE's findings (i.e., strengths, suggestions, areas of concern, possible areas of noncompliance, cited areas of noncompliance, and ACOTE's final accreditation action). Strengths cited in the report may not be published without also publishing any suggestions, areas of concern, possible areas of noncompliance, or cited areas of noncompliance.

### PUBLIC CORRECTION

The following are requirements of the *Accreditation Standards for a Doctoral-Degree-Level Educational Program for the Occupational Therapist*, *Accreditation Standards for a Master's-Degree-Level Educational Program for the Occupational Therapist*, and *Accreditation Standards for an Educational Program for the Occupational Therapy Assistant*:

*Standard A.4.1.: All program publications and advertising—including, but not limited to, academic calendars, announcements, catalogs, handbooks, and Web sites—must accurately reflect the program offered.*

*Standard A.4.2.: Accurate and current information regarding student outcomes must be readily available to the public in at least one publication or Web page. The following data must be reported as an aggregate for the 3 most recent calendar years and specify the*

- *3-year time period being reported,*
- *total number of program graduates during that period,*
- *total number of first-time test takers of the national certification examination during that period,*
- *total number of first-time test takers who passed the exam during that period, and*
- *percentage of the total number of first-time test takers who passed the exam during that period.*

*Standard A.4.3.: The program's accreditation status and the name, address, and telephone number of ACOTE must be published in all of the following used by the institution: catalog, Web site, and program-related brochures or flyers available to prospective students.*

In the case that a program accredited by ACOTE does not comply with any of the above requirements, ACOTE may cite an area of noncompliance. The program must then demonstrate compliance with Standard A.4.1., A.4.2., and/or A.4.3. to remove the area of noncompliance.

If any occupational therapy or occupational therapy assistant program (ACOTE accredited or not) fails to make public correction of incorrect or misleading information regarding its accreditation status, the contents of reports of site team visitors, reports of application or initial review, or the accreditation actions taken, the AOTA Accreditation Department will post an article providing correct information to the public on the ACOTE Web site ([www.acoteonline.org](http://www.acoteonline.org)).