

# CONTINUING ACCREDITATION

## IV. A. 3. ACCREDITATION ACTIONS

### ACCREDITATION ACTION AND TERM OF ACCREDITATION

Following Accreditation Council for Occupational Therapy Education (ACOTE®) review of the Evaluators' Report of On-Site Evaluation and any comments submitted by the program director, action is taken to grant Accreditation, Probationary Accreditation, or Accreditation Withdrawn. (Descriptions of these accreditation statuses are provided in the ACOTE Accreditation Manual Section IV.C.)

At the time of ACOTE action, ACOTE awards an accreditation period based on the following criteria:

- 5-year review cycles are given to programs that are reaccredited, but raise significant concerns as determined by ACOTE;
- 7-year review cycles are the standard number of years for reaccreditation; and
- 10-year review cycles are granted to those programs that have no areas of noncompliance and have demonstrated exceptional educational quality.

Programs cited with no more than two areas of noncompliance that are given a 7-year accreditation term may be granted an extension to a 10-year term by ACOTE. This decision will be based on ACOTE's review of the Plan of Correction or Progress Report submitted by the program and a determination that the program has fully resolved the cited areas of noncompliance. ACOTE will also consider any pre-existing areas of noncompliance or program changes that have occurred subsequent to the on-site evaluation that affect or are likely to affect the program's full compliance with the *Standards*. This extension option is only available within 1 year of ACOTE's accreditation action on the program's Report of On-Site Evaluation.

Notification of final action by ACOTE and copies of the Report of ACOTE are mailed to the chief executive officer and copied to the dean and the program director. The ACOTE Certificate of Accreditation (if awarded) is mailed directly to the program director. Letters containing notification of a status of Probationary Accreditation, Accreditation Withheld, or Accreditation Withdrawn are sent certified mail, return receipt requested. Procedures for request for appeal of adverse ACOTE actions are found in ACOTE Accreditation Manual Section IV.D.

### OPTION FOR DEFERRAL

If ACOTE determines that further information related to the program's compliance with the *Standards* is required to enable a fair decision to be made regarding the accreditation of the program, it may defer action until the information is received. ACOTE may request materials by mail or schedule a second on-site evaluation or fact-finding visit. The cost of the visit shall be borne by ACOTE.

### SUBSEQUENT REPORTS

If areas of noncompliance are identified in the Report of ACOTE, a Plan of Correction and subsequent progress reports are required. (See ACOTE Accreditation Manual Section IV.E.1.) Areas of noncompliance must be corrected within the period of time specified by the U. S. Department of Education (USDE) criteria:

- 12 months if the program is less than 1 year in length;
- 18 months if the program is at least 1 year in length, but less than 2 years in length; or
- 2 years if the program is at least 2 years in length.

## **OPPORTUNITY FOR WITHDRAWAL OF APPLICATION**

The sponsoring institution has the option to withdraw its request for continuing accreditation at any time prior to ACOTE final action. Programs selecting this option relinquish the opportunity to appeal that is provided to programs receiving a status of Accreditation Withdrawn--Involuntary.