Conversations with ACOTE

May 26, 2022

Your ACOTE Resources

- The ACOTE Website (www.acoteonline.org) is a valuable resource for information. You can find information on program numbers, past ACOTE actions, past newsletters, frequently asked questions, forms, templates and much more.

- And, always read the PD Update posted after ACOTE meetings.

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  Please submit all questions to accred@aota.org to ensure your questions are answered promptly.

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Educational Standards Review Committee (ESRC)

- Thank you for your feedback!

- First meeting in April 2022. Next meeting in August 2022
  - All comments were reviewed and considered by the ESRC during this meeting.

- General feedback is welcome and can be provided at any time. https://forms.aota.org/forms/standards_comment_form

Roster of Accreditation Evaluators (RAE)

- Seeking new members for the **Roster of Accreditation Evaluators (RAE)**.

- RAE members evaluate the compliance of OT and OTA educational programs with ACOTE Accreditation Standards through on-site evaluations and online reviews.

- ACOTE is placing a strategic emphasis on expanding the diversity of the practice and education settings, and the education levels represented on the RAE.

- **Occupational therapy practitioners and occupational therapy assistant (practitioners and educators) are especially needed and are strongly encouraged to apply.**

- Go to: [RAE Application for Membership](#) (located on the ACOTE website) for more information and the application process.

Self-Study Workshop

- For program directors and faculty preparing for upcoming self-study review and new program directors wanting to understand more about the accreditation process.

- Topics covered include:
  - How to get started on a report of self-study
  - What to consider when writing the report
  - What are the key elements in the self-study
  - How much detail is needed
  - What the reviewers are looking for in the self-study
  - How to prepare for the on-site visit
  - What programs need to show the on-site reviewers
  - Review of the e-Accreditation System.

- Dates and registration information on the ACOTE website.

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Annual Fees

- Due each year from accredited programs, including the year in which an on-site evaluation is scheduled.

- For new programs, the annual fee becomes effective with the first full academic year for which the program has accreditation status.

- See the current Fee Schedule (ACOTE Policy V.A. Fees).

- Invoices are e-mailed by July 1, 2022 and due no later than October 15, 2022. Notify the Accreditation Department for help facilitating the processing of a purchase order.

Gentle Reminders

- Update the program director and faculty licenses in the "FACULTY" tab in the eAccreditation portal.

- Program director responsible to remain current with the most recent Standards Interpretive Guide and ACOTE® policies located on www.acoteonline.org.

- Updates to these documents are reported on the ACOTE® website after each ACOTE® meeting.

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Interpretive Guide:

A.5.3 PROGRAM LENGTH

Programs should:

- Analyze current program length to the interpretive guide according to the degree level of your program.

- If the program length is not compliant, review list of considerations, at a minimum, to assess the reason for the current length.

- Consider needed action:
  - Plan for modification, timeline for change.
  - Rationale for length remaining the same.

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Guidance for all program levels:

- Program length must be reflective of this ACOTE defined commonly accepted academic standards for degree levels in occupational therapy.

- The program should additionally consider the following factors:
  - Institutional accrediting and state agencies
  - Institutional policy
  - Program's curriculum design (entry point, UG vs G, fieldwork)
  - Relevant definitions:
    - Full Time Enrollment, Academic Year, Credit Hour
  - Relevant Policies:
    - Degree awarded, Dual or Concurrent Degrees credits, Method for awarding credit for experiential hours

Timeline

- **Compliance with this program length requirement will be assessed with reports submitted after 8/1/2022.**

- The current procedure for correcting an area of noncompliance applies.
  - Programs have up to 2 years to fix an AON, depending upon program length, and will submit a plan of correction/progress reports during that timeframe.
  - An extension "for cause" for increased time to address an AON may be approved if the program shows evidence of progress toward meeting the standard.

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Questions? Discussion?