



NATIONAL NURSE PRACTITIONER
RESIDENCY & FELLOWSHIP TRAINING
CONSORTIUM

Panel Presentation:
**Accreditation Process for NP/PA Postgraduate
Training Programs**

ACCREDITATION PROCESS

CONSORTIUM ANNUAL CONFERENCE 2022



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Accreditation Commission Chair



About the Consortium

The Consortium is Federally recognized by the U.S. Department of Education as a national accrediting agency.

The Consortium provides programmatic accreditation for postgraduate NP and joint NP/PA training programs, ensuring that the programs adhere to high quality, rigorous standards developed by nurse practitioners, physician assistants and experts in clinical care, adult learning and professional training. In this way, the Consortium is making a significant contribution to the health and healthcare of the public.



U.S. Department of Education

Accreditation Defined

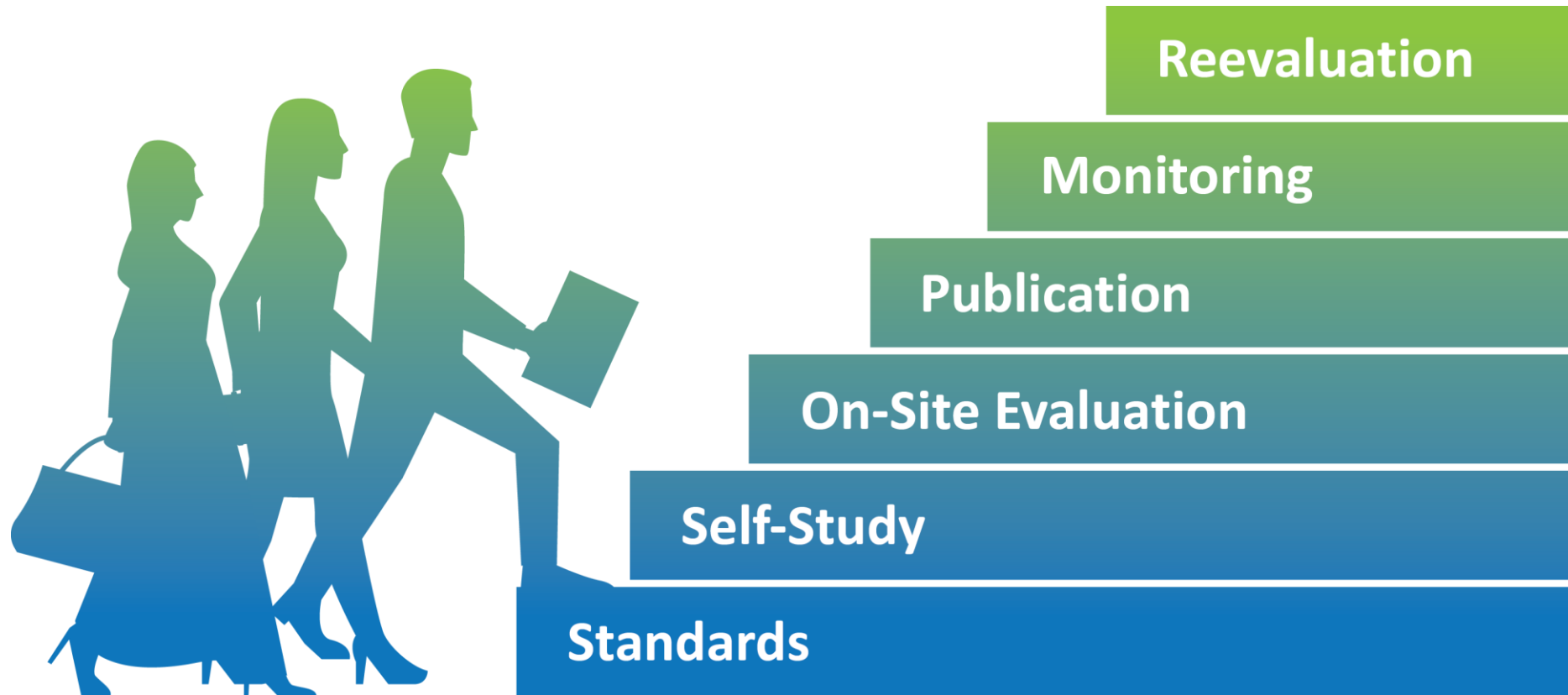
External, independent review of a health care training program against nationally-accepted standards and its own policies, procedures, processes and outcomes (AAAHC)

- ◆ Peer-reviewed, voluntary program evaluation
- ◆ Practice-based determination of adherence to National Standards
- ◆ Public recognition of excellence
- ◆ National acknowledgement of quality



U.S. ED Accreditation Process

6 Major Steps the Consortium follows:



NNPRFTC's **Standards** Driving Excellence in **Program** Design

Standard 1: Mission, Goals and Objectives

Standard 2: Curriculum

Standard 3: Evaluation

Standard 4: Program Eligibility

Standard 5: Administration

Standard 6: Operations

Standard 7: Staff

Standard 8: Postgraduate
Trainee Services



<http://www.nppostgradtraining.com/Accreditation>

REVISED STANDARDS

USDE requirement: update standards every 5 years

2021: monthly committee meeting

Added new current best practices ie. Health equity, telehealth

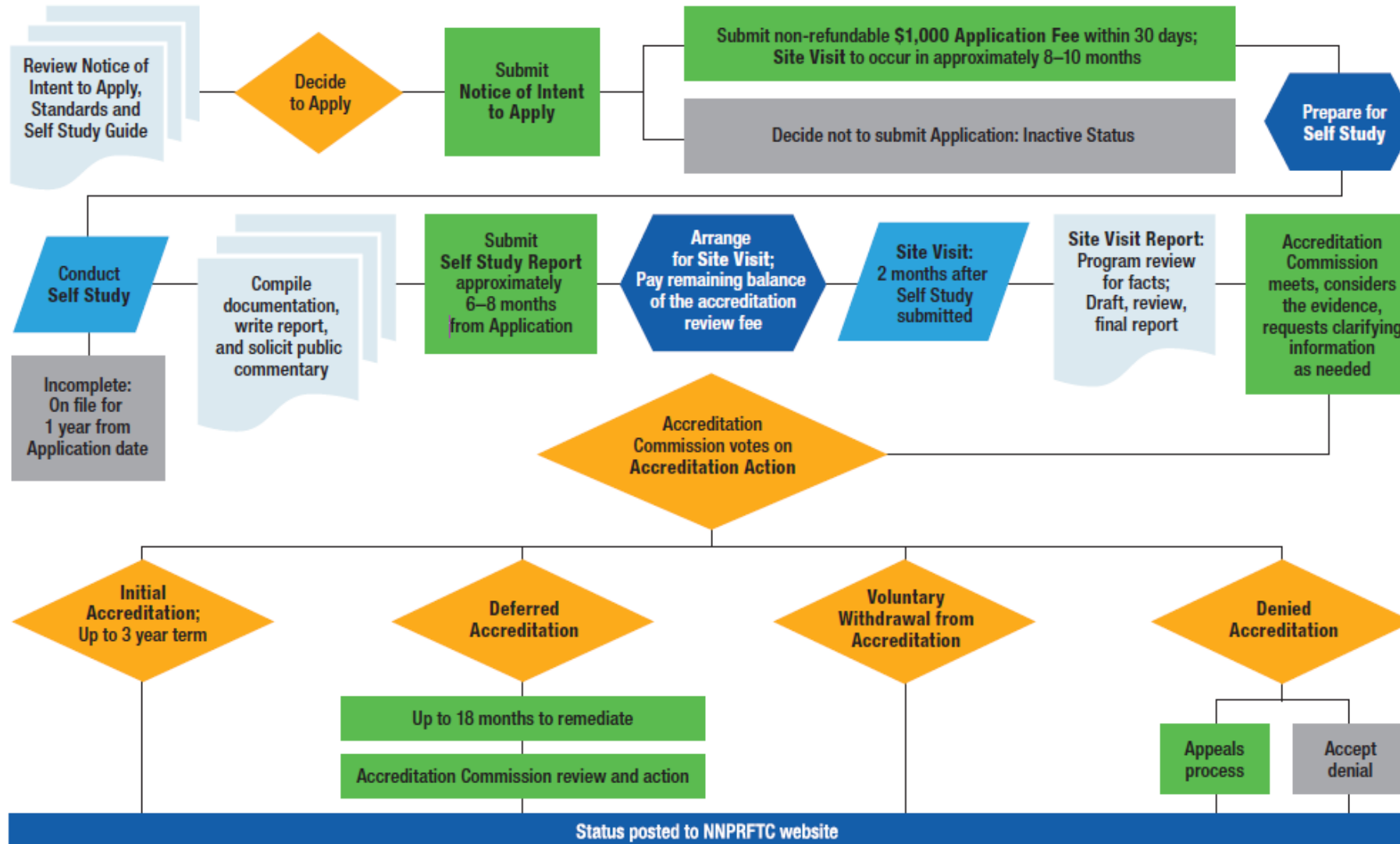
Cleaned up redundancy & clarified areas of confusion

End of 2022:

Revised standards released

Revised self study guide (cross-walks with standards)

Initial Accreditation Process



Extensive technical support available throughout the process. General timeframe, application to decision, 8-12 months

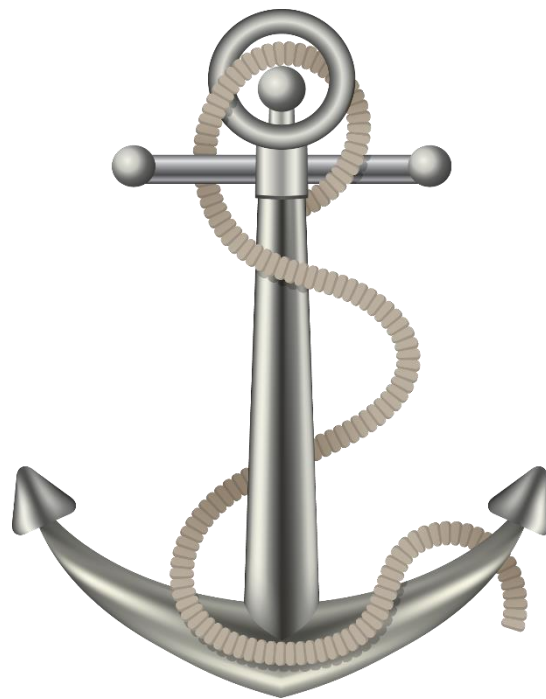
- Intent to Apply
- Application via website
- Self Study (internal program evaluation) and report
- 1.5 day on-site visit (external program evaluation) by trained 2 site visitor peers and observer (educator and administrator)
- Site Visit report, review by program, submit to Accreditation Commission for consideration
- Decision – Accredited, Deferral of Accreditation, Withdrawal of Accreditation or Denial of Accreditation
- Official Notification of accreditation action to the U.S. Department of Education
- Public announcement and posting on Consortium website
- Annual program reports on headcount

Total cost: \$10K –

- \$1K non-refundable application fee; \$9K review fee due prior to site visit
- For programs with multiple tracks, \$10K plus \$6,500 for second track and \$2,500 for each additional track

Initial Accreditation awarded up to 3 years

Renewal of Accreditation awarded up to 5 years



Accreditation Anchors Program Development

SO YOU WANT TO BE A SITE VISITOR

Site visitor training: fall 2022

Web-based:

- 2 days
- Hybrid of synchronous and asynchronous learning

Benefits:

- In-depth training on how to evaluate programs using accreditation standards → improve your own program
- Travel & network
- Implement accreditation rigor & quality



Contact info:

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Accreditation Commission Chair

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Site Visitor Process (What We Do - Preparation)

- ◆ Typically 3 site visitors (Lead, 2nd, and observer)*
- ◆ Receive e-mail with specific date range
 - ◆ 3-days
 - ◆ Travel day, Day 1 of site visit, Day 2 of site visit (return same-day)
- ◆ Receive and review self-study
- ◆ Site Visitor Call #1
 - ◆ Discuss self-study
 - ◆ Determine follow-up questions
- ◆ Site Visitor Call #2
 - ◆ Discuss follow-up answers
 - ◆ Determine additional questions, if any
- ◆ Site Visitor Meeting (#3)
 - ◆ Typically the evening before Day 1 of visit in destination city

Site Visitor Process (What We Do – On Site)

◆ Day 1

- ◆ Introductions of Site Visitors & Program
- ◆ Itinerary of meetings averaging 30-60 min each (commonly 8-5)*
 - ◆ Program and Organizational Leadership
 - ◆ Preceptors
 - ◆ Alumni & Current Trainees
 - ◆ Support Staff
 - ◆ HR/Credentialing (Document Review)
 - ◆ Operations/Finances
 - ◆ External Stakeholders or Board Members
 - ◆ Tour of facilities
 - ◆ Observed precepted session
 - ◆ Observed or recorded didactics
- ◆ Site Visitors Working Dinner
- ◆ Preparation of report

Site Visitor Process (What We Do – On Site)

◆ Day 2

- ◆ Half-day (usually ending around 1:00 PM – allowing for return travel)
- ◆ Itinerary may include any element, typically when unavailable Day 1
 - ◆ Document Review
 - ◆ Observed precepted session
 - ◆ Meeting with board members
 - ◆ Etc.
- ◆ Often an opportunity to discuss last-minute follow-up questions for program leadership
- ◆ Time reserved for finalizing elements of report
- ◆ Final Report
 - ◆ This is typically read out loud (30-60 min)
 - ◆ No surprises! We'll inform you if components were met, partially met, or unmet.
 - ◆ However, we DO NOT MAKE DECISIONS – we only inform of our findings

Site Visitor Process (What We Do – On Site)

- ◆ What Next?
 - ◆ Site Visitors have 2 weeks to complete report and submit to ED
 - ◆ Program receives finalized report
 - ◆ Opportunity to make any factual corrections
 - ◆ Program returns report to NNPRFTC Office
 - ◆ Accreditation commission review
 - ◆ Meetings 2nd Thursday of the month
 - ◆ Consideration may take place only if received no later than 10 days prior to meeting

Site Visitor Process (What We Look For)

- ◆ Evidence
- ◆ Self Study serves as:
 - ◆ Main source of information to confirm presence of meeting standards
- ◆ Base criteria on the 2019 Standards
- ◆ Use this document as your reference guide
 - ◆ Before writing document
 - ◆ After completing first draft to determine if anything is missing
- ◆ Appendices with *examples*
 - ◆ Sample evaluations
 - ◆ Sample didactic objectives/presentations/curricula

Site Visitor Process (What We Look For)

- ◆ Examples of How to Make the Process Flow Seamlessly
 - ◆ Self Study
 - ◆ *Clear* table of contents (with clickable hyperlink, if possible)
 - ◆ References to appendices *throughout* document
 - ◆ Standard IV
 - ◆ Trainee alma maters
 - ◆ NCQA/Joint Commission/etc. copies of accreditation/recognition showing start/expiration dates
 - ◆ Document Review (on site)
 - ◆ Job Descriptions and Performance Reviews of:
 - ◆ Program Director
 - ◆ Chief Clinical Director
 - ◆ Trainee
 - ◆ Having these items prepared for site visitor review *prior* to arrival will help

Site Visitor Process (Exemplars)

◆ Site Visit Example #1

- ◆ Program with new addition of rural track partnered with external organization
- ◆ Exemplary partnership while maintaining sponsoring organization control
- ◆ A re-accreditation
 - ◆ Pushing the boundaries of what they already have accomplished!

◆ Site Visit Example #2

- ◆ Program focused on primary care within the context of a specialized population
- ◆ Able to prove not only sustainability and benefit to intended patient population
 - ◆ But still prepared trainees for primary practice at any organization
- ◆ Self Study included extremely clear references of where to find proof of standards
 - ◆ Eliminated need for many follow-up questions

Site Visitor Experience (Why Do It)

- ◆ *We want* to see programs succeed!
- ◆ We are *passionate* about the post-graduate training movement
- ◆ It's a great way to *experience* others' programs
 - ◆ We have core standards but slightly different flavors
- ◆ It's a great way to *learn* new ways of doing things
 - ◆ Standards are firm
 - ◆ But application is flexible
- ◆ It's *fun* to meet new people and see new places!