Technology Requirements for Virtual Site Visits

ACEN Board of Commissioners instituted provisions for virtual visits following emergency measures related to the COVID-19 pandemic. The United States Department of Education (USDE) on March 17, 2020 allowed temporary flexibility to use virtual site visits to help accrediting agencies serve institutions and students through the period of COVID-19 interruption. The use of virtual visits will rely heavily on the optimal use of technologies. The purpose of these technology guidelines is to conduct the site visit without compromise of the ACEN review process and to ensure seamless communications, tours, and review of supporting evidence.

Nursing Program Requirements

1. Programs must have current technology and facilities to conduct a full virtual visit (all team members functioning remotely) or partial virtual visit (one or more team members functioning remotely).

2. The ACEN will coordinate virtual technology for the visit using the GoToMeeting video-conference system.

3. The ACEN will conduct a technology test with the program and the peer evaluators at least four weeks prior to the visit to ensure.

4. The ACEN will provide a private virtual meeting space/room for the site visit team’s discussions.

5. The governing organization/nursing program shall not audio and/or video record any portion of a site visit (in-person or virtual). If evidence of recording is discovered, the team chair will end site visit immediately, and contact the ACEN staff.

6. The ACEN will send the nurse administrator access information to log into the video-conference system.

7. The program must provide technology support during the meeting for technology that is utilized by program representatives.

For review of sensitive records (e.g., faculty and student files), the program may rely on other forms of technologies such as cellular technologies.

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