




COMING UP


CANDIDACY: MAKING SENSE OF THE PROCESS

with Nell Ard, Director, ACEN

BROUGHT TO YOU BY:

 <p>Accreditation Commission for Education in Nursing https://www.acenursing.org/</p>	 <p>National Education Progression in Nursing https://nepincolaborative.org/</p>	 <p>Organization for Associate Degree Nursing https://oadn.org/</p>
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SPEAKER



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Basic Terminology Related to Accreditation

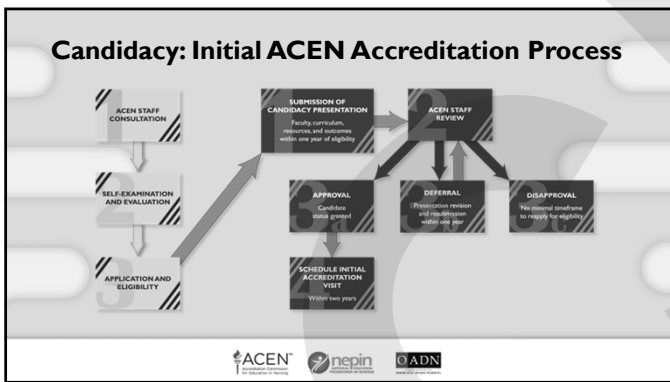
- Governing Organization (GO)
- Candidacy Presentation
- End-of-program Student Learning Outcomes (EPSLOs)
- Program Outcomes (POs)
- Systematic Plan of Evaluation (SPE)
- Candidate Status

ACEN Policy #34 Candidacy for a Governing Organization/Nursing Program Seeking Initial Accreditation


- Describes the Candidacy process
- Initial Date of Accreditation
- Requirements related to reporting substantive changes





Step 1: Candidacy Eligibility Application Form

- Application Available on the ACEN website
- Requires Supporting Documentation related to:
 - Accreditation Status of the Governing Organization



Step 1: Candidacy Eligibility Application Form (cont.)

- Approval of State Regulatory Agency/Agencies
- Organizational Structure
 - > Governing Organization
 - > Nursing Program/Nursing Education Unit

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Candidacy and Accreditation Includes:

- All locations
 - Additional campuses or off-campus instructional sites where the nursing program type is offered
- All Program Options/Tracks such as:
 - LPN-RN option
 - Part-time or evening/weekend option
 - Online option

Multiple program types within a single nursing education unit can pursue the process at the same time.

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Step 2: Authorization Form and Fee

- Review of the application by the ACEN professional staff
- Letter sent to the program
- Program Submits signed *Authorization for Candidacy Process Form*
 - Signed by Nurse Administrator and President/CEO of the governing organization
- Pay Candidacy Application Fee
 - Not due until the program is deemed eligible
 - Must be paid within 30 days of receipt or prior to review of the Candidacy Presentation.

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Step 3: Candidacy Presentation

- Overview of the Candidacy Presentation
- See *ACEN Guidelines for Written Reports* available on the ACEN website, found at <https://www.acenursing.org/resources-for-nursing-programs/resources-preparation-self-study-report/>




Step 3: Candidacy Presentation - Introduction

- Name and address of governing organization
- Name and credentials of the Chief Executive Officer (local and overall if applicable)
- Name of the institutional accrediting body, date of last review, and results [Attach supporting evidence]
- Name and address of the nursing education unit
- Name and credentials of the nurse administrator



Candidacy Presentation – Introduction (cont.)


- Name of the state nursing regulatory agency, date of last action, and results [Attach supporting evidence]
- Number of full- and part-time faculty at each location – exclusive versus shared
- Number of full- and part-time students currently enrolled by location and option
- Length of program in credits/hours as well as academic terms for all program options



Candidacy Presentation – Standard 2 Faculty & Staff


Required Criteria:

- Criterion 2.1
- Criterion 2.2
- Criterion 2.5



Faculty Profile Table Template Coversheet


Agency	Name of Agency	Full- and Part-Time Faculty Requirements
*International programs may have different agencies		Directions: Use the agency's website, accreditation by accreditation standards (in applicable for full and part-time faculty by agency and include the reference link in format where information can be used. Requirements are not applicable for an agency provide a brief reference link.
The program's state regulatory agency for nursing		Reference: Requirements:
Other state agency (e.g., state department of education, state system, etc.)		Reference: Requirements:
The program's governing organization		Reference: Requirements:
The governing organization's accrediting agency		Reference: Requirements:



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Faculty Profile Table Template

LAST NAME, FIRST NAME	DATE OF INITIAL APPT	ACADEMIC DEGREES	LICENSURE/ CERTIFICATION	TEACHING AND NON-TEACHING AREAS OF RESPONSIBILITY
• Alpha Order by Last Name	• Month/ Year	• Undergraduate Degrees: name of degree/ date of completion • Graduate Degrees: name of degree/ specialty/ date of completion • Master/exception (if applicable) for credit/experience requirements (optional) • Currently enrolled name of degree/ projected date of completion	• Current licensure: identification number/ expiration date • Current certification: type/date original/ expiration date	• Course, Preceptor, Mentor, Practitioner/Supervisor • Committees, Course, Clinical, Laboratory Coordination, etc.



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Qualification and Professional Development Addendum

- Areas of Expertise and Experiences
- Clinical Practice and/or teaching experiences
- Professional Development/Scholarly Work

• **Note:** Please use the General Instructions for Completing the Faculty Profile Table – see ACEN website

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Candidacy Presentation – Standard 2 Faculty (cont.)

Criterion 2.1 and 2.2

- Summarize information, do not duplicate from tables
- Faculty qualifications for assigned responsibilities

Criterion 2.5

- Faculty teaching assignments/ workload/additional responsibilities
- Faculty-to-student ratios
- Potential number of faculty on overload
- Role in the skills/simulation laboratory

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Candidacy Presentation – Standard 4 Curriculum

Required Criteria:

- Criterion 4.1
- Criterion 4.2
- Criterion 4.7
- Criterion 4.8
- Criterion 4.9
- Criterion 4.11

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Abbreviated (Mini) Syllabi

- Course description
- Credits and contact hours in didactic, skills, and clinical learning environments
- Pre-requisites and/or co-requisites
- Course objectives/outcomes
- Evaluation methodologies with information regarding how each contributes to the overall grade
- Brief list of content areas

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.1

- Professional standards/guidelines/competencies
- End-of-Program Student Learning Outcomes
 - Overall versus level or course objectives
 - Should be the same for all program options

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.2

- Explain how the end-of-program SLOs are utilized to organize the curriculum.
- Explain how the teaching strategies and learning activities facilitate the achievement of the end-of-program SLOs

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.7

- Provide information regarding the various evaluation methods utilized throughout the curriculum to verify the achievement of course SLOs
- Describe how the evaluation methods utilized progress from simple to complex throughout the curriculum
- Discuss how the evaluation methods utilized by the program are aligned with the end-of-program SLOs

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.8

- Credit-to-Contact Hour Ratios
- Credits/hours plus academic terms for entire program of study including pre-requisites, general education, and nursing courses
- Need to address all options - include a program of study in academic terms for all options
- Meet requirements of various agencies

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.9


- Practice Learning Environments
 - Applies to all programs/options
 - Use of Simulation
 - Number of clinical hours in the various practice learning environments

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Candidacy Presentation – Standard 4 Curriculum (cont.)

Criterion 4.11

- Delivery Modalities
 - Based on ACEN definition
 - Teaching strategies, learning activities, and evaluation methods are appropriate for the delivery modality or modalities utilized by the program



Candidacy Presentation – Standard 5 Resources

Required Criteria:

- Criterion 5.1
- Criterion 5.2
- Criterion 5.3



Candidacy Presentation – Standard 5 Resources (cont.)

Required Criteria:

- Criterion 5.1 – Fiscal Resources
 - Source(s) of governing organization resources
 - Nursing resources vs. governing organization
 - Comparative program/department budgets



Candidacy Presentation – Standard 5 Resources (cont.)

- Criterion 5.2 - Physical Resources
 - Office/workspace
 - Classrooms
 - Computer laboratory
 - Skills/simulation laboratories
 - All locations and how comparable

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Candidacy Presentation – Standard 5 Resources (cont.)

- Criterion 5.3 - Learning resources
 - Library
 - Computer technology
 - Faculty input into the selection and maintenance of these resources
 - Accessibility of the resources

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Candidacy Presentation – Standard 6 Outcomes

Required Criteria:

- Required Components:
- Systematic Plan of Evaluation
 - Each End-of-program SLO
 - Program outcomes
- Criterion 6.1
- Criterion 6.2

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End-of-Program Student Learning Outcomes and Program Outcomes					
Component	PLAN			IMPLEMENTATION	
	Assessment Method(s)*	Expected Level(s) of Achievement	Frequency of Assessment	Results of Data Collection Including Actual Level(s) of Achievement	Analysis and Actions for Program Development, Maintenance, or Revision
EPSLO #1:					
EPSLO #2:					
EPSLO #3:					
EPSLO #4:					
EPSLO #5:					



End-of-Program Student Learning Outcomes and Program Outcomes					
Component	PLAN			IMPLEMENTATION	
	Assessment Method(s)*	Expected Level(s) of Achievement	Frequency of Assessment	Results of Data Collection Including Actual Level(s) of Achievement	Analysis and Actions for Program Development, Maintenance, or Revision
Licensure Pass Rate		ELA:			
Program Completion Rate		ELA: ELA Rationale:			
Job Placement Rate		ELA: ELA Rationale:			
Other Program Outcome(s):					



Programs Seeking Initial Accreditation

- Programs seeking initial accreditation are required to have data from the time that the program achieves candidacy with the ACEN.
- If the program has not had graduates, then the processes must be developed and be ready to implement with the initial graduating cohort.




Potential Outcomes Related to the Review of the Candidacy Presentation

Outcomes of Candidacy Presentation Review

- Candidate Status
- Deferral
- Disapproval


Candidate Status

- Up to two (2) years to complete the process
- Write complete SSR and schedule visit




Potential Outcomes Related to the Review of the Candidacy Presentation

- Deferral
 - Lack of evidence to verify ability to be compliant
 - Opportunity to resubmit within one (1) year
- Disapproval
 - Second submission which still lacks evidence
 - Need to Restart overall process



Tapping the Resources

- Candidacy Mentoring Program
- ACEN Website Resources
 - ACEN Accreditation Manual
 - Candidacy Process
 - Eligibility Applications – single and multiple programs
 - ACEN Guidelines for Written Reports, including Candidacy Presentation
 - Self-Study Forums and Program Administrator Workshop
 - Observer Opportunities



Questions?

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THANK YOU



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 November 13, 2019**

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