



# 2012 Accreditation Standards (2018 revision)

## A Resource for Programs

### Background

The Joint Accreditation Committee of the OTA & PTA EAP held a facilitated workshop in October 2017 with a focus on helping programs, Peer Review Teams, and the JAC to improve consistency in decision making. As a result, several additions have been made to the current Accreditation Standards document to provide clarification and guidance. First, key indicators of compliance were identified for each criterion in the Accreditation Standards. The key indicator does not change the meaning of the criterion, but rather is meant to highlight the main thing you would expect to see if the criterion has been met. In addition, for criteria where programs most often struggle to demonstrate full compliance, a list of Required Evidence has been defined. It is hoped that this additional information will be helpful to you. Please note that the Standards and Criteria themselves have not changed at this time. Stay tuned for that (much bigger) project in the next few years.

### When will these new standards take effect?



Programs whose next Self Study Report is due on or after **July 1, 2019** will be required to comply with the 2012 Accreditation Standards (2018 revision), including submission of all Required Evidence as outlined in this revision. Programs whose Self Study Report is due prior to July 1, 2019 may choose to submit the Required Evidence to demonstrate compliance with the accreditation criteria, however doing so is optional.

### What is new in this revision?

#### Key Indicators added to all Criteria



A key indicator of compliance is the main thing you would expect to see if the criterion has been met. These are found immediately following each criterion.

#### Example


3.5 The program provides processes for students to address academic and clinical concerns.



Key Indicator

Students know how to address academic and clinical concerns.

## Required Evidence added to some criteria

 Required Evidence are pieces of evidence that education programs **must** provide to demonstrate compliance with the criteria in the Self-Study Report, the Report appendices, or on-site during the accreditation review.

Required Evidence has been added to the following standards and criteria:

- Standard 3: 3.4
- Standard 4: 4.1, 4.2, 4.3, 4.4
- Standard 6 OTA
- Standard 6 PTA

Example: Criterion 3.4:

3.4 The program provides clinical education / fieldwork experiences in occupational therapy and physiotherapy that enable students to achieve the learning outcomes.



Key Indicator

The program provides the supervised clinical experiences necessary to prepare work-ready graduates.

3.4.1 CORE

Clinical/fieldwork education includes a minimum of 500 hours in the clinical setting.

NOTE: Single discipline programs must include 350 fieldwork hours.



Key Indicator

Every student completes a minimum of 500 hours of clinical/fieldwork education.

3.4.2 CORE

Clinical/fieldwork education includes 150 hours of the total time in each discipline for each student.



Key Indicator

Every student completes a minimum of 150 hours of clinical/fieldwork education in each discipline.

3.4.3 CORE

A registered occupational therapist faculty advisor is available to students and preceptors on issues related to occupational therapy practice in fieldwork. Similarly, a registered physiotherapist faculty advisor is available to students and preceptors on issues related to physiotherapy practice in fieldwork.



Key Indicator

The program provides a faculty OT and PT for discipline-specific advice during student fieldwork placements.



## REQUIRED EVIDENCE

- Aggregate spreadsheet of the OTA and PTA hours for 3 cohorts showing every graduating student (names removed, use non-nominal identifiers), including identification of role-emerging placements, and supplemental hours
- Contingency plan for make-up time
- Evidence of a policy/procedure showing no student can graduate until required fieldwork hours are complete
- Example of Individual student’s portfolio/record of clinical placement experiences, including documentation of placement hours for OTA and PTA experiences as described in [GUIDE 11-Tracking Fieldwork Hours](#) (to be provided onsite)

## Explanatory Notes related to Distance Education

Explanatory Notes about distance education were previously found only in a separate document, *GUIDE-08 Principles in the Accreditation of Programs Offering Distance Education*. They have now been added to the following criteria within the Standards document itself:

- Standard 1: 1.5, 1.6, 1.7, 1.8
- Standard 2: 2.1, 2.2, 2.3, 2.4
- Standard 3: 3.1, 3.2, 3.4, 3.6
- Standard 4: 4.1, 4.3
- Standard 5: 5.1, 5.3

## New diagram to illustrate the Program Evaluation Cycle in Standard 4

A diagram has been added immediately under the Standard 4 description to provide a visual representation of the program evaluation cycle.

## Formatting

Font sizes have been increased and font colours have been darkened to increase legibility.

## New SSR Forms

To accompany the 2012 Accreditation Standards (2018 revision), the current Self Study Inventory forms have been replaced with the following Self Study Report Forms, which should be submitted with the SSR:

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| <ul style="list-style-type: none"> <li>▪ SSR Form A (signature form)</li> <li>▪ SSR Form B (program info)</li> <li>▪ SSR Form C (inventory of evidence)</li> <li>▪ SSR Form D (competency matrix)</li> </ul> | <p><b>Required Evidence:</b></p> <ul style="list-style-type: none"> <li>▪ SSR Form 4</li> <li>▪ SSR Form 6OTA</li> <li>▪ SSR Form 6PTA</li> </ul> |
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## Questions?

We’re here to help! Contact Amanda at: [amanda.walton@otapta.ca](mailto:amanda.walton@otapta.ca)