CoAEMSP Letter of Review Process and CAAHEP Accreditation Process for Paramedic Educational Programs – from LoR Application to Accreditation

1. PROGRAM submits the LoR Application

2. PROGRAM DIRECTOR attends the Fundamentals of Accreditation for EMS Programs Workshop

3. PROGRAM submits Letter of Review Self Study Report (LSSR)

4. CoAEMSP conducts preliminary site visit

5. If all core elements are met, CoAEMSP grants Letter of Review status
   PROGRAM submits Annual Report

6. PROGRAM enrolls its 1st cohort under the CoAEMSP LoR status

7. PROGRAM graduates its 1st cohort under the CoAEMSP LoR status

8. PROGRAM submits the Initial-accreditation Self Study Report (ISSR) under the CoAEMSP LoR - or - Continuing-accreditation Self Study Report (CSSR) if already accredited
   CoAEMSP reviews SSR for completeness, then sends to the Self Study Reader
   CoAEMSP Self Study Reader writes an Executive Analysis (EA)
   PROGRAM receives the EA and begins to make corrections before the site visit

9. CoAEMSP conducts a site visit to the program
   CoAEMSP sends the Program the Site Visit Findings Letter, providing the Program an opportunity to respond

10. PROGRAM responds to the Site Visit Findings Letter

11. CoAEMSP Board reviews the accreditation record and makes a recommendation to CAAHEP
   • CoAEMSP Board Review Team reviews the program’s accreditation record and makes recommendation to CoAEMSP Board
   Recommendation may include the request for additional Progress Report(s)
   If the recommendation to CAAHEP is adverse or negative, CoAEMSP provides the Program an opportunity to Request Reconsideration

12. CAAHEP makes final determination of the accreditation status and notifies Program
   PROGRAM submits Annual Report
   PROGRAM submits Progress Report, as requested
   PROGRAM annually assess its resources

13. PROGRAM submits the CSSR, and repeats steps starting with step 8 above

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