

Criteria Used to Determine an On-Campus Site Visit or a Virtual Site Visit

February 2023

On-Campus Site Visit

- 1) NEW Program Director (PD) within the last 12 months with an interruption in service as PD.
- 2) NEW Medical Director (MD) within the last 12 months where new cohort under their supervision has not completed.
- 3) Substantive program change since submission of the Self-Study Report (SSR) [ex., Transfer of Sponsorship, Change of Ownership, addition of satellite or alternate location].
- 4) Letter of Review (LoR) program seeking CAAHEP Initial Accreditation.
- 5) Satellite or Alternate Location Declared/Approved within the last 12 months.
- 6) Progress Report from previous comprehensive review that is unresolved at the time of SSR submission for the current comprehensive accreditation cycle.
- 7) SSR submission is incomplete or potential concerns identified including but not limited to:
 - gaps in or lack of advisory committee meetings
 - gaps in or lack of consortium governing board meetings
 - failure to complete the required annual Resource Assessment Matrix (RAM)
 - RAM with areas that fall below 80% threshold
 - concerns expressed in confidential student SSR questionnaires
- 8) Program is moving from Inactive status to Active status.
- 9) Lack of active classes (ex., a program may enroll a cohort every other year, but does not seek Inactive status).
- 10) Program had or currently has Probationary Accreditation status of any kind since the last comprehensive review.
- 11) State Office of EMS has identified concerns that could impact a program's accreditation status.
- 12) Consortia when lack of evidence exists of active involvement or regular meetings of the governing board.
- 13) Annual Report (AR) thresholds are not met in any reported outcome area for a consecutive 3-year period during the accreditation cycle.
- 14) Complaint investigations involving the program since the last comprehensive review.

Virtual Site Visit

- 1) Any program identified by review of the SSR that is in substantial compliance with the CAAHEP *Standards and Guidelines* and does not meet any of the triggers listed above for an on-campus visit.
- 2) A program *may* move from a previously planned virtual visit to an on-campus visit if any of the above triggers occur between the approval of a site visit and the actual site visit.