

Process for Attending to Centers' Self-Reports of Standards Non-Compliance

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ACPE Accreditation Commission

The Accreditation Commission has created a way to assist Centers when they discover that a Standard(s) is not being met. Centers may self-report non-compliance with Standards in order to bring themselves into compliance outside regular review cycles. Below is the process for Centers to use if they find themselves out of compliance with a particular Standard.

- Centers should report non-compliance with specific Standards that have not been met to the regional accreditation committee chair.
- Such self-reporting must be accompanied by a plan of compliance. The reporting center is required to create this action plan when the non-compliance is self-reported.
- The plan of compliance must include:
 - A description of the non-compliance
 - A demonstration of how the Center has brought itself or is bringing itself into compliance
 - A demonstration of how the plan is working with a timeline
 - A plan of how non-compliance does not reoccur
- The self-report of non-compliance and the accompanying plan of compliance are reported through the regional accreditation committee, with its recommendations, to the Commission.
- If the center self-reports non-compliance and does not have an accompanying plan of compliance, a notation is given and the Commission will follow its process of requiring specific actions on the part of the center by either March 1 or September 1.
- The regional chair has flexibility to agree to the center's self-reporting of non-compliance and an accompanying plan of action or to recommend a notation, depending upon the history of the center and regional concerns. The regional chair may consult with the regional accreditation committee in making this decision.
- If the regional chair recommends a notation, the process moves through to the Commission as a recommendation from the regional accreditation committee.
- The Commission will assign a notation(s), and if the plan of compliance demonstrates corrective action that is sufficient, the notation may be removed at the same meeting.

If you have questions regarding this, please contact your regional accreditation chair.

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