



Request for Accreditation Services Completion Checklist

The Commission on Accreditation of Allied Health Education Programs (CAAHEP) cooperates with approximately 25 Committees on Accreditation (CoAs) in the accreditation of allied health education programs. The CoAs consist of experts in each discipline and work directly with educational programs throughout the accreditation review process. Following a program review, the CoA recommends an appropriate accreditation status to CAAHEP. The CAAHEP Board of Directors reviews the recommendation, ensures due process is followed, and makes the final award/denial of accreditation. Only CAAHEP has the authority to grant accreditation.

Review the following items pertaining to CAAHEP and the CoA for your profession before completing the Request for Accreditation Services (RAS) form to ensure you have the appropriate information and documentation needed to successfully complete the RAS form.

Before completing the RAS

- ☐ Review the Program Sponsor Eligibility Chart on page two of this document to confirm the program sponsor type (e.g., post-secondary academic institution, hospital, consortium, etc.) is eligible to request accreditation services for the allied health education program.
- ☐ Review [CAAHEP Policies and Procedures](#), Sections 200 and 300, which include accreditation policies that apply to CAAHEP-accredited programs and those seeking accreditation.
- ☐ Review [CAAHEP Standards and Guidelines](#) for the profession to view requirements to achieve CAAHEP accreditation.
- ☐ Review the appropriate [Committee on Accreditation](#) policies and procedures for additional guidance about the accreditation process.
- ☐ For programs applying for initial accreditation, contact the appropriate [Committee on Accreditation](#) for the profession to determine when a program is eligible to begin the accreditation process.
- ☐ Gather information and documentation needed to complete the RAS.

Information and Documentation Needed for RAS Completion

- ☐ CEO/President name, credentials (e.g., PhD, BS), and email addresses
- ☐ Evidence of program sponsor accreditation and authorization, as specified in the chart on page three of this document.

Program Sponsor Eligibility Chart: locate the profession in the chart below to determine program sponsor types eligible to apply for CAAHEP programmatic accreditation.

Profession	Post-Secondary Academic Institution in the United States and its territories	Post-Secondary Academic Institution outside the United States and its territories	Hospital, Medical Center, Clinic, Transfusion/Blood Donor Center, or other facility	US Armed Forces, Federal, State, or Municipal agency	Consortium
Advanced Cardiovascular Sonography	✓		✓	✓	✓
Anesthesia Technology	✓		✓		✓
Anesthesiologist Assistant	✓				✓
Art Therapy	✓				✓
Cardiovascular Technology	✓		✓		✓
Clinical Research Professional	✓	✓			✓
Cytology	✓			✓	✓
Diagnostic Medical Sonography	✓		✓	✓	✓
Emergency Medical Services Professions	✓	✓	✓	✓	✓
Exercise Physiology	✓	✓			✓
Exercise Sciences	✓	✓			✓
Inclusive Rehabilitation Sciences	✓				✓
Intraoperative Neurophysiologic Monitoring	✓		✓	✓	✓
Kinesiotherapy	✓				✓
Lactation Consultant	✓		✓	✓	✓
Medical Assisting	✓		✓	✓	✓
Medical Illustrator	✓				✓
Neurodiagnostic Technology	✓		✓	✓	✓
Orthotic and Prosthetic Technician	✓				✓
Orthotist and Prosthetist Assistant	✓				✓
Orthotist/Prosthetist	✓				✓
Perfusion	✓		✓	✓	✓
Personal Fitness Training	✓	✓		✓	✓
Polysomnographic Technology	✓		✓		✓
Recreational Therapy	✓	✓			✓
Specialist in Blood Bank Tech/Trans Med	✓		✓	✓	✓
Surgical Assistant	✓		✓	✓	✓
Surgical Technology	✓		✓	✓	✓

Program Sponsor Accreditation and Authorization Evidence: click the arrow next to the program sponsor type below to view evidence needed to complete the Request for Accreditation (RAS) form.

POST-SECONDARY ACADEMIC INSTITUTION

- ☐ Name of the college/university/academic institution's institutional accrediting agency. The accrediting agency must be recognized as an Institutional Accreditor by the U.S. Department of Education.
[Click here for a list of recognized institutional accreditors.](#)
- ☐ URL of the college/university/academic institution's listing on the accrediting agency's website
- ☐ Letter or document from the institutional accrediting agency demonstrating that the college/university/academic institution has approval to offer the specific health professions program at the award/degree level

HOSPITAL, MEDICAL CENTER, CLINIC, TRANSFUSION/BLOOD DONOR CENTER, OR OTHER FACILITY

HOSPITAL/MEDICAL CENTER/CLINIC

- ☐ Name of accrediting agency. The Centers for Medicare and Medicaid Services (CMS) within the U.S. Department of Health and Human Services (DHHS) recognizes and maintains a list of approved healthcare accrediting organizations. [Click here for a list of CMS-approved Accrediting Organizations](#)
- ☐ Type of accreditation held (e.g. hospital, ambulatory care, critical access hospital)
- ☐ URL of the hospital/medical center/clinic listing on the accrediting agency's website
- ☐ Documentation of state authorization or license to operate the program in the state. If no state authorization/license is required, that can be indicated in the Request for Accreditation Services.

FULL-SERVICE SLEEP CENTER

- ☐ URL to the sleep center's listing on one of the following accrediting agency websites:
American Academy of Sleep Medicine (AASM) - [Click here for AASM accreditation verification.](#)
Accreditation Commission for Health Care (ACHC) - [Click here for ACHC-accredited sleep labs/centers.](#)
The Joint Commission (Ambulatory Care accredited program) – [Click here for Joint Commission accredited ambulatory care programs.](#)
- ☐ Documentation of state authorization or license to operate the program in the state. If no state authorization/license is required, that can be indicated in the Request for Accreditation Services.

STANDALONE BLOOD CENTER

- ☐ Name of the accrediting agency. The Centers for Medicare and Medicaid Services (CMS) within the U.S. Department of Health and Human Services (DHHS) recognizes and maintains a list of approved laboratory accrediting organizations with deeming authority under the Clinical Laboratory Improvement Amendments (CLIA). [Click here to access a list of CLIA-approved Accreditation Organizations](#)

URL of the standalone blood center's listing on the accrediting agency's website
Documentation of registration with the Food and Drug Administration (FDA) within the U.S. Department of Health and Human Services (DHHS). [Click here for the Blood Establishment Registration Database](#)

Documentation of state authorization or license to operate the program in the state. If no state authorization/license is required, that can be indicated in the Request for Accreditation Services.

IONM SERVICE COMPANY

- ☐ URL to the IONM service company's listing on the Joint Commission website
- ☐ Type of accreditation held (e.g., hospital, ambulatory care, critical access hospital)
- ☐ Documentation of state authorization or license to operate the program in the state. If no state authorization/license is required, that can be indicated in the Request for Accreditation Services.

US ARMED FORCES, FEDERAL, STATE, OR MUNICIPAL AGENCY

- ☐ Documentation demonstrating the program sponsor is an official US Armed Forces or federal/state agency branch
- ☐ Link to state authorizing agency's website showing the program sponsor is authorized to offer the program and award granted at the conclusion of the program
- ☐ Letter or document from the state agency authorizing the program sponsor to offer the program and award granted at the conclusion of the program

CONSORTIUM

- ☐ Signed Consortium Agreement
- ☐ Consortium Organization Chart
- ☐ For the consortium member that meets a program sponsor type specified in section I.A. of the Standards and Guidelines for the profession, provide the documentation listed under the program sponsor type in the options above. For example, if the consortium member that meets a program sponsor type in Standard I.A. is a Post-Secondary Academic Institution in the United States, documentation listed above under Post-Secondary Academic Institution is required.