

ACAHM Accreditation Commission for Acupuncture and Herbal Medicine

Policy Title:	Standards Review Policy
Approved By:	ACAHM Executive Committee
Document History:	Implementation Date: 2011 Last Updated: 23 January 2024
Related Resources:	Comprehensive Accreditation Standards and Criteria
References:	34 CFR Part 602; 20 U.S. Code § 1099(b)
Responsible Official:	ACAHM Director of Accreditation Services

Policy Summary: This guidance describes how the Commission reviews and revises its eligibility requirements, standards, and criteria for accreditation.

General Overview

The Commission employs a comprehensive, systematic on-going program review to assess whether its eligibility requirements and its standards and criteria for accreditation are adequate to evaluate the education and training provided by the institutions and programs it accredits and relevant to the education or training needs of students.

If the Commission determines, at any point during its program review, that changes to its eligibility requirements and/or standards and criteria for accreditation are needed, action will be initiated within six (6) months to make the changes. The Commission's relevant constituents and other interested parties who have made their interests known to the Commission are notified of any proposed changes and encouraged to submit comments. The ACAHM Standards and Criteria Committee will ensure that comments timely received to proposed changes are considered before changes are presented to the full Commission for further action. Changes will be completed within a reasonable period of time.

Procedures for Revising ACAHM's Eligibility Requirements, and Standards and Criteria for Accreditation

1. The Commission, through its Standards and Criteria Committee, conducts comprehensive, on-going reviews of its eligibility requirements, and its standards and criteria for accreditation.
2. The Commission also considers proposals for changes to its eligibility requirements and its standards and criteria for accreditation received through:
 - a. internal suggestions from Commissioners or staff;
 - b. suggestions by ACAHM communities of interest;
 - c. third party testimony, either written or verbal, from students, graduates, faculty, college administrators, clinical instructors, practitioners, professional organizations, or members of the public, among others; and
 - d. new regulations or provisions for recognition promulgated by the U.S. Secretary of Education.
3. The Commission uses the following procedures for adopting changes to its *Eligibility Requirements* and its

Standards and Criteria for Accreditation:

- a. Suggestions for change are reviewed by the Commission’s Standards and Criteria Committee and, if appropriate, incorporated into a draft proposal for change.
- b. Draft proposals are presented to the full Commission for a decision on whether to move forward and solicit public comment.
- c. Subject to paragraph b above, the Commission solicits public comment on proposed changes to its eligibility requirements, and its standards and criteria for accreditation, which may involve requests for written comments, on-line standards surveys, and/or public hearings. The period for public comment is generally thirty (30) days.
- d. Upon expiration of the public comment period, the Commission’s Standards and Criteria Committee reviews and summarizes public comments timely received and assists the Commission in its consideration and decision whether to amend or adopt draft proposals.
- e. Eligibility requirements and standards and criteria for accreditation that are adopted by the Commission are published on ACAHM’s web site and in relevant Commission publications and governing documents.

NOTE: THE COMMISSION MAY ADOPT CHANGES TO ITS ELIGIBILITY REQUIREMENTS AND STANDARDS AND CRITERIA FOR ACCREDITATION OUTSIDE OF THESE PROCEDURES IN LIMITED CIRCUMSTANCES WHEN NECESSARY TO ADDRESS INADVERTENT SPELLING, GRAMMATICAL AND CALENDARING ERRORS (“TECHNICAL AMENDMENTS”); CLARIFY BUT NOT CHANGE EXISTING GUIDANCE; IMPLEMENT SPECIFIC REQUIREMENTS MANDATED BY THE U.S. SECRETARY OF EDUCATION; OR CONFORM TO THE COMMISSION’S ADOPTED PUBLICATION FORMATS.

Revision History

Date Revised	Summary of Revisions	Approved By
161030	Refreshed and Reformatted	ACAOM Executive Director
171114	Periodic policy review completed. One minor change made - changed “adequate” to “appropriate”	ACAOM Executive Director
181029	Updated policy language to more closely reflect 34 CFR Part 602; changed periodic review from “at least every five (5) years” to “comprehensive, systematic and ongoing program of review”	ACAOM Executive Director
220204	adjusted terminology throughout for ACAHM name change and removal of “Oriental” term; no material revisions made	ACAHM Executive Director
240123	Reviewed; no revisions	ACAHM Executive Director