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Summer 2018 Issue

# ARC-PA Newsletter

## Message from the Executive Director

Greetings! Welcome to the new ARC-PA Quarterly Newsletter. The newsletter was developed to foster communication among ARC-PA stakeholders. Clear, concise communication is paramount in the accreditation process, and it is the desire of the ARC-PA to provide an accreditation experience that is transparent, consistent, and reliable. The newsletter will provide stakeholders with up-to-date information about the activities of the ARC-PA, answers to frequently asked questions, and clarifications on interpretations of the Standards.

This edition of the newsletter includes a list of the newest programs to receive Provisional Accreditation status, upcoming ARC-PA workshops, and a list of resources available to you on the ARC-PA website. I hope that you find the newsletter enlightening, and would love to receive your feedback. If there are topics of discussion that may be helpful to have in the newsletter, I am happy to hear your suggestions. Please feel free to send your comments or suggestions regarding the newsletter to [Newsletter@arc-pa.org](mailto:Newsletter@arc-pa.org).

Thanks for all you do to assure quality in the PA profession!



Sharon Luke, MS, PA-C

## Standards Clarifying Changes Update from the March 2018 Commission Meeting!

At the March 2018 meeting, the commission made clarifying changes to the B3.02 and B3.03 Standards. These clarifications provide additional information to guide programs in demonstrating compliance but do not place any new requirements on the program.

The B3.02 and B3.03 standards address the program curriculum related to Supervised Clinical Practice Experiences (SCPEs).

Unlike the didactic year, programs do not have direct control over what their students will be exposed to each day of their SCPEs. Therefore, the program needs to have clear expectations for the students and preceptors. Although each student's experiences will vary, the program must outline the learning outcomes it expects every student to obtain at the end of SCPEs. By assessing that each student has acquired the program's identified learning outcomes, the program can assure that each student has acquired the appropriate clinical education despite the varying day to day clinical exposures.

The clarifying changes outlined below replaces the undefined term "expectations" with the defined term (from the Standards

Glossary), "learning outcomes". Learning outcomes is defined as the knowledge, interpersonal, clinical and technical skills, professional behaviors, and clinical reasoning and problem solving abilities that have been attained at the completion of a curricular component, course or program. Using "meet the program's learning outcomes" simplifies the standard as it is equivalent to previous standard verbiage "meet the program expectations and acquire the competencies". In addition, the word "all" was added to the standard to make it clear that program must demonstrate compliance for all students. (continued on next page)

**Clarifying changes provide guiding information and do not place any new requirements on the program.**

## Previous B3.02 Standard

Supervised clinical practice experiences must enable students to meet program expectations and acquire the competencies needed for entry into clinical PA practice.

ANNOTATION: It is anticipated that the program expectations of students will address the types of patient encounters essential to preparing them for entry into practice. It is required that at a minimum these will include preventive, emergent, acute, and chronic patient encounters.

## Previous B3.03 Standard

Supervised clinical practice experiences must provide sufficient patient exposure to allow each student to meet program expectations and acquire the competencies needed for entry into clinical PA practice with patients seeking:

- a) medical care across the life span to include, infants, children, adolescents, adults, and the elderly,
- b) women's health (to include prenatal and gynecologic care),
- c) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
- d) care for behavioral and mental health conditions.

## Clarified B3.02 Standard

Supervised clinical practice experiences must enable all students to meet the program's *learning outcomes* expected of students, to include preventive, emergent, acute, and chronic patient encounters.

## Clarified B3.03 Standard

Supervised clinical practice experiences must enable all students to meet the program's *learning outcomes* expected of students, for patients seeking:

- a) medical care across the life span to include, infants, children, adolescents, adults, and the elderly,
- b) women's health (to include prenatal and gynecologic care),
- c) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
- d) care for behavioral and mental health conditions.

## Standard Clarifying Changes (cont'd)

*Programs will need to provide students with their learning outcomes for the clinical year. They must include the knowledge, interpersonal, clinical and technical skills, professional behaviors, clinical reasoning and problem solving abilities needed for entry into clinical PA practice in preventive, emergent, acute and chronic patient encounters, care across the life span, and care of patients in women's health, general surgery and behavioral health as identified in the standards. The program must also show that all students meet the program's expected learning outcomes. This is demonstrated by some means of assessment that parallels the expected learning outcomes of the program.*

*The new version of the Standards is available on the ARC-PA website. Applications not yet sent to programs will include the changes and ask programs to include the learning outcomes related to each standard in an appendix.*

*Programs that are working on current applications will be asked to address the changes, if applicable to the program, at the time of their site visits.*

# Knowing Your Resources

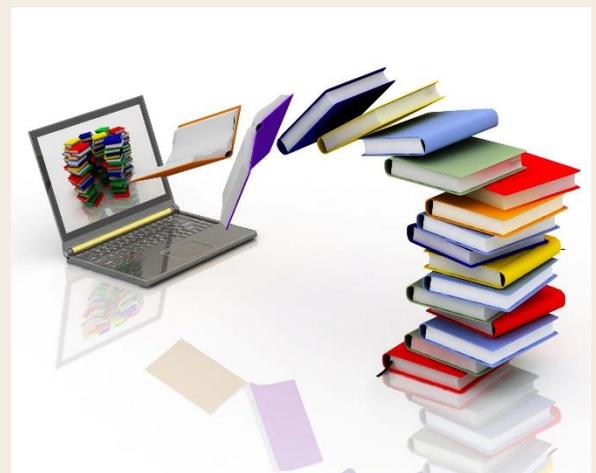


*If you don't visit the ARC-PA website on a regular basis, you may not be aware of the many resources that are available to you. Whether you are a Program Director, Medical Director, Clinical Director or Principal Faculty, the resource page of the ARC-PA website can provide helpful information.*

<http://www.arc-pa.org/accreditation/resources/>

## Resources include:

- Accreditation Manual
- SCPE Portal Instructions
- Data Analysis Resource
- Change Forms & Required Reports
- Syllabi & Objectives Manual
- Sample Application Materials
- Notes to Programs
- Portal Updates



# Accreditation Standards 5<sup>th</sup> Edition Update

*The ARC-PA Commission Standards Committee is currently engaged in review and revision of the 4<sup>th</sup> edition of the Standards.*

The ARC-PA Commission Standards Committee began its formal review and revision of the standards in 2017. The Committee has reviewed the data collected from the 2016 survey of PA program faculty as well as the PAEA focus group in October 2016. Based on this data, it has begun a revision of the *Standards*.



The Committee plans to have a draft of the 5<sup>th</sup> edition of the *Standards* to be presented to the full ARC-PA Commission in September 2018 to be discussed and voted on by the full Commission. If approved, the draft will be presented at the annual PAEA education forum in October 2018. The PA program faculty, staff and institutional official, as well as other constituent organizations will be invited to provide feedback and comments on the draft. The mechanism and timeline for that feedback will be posted on the ARC-PA website.

The current plan is to have the 5<sup>th</sup> edition of the *Standards* in final form by the end of 2019.

## Post Graduate Accreditation

*At the September 2017 commission meeting, the Commission voted to take the accreditation process for clinical postgraduate PA programs out of abeyance. A taskforce has been charged with developing a proposal for a new accreditation process, timeline and standards for postgraduate PA programs.*

*This taskforce plans to develop a more efficient process of postgraduate accreditation while maintaining the high standards of education required by the ARC-PA.*

## ARC-PA Seeks Public Commission Member

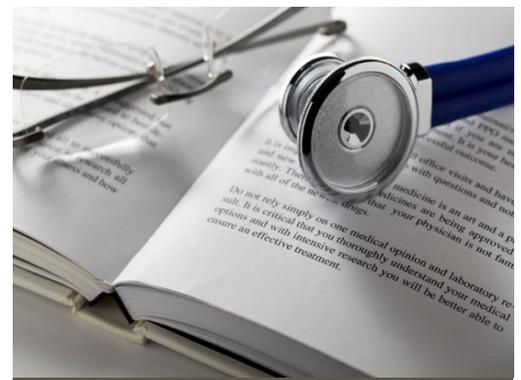
The ARC-PA seeks nominations for a public member commissioner. The Public Member serves as a consumer advocate, representing the public interest in relation to the accreditation of physician assistant programs. The public member commissioner is expected to attend the three commission meetings (March, June and September) of the ARC-PA, contribute to discussions about accreditation status of programs, and participate in site visits to PA programs and as a member of ARC-PA committees or task forces.

The term of appointment is 3 years (January 1, 2019 to December 31, 2021) with an opportunity for re-appointment for a second three-year term. The public member may not derive his or her livelihood from the Physician Assistant profession. Those working in educational administration, health-related organizations, and the accreditation community are not automatically excluded from consideration.

Travel and other direct costs related to the public member attending regular, special, or committee meetings, or site visits will be paid by the ARC-PA. Public Commissioners receive no compensation for their services.

To be considered (nominated or self-declared), please submit a resume and a statement describing your/their interest, experience and background that would support the mission of the ARC-PA.

Materials must be submitted via e-mail to: [sharonluke@arc-pa.org](mailto:sharonluke@arc-pa.org) by August 17, 2018.





# Notes to Programs

*News & Meeting Outcomes from the Commission and ARC-PA Staff*

## **SUBMISSION OF MANUALS AND SYLLABI WITH THE APPLICATION OF RECORD**

**NOTICE:** To programs with applications due including copies of program policy manuals and all course syllabi. Inclusion of these documents with the application **does not** negate the need to append evidence of compliance in the appendices as required throughout the application.

The application submitted by the program to the ARC- PA office continues to be the program's application of record. It is one component of the official program record used by the commission throughout the accreditation review process. Site visitors are not to accept any new or revised application materials from the program at the time of the visit.

However, the commission understands that between the time an application is submitted and the date of a site visit, syllabi, manuals and other documents may be in the process of their regular updates. Programs should not disrupt their process of updating and getting approval for course syllabi and other documents.

Programs are advised to discuss this potential situation with the site visit chair, explaining why the documents seen on site may be different from those in the application. Programs are to have both versions of the documents (those revised and those appended to the application) available for the site visit, highlighting changes made in the revised document. Site visitors will document what was seen on site but use the materials from the application of record to determine compliance with the Standards.

The syllabi and manuals appended to the program's application will be used by the commission, as needed, as evidence of compliance with the Standards.

## **PROGRAM WEBSITE COMPLIANCE AUDIT**

The ARC-PA randomly audits all accredited program websites, checking for the *Standards* required content related to all components of standards A3.14 and A3.15.

The staff reviews web sites for the presence of the required information, verifying that it is readily available and accurate. If the process finds a program not in compliance, an inquiry is sent to the program director asking for an explanation or that corrective action be taken in a specified period of time.

Programs not demonstrating compliance with standards A3.14 and A3.15 may be placed on Administrative Probation by the ARC-PA until such time as corrections are made and validated by the ARC-PA. This accreditation status is posted on the ARC-PA accredited programs web page.

## **COMMISSION ACCREDITATION ACTIVITIES 2018 JUNE**

Action Taken On:

- 1** Continuing program application
- 2** Provisional program applications
- 5** Provisional monitoring applications
- 2** Final Provisional application - Moving from provisional accreditation to continuing
- 3** Program reports due

Expedited Reviews – Total **42** reviews: **32** (report due), **10** (program change)

**3** Referred to full commission

**22** Program Informational Items

## Notes to Program (Cont'd)

([Accreditation actions](#) are posted on the ARC-PA website after each meeting, after all programs have been notified of commission decisions and after the deadline for any appeals which may change a program's status.)

The total number of accredited PA programs as of June 23, 2018 is **236**.

The total number of accredited **clinical postgraduate** programs at present is **8**.

There are **29** programs with an accreditation status of Accreditation-Probation

There are **67** programs with an accreditation status of Accreditation-Provisional

### New Site Visitor Workshop

Just prior to the PAEA Education Forum at the Disneyland Hotel in Anaheim, California the ARC-PA will be welcoming over 30 new site visitor volunteers.

Site visitors serve a critical role in the accreditation process by providing information to the ARC-PA about a PA Program's demonstrated compliance with the Standards. It is through the written report of the site visitors that it is possible to verify, validate and clarify a program's application and self-study information and to receive a perspective about the program's operation that can only be obtained through direct observation.

If you are interested in becoming a site visitor, look for future communication from the ARC-PA with directions for application.

## Welcome New Provisional Programs!

At the June 2018 meeting, the Commission granted Provisional Accreditation to the following programs....

**Lipscomb University**  
Nashville, Tennessee

**California State University – Monterey Bay**  
Marina, California

*The ARC-PA would like you to meet...*

*Davida Robinson*

*Executive Assistant, ARC-PA*

In April 2018, the ARC-PA welcomed Davida Robinson to our team. She joined as the Executive Assistant, reporting directly to the Executive Director, Sharon Luke.

Ms. Robinson has extensive experience as an executive assistant and event planner. Most recently, she worked for Mayor and City Council of Stockbridge, Georgia.

After completing her Bachelor of Arts degree from Johnson C. Smith University, Ms. Robinson is currently working towards her Masters in Business Administration at Strayer University.



*Accreditation Review Commission on Education  
for the Physician Assistant, Inc.*

[www.arc-pa.org](http://www.arc-pa.org)

1200 Findley Road, Suite 275

Johns Creek, GA 30097

Phone: 770-476-1224

Fax: 770-476-1736

Hours: Monday – Friday

8:30am – 5:00pm ET