



**COMMISSION ON ACCREDITATION FOR RESPIRATORY CARE
CONSORTIUM ON-SITE REVIEW AGENDA**

Respiratory Care Standard-Two Day Site Visit Agenda

INSTITUTION NAME: _____

Sunday or Wednesday

Arrival of site visitors Site visitors pre-visit conference (**SV Team Only**)

Monday or Thursday

8:00 AM - 8:30 AM Arrive on Base Campus
8:30 AM – 9:00 AM Meet with Faculty
9:00 AM – 9:30 AM Meet with Administration (***Read Opening Statement**)
9:30 AM – 10:00 AM Meet with Graduates (**Who Should attend? See below...**)
10:00 AM – 11:00 AM Meet with **All** First Year Students
11:00 AM – 11:30 AM Meet with **All** Second Year Students
11:30 AM – 12:00 PM Meet with Medical Director
12:00 PM – 1:00 PM Advisory Committee Luncheon (**no Key Personnel in attendance**)
1:00 PM – 1:30 PM Meet with Clinical Instructors (**Who should attend? See below...**)
1:30 PM – 5:00 PM Review Program Documents
5:00 PM – 5:30 PM Return to hotel

Tuesday or Friday

8:30 – 9:00 Arrive at 2nd Campus - Meet with Administration
9:00 – 9:30 Meet with First Year Students
9:30 – 10:30 Meet with Second Year Students
10:30 – 11:00 Review 2nd Campus specific records (student files, etc.)
11:00 – 12:00 Return to Base Campus
12:00 – 1:00 Lunch
1:00 – 1:30 Clarify concerns with Faculty
1:30 – 3:30 Executive Session (For Site Visitors Only – PD/DCE should be available for clarifications)
3:30 – 4:00 Meet with Faculty to review Site Visit Report (Consultation conference)
4:00 – 5:00 Summation Conference (***Read Closing Statement**)



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Graduates – Graduates from the past five years should be invited with emphasis on most recent graduates. Invite all graduates and try to get a good representation to meet with the site visit team.

Clinical Instructors – If you have paid clinical instructors, all are expected to be in attendance. If you use hospital paid preceptors, work with employers on the Advisory Committee to ensure the attendance of at least one preceptor from each clinical affiliate.

* Opening and closing statements will be signed by the Administration, Program Director, and Site Visit Team Captain.

Please Note: Due to the distance of the satellite program(s), the program might be financially responsible for an additional night of accommodations and/or a 3rd site visitor.