

Attachments (Appendices) for Pre-survey Questionnaire – Technician

Standard 1

Copy of the strategic plan for the program. Label as Appendix A.

Copies of minutes of Advisory Committee meetings for the past year. Label as Appendix B.

List of Advisory Committee members, including title and work location. Label as Appendix C.

Policy for dismissal from the program. Label as Appendix D.

Experiential site information to include: site, contract date, date of last survey, advisory committee approval date (e.g., spreadsheet). Label as Appendix E.

Standard 2

Academic and Professional Record form for the program director. Label as Appendix F.

Academic and Professional Record forms for faculty/instructors. Label as Appendix G.

List of faculty members with their corresponding teaching/course responsibility. Label as Appendix H.

Academic and Professional Record form for each experiential site coordinator. Label as Appendix I.

Standard 3

Master schedule of students' externships, including facility and time (start and end dates and total hours for each rotation for the last 12 months). Label as Appendix J.

Examples of completed experiential site inspection criteria checklists. Label as Appendix K.

Sample completed contract for experiential sites. Label as Appendix L.

Cross reference between goals and syllabi including all courses and components (didactic, simulated, and experiential) that includes schedule of activities, educational goals and objectives. Label as Appendix M.

List of required coursework for award of a certificate and, if applicable, for each type of degree offered. Label as Appendix N.

Standard 4

Informational document outlining purpose of training, prospects for employment, and salary expectations that is given to applicants prior to enrollment (e.g., brochure, student handbook, website link). Appendix O.

Policy for admissions, including policy on background checks and policy on drug testing. Label as Appendix P.

If program includes distance learning, policy for student identification. Label as Appendix Q.

Standard 5

Sample of completed evaluation forms assessing students' achievement in each component of the program (didactic, simulation, experiential). Label as Appendix R.

Description of process for evaluation of faculty by students. Label as Appendix S.

Completed forms used for students' evaluation of experiential site coordinators and the site. Label as Appendix T.

Documentation of students' pass rates on national certification and/or licensure, program completion rate, program satisfaction (student, graduate, employer), and job placement. Label as Appendix U.

Standard 6

Copy of certificate provided to graduating students. Label as Appendix V.