



# ACOTE UPDATE

Academic Leadership Council: September 2024

Dr. Lynn Kilburg, ACOTE Chairperson  
Dr. Teresa Brininger, Director of Accreditation

# Outline

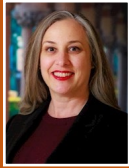
- Thank you for your patience!
- ACOTE Staff Updates
- Standards
- Specific Data
- Reminders
- Upcoming Workshops
- Resources

Thank you!

# eAccreditation Issues

- The developer noted unusual activity and made the decision to shut down the system
- Took longer than anticipated to bring the system back online; impacting programs that had reports due
- Accreditation Department worked to minimize impact to programs by extending deadlines
- The developer has implemented several measures to prevent future issues

# Accreditation Staff Updates



AOTA Chief Executive  
Officer  
Katie Jordan



Director, Accreditation  
Teresa Bringer



Manager,  
Operations  
Kristen Brown



Sr. Manager, Educ &  
Development  
Laura Rea



PM ACOTE Support  
Jerry LeClerc



PM RAE Support  
Shannon Donnelly



Program Assistant  
Afreen Gillani

# Standards

# 2018: A.2.1, A.2.4, A.2.5.

## A.2.1. Program Director; A.2.4. Academic Fieldwork Coordinator; and A.2.5. Doctoral Capstone Coordinator

- *Evidence such as formal documentation of release time must be provided. The letter should describe how the release time is sufficient to meet the needs of the program*
- *You must identify 1 full-time faculty member to fulfill these roles and perform the roles as required by the Standard*



# 2018: A.2.12. Adequate Space

*Programs who are using laboratory space provided by another institution or agency must **provide a written and signed agreement to demonstrate that the space is assigned to the occupational therapy educational program.***



# 2023: A.5.2. Program Length

- **Doctoral:** The degree may be awarded after successful completion and a period of study including **total time to the degree**, and preprofessional and professional preparation which equals a minimum of 6 full-time equivalent **academic years**.
- **Masters:** The degree may be awarded after successful completion and a period of study including **total time to the degree**, and preprofessional and professional preparation which equals 5 full-time equivalent **academic years**, but no more than 6 full-time equivalent academic years.

# 2023: A.5.2. Program Length

## Glossary

- **TOTAL TIME TO DEGREE:** *The total length of the program in weeks, only including the weeks that classes are in session, or the students are on fieldwork or completing the capstone experience.*
- **ACADEMIC YEAR:** *An academic year is a minimum of 30 weeks of instruction time for credit hours and a minimum of 26 weeks of instruction time for clock hours. Full-time equivalent is determined by the institutional policies (U.S. Department of Education, 2021).*

# Program Length (2018 A.5.3./2023 A.5.2.)

*If a program is planning/has implemented a curriculum change that supports compliance with this standard, the catalog, website, and other published material (with an effective date) that is publicly available is considered evidence that the program is compliant with this Standard and can resolve an AON.*

# 2018: A.5.3. Program Length

| <b>Program Level</b> | <b># Programs</b> | <b>% in compliance with standard</b> |
|----------------------|-------------------|--------------------------------------|
| <b>OTA-A</b>         | <b>217</b>        | <b>100%</b>                          |
| <b>OTA-B</b>         | <b>5</b>          | <b>100%</b>                          |
| <b>OTM</b>           | <b>166</b>        | <b>91%</b>                           |
| <b>OTD</b>           | <b>110</b>        | <b>100%</b>                          |

# 2023 Standards Adopted

- **The 2023 Standards will go into effect July 31, 2025**
- Posted on the website in February 2024
- **Additional Resources:**
  - Crosswalk to 2018 Standards ([www.acoteonline.org](http://www.acoteonline.org))
  - 2023 Standards Education Sessions - AOTA store (Continuing Education eLearn Courses) at no cost
  - Self-study workshop ([www.acoteonline.org](http://www.acoteonline.org))
- eAccreditation transition planning
  - eAccreditation will reflect the 2023 ACOTE Standards if your on-site is after July 31, 2025.
  - If it does not contact the Accreditation staff ([accred@aota.org](mailto:accred@aota.org))

# Specific Data

# Most Commonly Cited Standards

- A.2.1 Program Director
- A.2.2 FTE Faculty Composition
- A.3.7 Advising by Faculty
- A.4.1 Accurate Program Publication
- A.4.2 Publication of Program Outcomes
- A.5.5 Curriculum Design
- A.5.7 Written Syllabi and Assessment Strategies
- A.6.1 Strategic Plan
- A.6.2 Professional Development Plans
- A.6.3 Program Evaluation



# Numbers of Programs in the Accreditation Process:

| Program Status                | OTD | OTM | OTA-B | OTA-A | Total |
|-------------------------------|-----|-----|-------|-------|-------|
| Accredited                    | 110 | 166 | 5     | 217   | 498*  |
| Candidate or Preaccreditation | 65  | 14  | 11    | 3     | 93    |
| Applicant                     | 51  | 16  | 5     | 11    | 83    |
| <b>Total</b>                  | 226 | 196 | 21    | 231   | 674   |

\*Of the total Accredited programs, 16 OTM and 10 OTA programs have Accreditation-Inactive status.

# Reminders

# Annual Fees – Due October 15

- Annual fees are due each year from **ALL** accredited programs, including the year in which an on-site evaluation is scheduled.
- For new programs, the annual fee becomes effective with the first full academic year for which the program has accreditation status.
- See the current Fee Schedule ([ACOTE Policy V.A. Fees](#)).
- Invoices for the 2024 annual fees have been e-mailed to program directors. Payment is due on or before **October 15, 2024, to avoid late fees and being placed on probation.**
- Notify the Accreditation Department at [accred@aota.org](mailto:accred@aota.org) if you have not received your annual fee invoice.

# Interim Reports – Due April 18

- Interim reports opened in September 2024 and are due **April 18, 2025**.
- Programs will complete the Interim Report **using the 2018 Standards**. Check your eAccreditation Portal TIMELINE tab to determine if your program is scheduled to complete an interim report this academic year.
- The 2018 Self-Study Guide, located on our website, is a good resource regarding the Standards that need to be addressed and instructions on how to address the required Standards.

# Interim Reports Webinars

- Provides an overview of the Standards reflected in the report and overall expectations of an Interim Report.
- There will be a question-and-answer session at the end of the webinar.
- Will be offered in the fall and winter.
- Registration available on the ACOTE website

# Reminders

- Action letters are sent to programs within **6 weeks** of a meeting.
- Ensure your website is current and accurate. Use the “Sample Program Webpage” under [Resources / Forms and Templates](#) on the ACOTE website and the 2018 ACOTE Standards to ensure compliance.
- Ensure your “FACULTY” tab in the eAccreditation portal is updated.
- Standard A.1.5. requires programs to Inform ACOTE **within 30 days** of the resignation of the program director or appointment of a new or interim program director.

# Reminders

- If there is a discrepancy in your NBCOT data, you must contact NBCOT directly. ACOTE receives and uses the information directly from NBCOT.
- It is the responsibility of the program director to remain current with the most recent Standards Interpretive Guide and ACOTE® policies located on [www.acoteonline.org](http://www.acoteonline.org). Updates to these documents are reported on the ACOTE® website after each ACOTE® meeting.
- Please do not respond or reply all to emails from ACOTE Online (e.g., action letters), that email box is not monitored.

# Upcoming Workshops



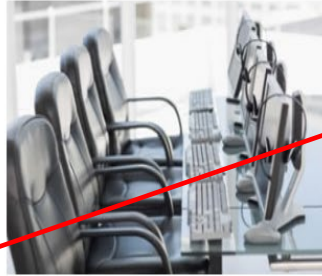
# Workshops

REGISTER AT:  
[www.acoteonline.org!](http://www.acoteonline.org)

- **Self-Study Preparation Workshop.** Dates and registration information can be found at [www.acoteonline.org](http://www.acoteonline.org)
  - **October 8-9, 2024 (virtual)**
- **Interim Report Webinars:** We are excited to announce the launch and registration availability for our enhanced Interim Report Workshops. These workshops are now half-day (4-hours) sessions and will comprehensively review the Interim Report Standards, submission, and post-submission processes.
  - **November 13, 2024**
  - **January 14, 2025**
  - **February 20, 2025**
- **GO to the Events & Workshops page of our website to register.**

# Workshops

Accreditation Actions  
**Events & Workshops**  
News & Updates  
Newsletters Archives



## Educators

Resources for educators and administrators to assist with the accreditation process.



## Become Accredited

Resources for institutions that want to develop a program in occupational therapy.



## Students

Resources for students to find a school and learn more about occupational therapy.

## ACOTE Standards

## Policies & Procedures

## News & Updates

## Accreditation Actions

## Compliments & Complaints

## Accreditation Visits

# Resources

# ACOTE Website

[www.acoteonline.org](http://www.acoteonline.org)



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[Educators](#)

[Become Accredited](#)

[Students](#)



- Self-Study Guide and Interim Report Guide
- How to add a user to eAccreditation
- Policies and Procedures
- Accreditation Standards: Always refer to the Standards on website (Interpretative Guide may be updated after ACOTE meetings)
- Q&As

# Newsletters and Virtual Meetings

- **Director's Update**
  - Posted on the ACOTE website after every ACOTE meeting
  - Up to date information regarding Standards' Interpretations and policy changes
  - Previous publications of the PD Newsletters are posted under "News and Updates"
- **"Conversations with ACOTE"** – scheduled after each ACOTE meeting

# Accreditation Staff

For the most accurate information contact the accreditation staff at [accred@aota.org](mailto:accred@aota.org)

Do not email or reply to ACOTE Online that box is not monitored

# Questions?

