



## **Review of an Accrediting Agency's Comparability To IAOMC's Standards and Process**

1. Any medical school applying for IAOMC Global accreditation may request their accreditation standing by a accrediting agency be reviewed for comparability to IAOMC's standards and process. If found comparable, the applicant school may apply for recognition of bring accredited via this abbreviated, fast track process. The applicant school must provide following to IAOMC's Executive Director; all their completed documents along with exhibits or attachments, site visiting team final report, final findings (Must be within five years) and annual or supplemental reports provided to its accreditor and,
  - I. A comprehensive update, and
  - II. Supplement information/documentation required by IAOMC if it is not within the information supplied and
  - III. A completed Comparability Application and payment of \$2,000.00 application fee.
  - IV. If all the above is reviewed and deemed sufficient by IAOMC's expert to find agency's comparability to IAOMC standards and process then the Board will consider it's expert's report. If the Board agrees, an abbreviated three person site visit team will be arranged to validate the underlying documentation and the updated materials.
  - V. If after review of the submission and considering the expert's report the Board does not find the agency comparable then it must provide a detailed explanation on its reason(s) and what it is the Board will require for approval.
  - VI. If possible, the applicant resolves the requirements within an agreed time frame and complies with the stated concerns the application will be reconsidered.
2. However, the applicant school may always resubmit an application for accreditation in a regular submission track.

Once an agency is found to have comparable standards and process thereafter will have a rebuttable presumption of comparability for all schools it currently

accredits. from that date forward any of its accredited schools may proceed with the following steps;

Process for Schools accredited by an agency using comparable standards and process.

Step 1.

Applicant submits a copy of all documents, site team report, annual reports, supplementary information and correspondence between the applicant and the accreditor along with the preliminary assessment escrow fee. Notice is posted on IAOMC website stating; "- [school name]- has made application for review and accreditation, any person or organization wishing to make comment is invited to do so."

Step 2.

An evaluator is selected by the Executive Director. Applicant is sent the curriculum vitae of proposed data base evaluator. If there is an objection to the evaluator, applicant will provide a written objection to the Board which will make the selection within ten days.

Step 3.

The Evaluator first reviews all the documents, site team report, annual reports, supplement covering any information IAOMC requires that was not required by their accreditor and correspondence between the applicant and the accreditor for clarity and completeness. If found unclear or incomplete, the processing is tabled and the applicant will be immediately provided with details. The process continues when all the documentation is clear and complete.

Step 4.

Next, the Evaluator reviews any evidence to determine if the presumptive compliance is rebutted. If such evidence exists the Evaluator will report to the applicant the reasons for his or her determination. Should applicant contest such finding it will prepare a document for submission to the Board. Both the Evaluator and the applicant may appear before the Board for its decision. If rebuttal of presumptive approval is found the application is tabled until the issue is fully resolved.

Step 5.

In the event Evaluator finds apparent compliance, three proposed site visitors are chosen by the Chair of the Site visitor Panel. The composition of the site visitors shall be; one basic scientist, one clinical scientist and one administrator. Applicant has ten days to file with the Board written objection to any proposed site visitor for its determination. When the site visitors are finally selected the evaluator will forward site visitor's proposed instructions to the applicant for review and comment. Any public comment will be considered. Little weight will be given to unsigned or unsubstantiated reports. The time for applicant to provide any comment or objection to the proposed instructions is one week after receipt of the site visitor instructions. Evaluator will consider any applicant comments or objections and send the instructions to site visiting team.

Step 6.

After inspection fee is paid the dates for inspection and verification visit are agreed upon.

Step 7.

Site visitors arrive and complete their review within the three scheduled days. Each site visitor provides his or her report to the Chair of the site visiting team within a week of his or her return. The Team Chair prepares a summary report to the Evaluator within the following week and attaches the site visitor's reports. The applicant receives a copy of this report and may also provide written comment to the Evaluator. The Evaluator reviews the summary report and provides any comments he or she may wish to offer and forwards the documents to the applicant and the Board. If applicant agrees with the report and any concerns it may contain applicant should submit a written plan addressing resolution of concerns and its proposed schedule for full compliance within ten days after receipt. If the applicant disagrees with the report or any concern written objects must be filed within ten days after receipt.

Step 8.

The Board meets in an announced, noticed public meeting, considers any document or comment offered from any source and reaches its decision. In the event the Board agrees with the concerns it will provide a schedule for applicant to document compliance. Should the Board find verification of compliance necessary, an unannounced supplementary special visit will be made. The supplementary review will be confined to verify compliance with the concern that is the subject of the visit.

Step 9.

An accredited applicant may choose to become a full member of the Association, appoint its Board Member and share in all the rights, privileges and responsibilities of the Association.