

# 2025 TEMPLATE CAA Application - Speech-Language Pathology

## General Information & Instructions

Reports submitted to the CAA are major sources of substantiating information about elements of an education program in relation to its compliance with the Standards for Accreditation of Graduate Education Programs in Audiology and Speech-Language Pathology. Programs must report on the continuity and recovery of the program's operations if events occur that significantly interrupt normal institutional operations, as applicable. It is the responsibility of the program director to submit completed reports to the CAA on or before the due date.

Programs are required to submit accreditation review materials by February 1 or August 1, except for programs applying for candidacy status for which applications are scheduled to be submitted January 1 or July 1. Due dates for programs that hold an accreditation status, e.g., accredited, candidate, are assigned based on the dates of the programs' accreditation or candidacy cycles. Accreditation reports must be filed through the on-line reporting system unless otherwise directed.

The CAA has provided programs with a [PDF slide show](#) and [YouTube video tutorial](#) that gives a basic overview of accessing and using the Armature Fabric platform, along with other helpful resources, on the [Resources page of the CAA website](#).

### I. Entering Responses

- a. Save often! When entering data, clicking the NEXT button will advance you to the next section of the instrument, however the SAVE feature should be used often to prevent loss of data.
- b. If more than one user is accessing the report instrument to provide data, report editors should not work on the same Standard section simultaneously. Changes to a page may not save correctly if multiple users have the same Standard page open at the same time.
- c. Whenever possible, responses to questions within this instrument should be **plain, unformatted text**. Using other text formatting may cause the system to slow. If content needs to be added from a website, Word document, or other computer application, users should do the following:
  - i. Open Notepad or a similar application to create a new text file.
  - ii. Copy the desired content from the website, Word document, or other application.
  - iii. Paste the copied content into the Notepad text file (this will strip out formatting).
  - iv. Copy your now unformatted content from the text file and paste into the report.

### II. Responding to Prior Concerns

- a. You **must** respond to any non-compliance citations or areas for follow-up that were noted on the previous Accreditation Action Report. There is a text box at the start of each standard section to respond to prior concerns.

- b. When providing supporting evidence to the CAA for Standards and any prior concerns, refer to the [Document Guidance](#) resource from the CAA website for possible sources of evidence to provide in your response.

### III. Use of Distance Education Technologies

- a. If (during the last reporting period) your program offered (or is currently offering) coursework via distance education *or* if your program has been approved for a permanent distance education modality, your program **must** address institutional policies regarding verification of student identity.
- b. Standard 4.10 states the following:
- **Standard 4.10: The program must adhere to its institutional policies and procedures to verify that a student who registers for a distance education course or program is the same student who participates in and completes the program and receives the academic credit.**
    - The program must document that the institutional policies regarding verification of a student's identity are followed and implemented and applied consistently.
    - The program must make clear that the identities of students enrolled in a distance education course or program are protected.
      - All programs who utilized distance education technologies, even if on a temporary basis, are required to answer the questions related to distance education.
- c. The online report instrument is designed with conditional logic throughout so that if the response under the modalities section is "yes", additional questions related to distance education will appear for you to respond to.

### IV. Submitting Your Report

- a. Before submitting:
- i. Review and verify all data reported is accurate and current.
  - ii. Ensure that all links to websites are accurate and are working.
- b. **Only Program Directors may submit the application. To submit the application, you must click the submit button at the bottom of the instrument and confirm that you are submitting your accreditation application. You can verify that you have submitted your application by clicking the Instruments tab and reviewing the status of this application instrument.**
- c. It is understood that any information submitted for the purposes of this evaluation shall be used to determine compliance with CAA Standards; furthermore, non-identifying program data may be analyzed and published in the aggregate in order to further the purpose of the CAA, which is to assure quality in preparation of students in audiology and speech-language pathology to serve the professions and the public.

### V. Additional Resources

- a. Refer to the following policies regarding report submission and timelines which are outlined in the [Accreditation Handbook](#) (Chapter XI. EXPECTATIONS OF PROGRAMS). Make sure you are familiar with the rationale, criteria, and timelines for each of these policies.
- i. Requests for Submission Extension (Chapter XI.C)
  - ii. Administrative Probation (Chapter XI.D)
  - iii. Lapse of Accreditation (Chapter XI.E)

- b. Additional reporting resources may be found on the CAA website (<https://caa.asha.org/Resources/>) and include data collection worksheets, templates for documents to be uploaded with your CAA report, additional documentation guidance (<https://caa.asha.org/siteassets/files/accreditation-standards-documentation-guidance.pdf>), and other information about submitting your CAA report.

## Institution Description and Authorization

### No document provided

Download, complete, and save the **Accreditation Authorization form**, then upload that document to this question.

*The institution desires that its graduate education program leading to a master's degree in speech-language pathology or a clinical doctoral degree in audiology be accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association (ASHA) and hereby applies for an evaluation of this graduate education program. It is understood that the evaluation will be conducted in accordance with the procedures set forth in the (CAA) [Accreditation Handbook](#). The institution agrees to cooperate fully in the evaluation procedures therein described; including furnishing such written information to the CAA as shall be required for the evaluation and arranging of a site visit to the education program.*

*The institution of higher education verifies that it has conducted a comprehensive self-analysis that demonstrates how the program has met each of the accreditation standards. The results of this analysis are documented in this accreditation application.*

The signatures of the President of the institution, or designee, and the Program Director attest to adherence of the conditions stipulated in the attached Accreditation Authorization.

Has the program been awarded a Federal grant?

### Modalities

**If coursework is offered via distance learning (DE) or satellite campus, then any changes and updates in both residential and DE and/or satellite must be noted throughout the report with respect to all program offerings.**

**\*\*Your response to the following questions could enable additional questions to appear within this report. If you later alter your response to these questions, you risk losing information entered.\*\***

**Are graduate courses for the entry-level graduate program available through distance education?**

Yes, 50% or more of the academic credit hours

**Are you reporting this level of course offerings to the distance education modality to the CAA for the first time?**

**If you are reporting on 50% or more of academic credit hours for the first time, you must submit an application for substantive change offering a Distance Education modality. Contact the accreditation office at [caareports@asha.org](mailto:caareports@asha.org) for more information about substantive changes.**

**Is this graduate program or a component of the program offered through a satellite location?**

Yes, 50% or more of the academic credit hours

**Are you reporting this level of course offerings at the satellite location(s) to the CAA for the first time?**

**If you are reporting on 50% or more of academic credit hours for the first time submit an application for substantive change offering a satellite location. Contact the accreditation office at [caareports@asha.org](mailto:caareports@asha.org) for more information about substantive changes.**

No response provided

## Standard 1.1 Institutional Accreditation

**The sponsoring institution of higher education holds current institutional accreditation.**



*Requirement for Review:*

- The institution of higher education within which the audiology and/or speech-language pathology program is housed must hold institutional accreditation from one of the following institutional accrediting bodies:
  - Middle States Commission on Higher Education;
  - New England Commission of Higher Education;
  - North Central Association of Colleges and Schools, The Higher Learning Commission;
  - Northwest Commission on Colleges and Universities;
  - Southern Association of Colleges and Schools, Commission on Colleges;
  - Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities.

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 1.1 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Name of Institutional Accreditor:**

**Provide the URL from your Institutional Accreditor's website that specifically shows your institution's accreditation information. You will need to navigate to your institution's page and then provide the URL in the field below:**

**Is the institution currently undergoing review by the Institutional Accreditor?**

**List all institutions participating in the consortium, the institutional accreditation for the participating entity, and which entity(s) will be granting the degree.**

Check the Degree Granting Entity (Check all that apply)	Name of Institution	Name of Institutional Accreditor
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**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.1.**

## Standard 1.2 Degree Granting Authority

**The sponsoring institution of higher education must be authorized to provide the program of study in audiology and/or speech-language pathology.**



### *Requirement for Review:*

- The sponsoring institution of higher education must be authorized under applicable laws or other acceptable authority to provide the program of post-secondary education.
- The sponsoring institution of higher education must have appropriate graduate degree-granting authority.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.2 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Is this your program's initial application for accreditation (i.e. you did not go through candidacy, you have not previously held accreditation)?**

No response provided

**Provide documentation that the sponsoring institution of higher education has appropriate graduate degree-granting authority.**

No document provided

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.2.**

### Standard 1.3 Mission, Goals and Objectives

**The program has a mission and goals that are consistent with preparation of students for professional practice.**



*Requirement for Review:*

- The mission statement and the goals of the program (including religious mission, if relevant) must be presented.
- The program must describe how the mission statement and program goals are used to guide decision making to prepare students for entry level into professional practice in audiology or speech-language pathology.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.3 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then**

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Provide the mission and goals of the program. If the program is part of a consortium, provide the mission statement and goals for each entity within the consortium.

Describe how the program will use the mission and goals statements to guide decision making to prepare students for entry into professional practice in audiology or speech-language pathology.

For which credentials are students prepared? Select all that are relevant to the program's mission and goals.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.3.

#### Standard 1.4 Evaluation of Mission and Goals

The program faculty must regularly evaluate the congruence of program and institutional missions and the extent to which the goals are achieved.



*Requirement for Review:*

- The program monitors its mission and goals to ensure that they remain congruent with those of the institution.
- The program periodically reviews and revises its mission and goals.



- The program systematically evaluates its progress toward fulfillment of its mission and goals.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.4 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Provide the mission statement of the institution and the URL where this may be found if published on the institution's website. If the program is a consortium, include information for all participating entities.**

**What mechanisms are used by the program to regularly evaluate the congruence of the mission and goals of the program and the institution? (Select all that apply)**

**What mechanisms are used by the program to regularly review and revise its mission and goals? (Select all that apply)**

**Describe how the program will systematically evaluate its progress toward fulfilling its mission and goals.**

Describe how the distance education component fits the mission of the overall program and that of the institution.

Describe how the satellite component fits the mission of the overall program and that of the institution.

Describe the explicit rationale for providing the distance education component. Your explanation must discuss the needs addressed specifically by this component.

Describe the explicit rationale for providing the satellite component. Your explanation must discuss the needs addressed specifically by this component.

What mechanisms are used by the program to evaluate regularly the congruence of the distance education component and the institutional goals? (Select all that apply)

What mechanisms are used by the program to evaluate regularly the congruence of the satellite component and the institutional goals? (Select all that apply)

What mechanisms are used by the program to evaluate the extent to which the goals are achieved for the distance education component? (Select all that apply)

What mechanisms are used by the program to evaluate the extent to which the goals are achieved for the satellite component? (Select all that apply)

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.4.

### Standard 1.5 Program Strategic Plan

**The program develops and implements a long-term strategic plan.**



*Requirement for Review:*

- The plan must be congruent with the mission and goals of the program and the sponsoring institution, have the support of the administration, and reflect the role of the program within its community.
- The plan identifies long-term goals, specific measurable objectives, strategies for attainment of the goals and objectives, and a schedule for analysis of the plan.
- The plan must include a mechanism for regular evaluation of the plan itself and of progress in meeting the plan's objectives.
- An executive summary of the strategic plan or the strategic plan must be shared with faculty, students, staff, alumni, and other interested parties.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.5 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the process for creating, implementing, and evaluating the program's strategic plan.**

**Describe the methods used to assure the congruence of the program's strategic plan with the mission and goals of the program and the sponsoring institution.**

**Describe the methods used to ensure that the strategic plan reflects the role of the program within its community.**

**Describe how the disseminated plan is regularly updated to reflect the results of the ongoing evaluation of the plan.**

**Provide an executive summary of the strategic plan that is shared with faculty, students, staff, alumni, and other interested parties.**

**Describe how the executive summary of the strategic plan is disseminated to faculty, staff, alumni, and other interested parties.**

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.5.

## Standard 1.6 Program Authority and Responsibility

**The program's faculty has authority and responsibility for the program.**



*Requirement for Review:*

- The institution's administrative structure demonstrates that the program's faculty is recognized as the body that can initiate, implement, and evaluate decisions affecting all aspects of the professional education program, including the curriculum.
- The program faculty has reasonable access to higher levels of administration.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.6 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Provide an organizational chart that demonstrates how the program fits into the administrative structure of the institution.**

No document provided

**If your program does not have independent departmental status, describe how the program will maintain authority and responsibility for the program within the structure or policies and procedures of the institution.**

**Where is the program housed administratively (e.g., College of Education, School of Medicine)?**

**Describe how the program faculty and instructional staff have authority and responsibility to initiate, implement and evaluate substantive decisions affecting all aspects of the professional education program, including curriculum.**

**Describe the ways in which the faculty have access to higher levels of administration.**

**If applicable, discuss the role of the department chair over the program director/coordinator and any shared responsibilities regarding decisions about faculty, student admissions, curriculum and budget.**

**Explain how the administrative components of the distance education component are integrated with those of the overall program.**

Explain how the administrative elements of the satellite component are integrated with those of the overall program.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.6.

#### Standard 1.7 Program Director

The individual responsible for the program of professional education seeking accreditation holds a graduate degree with a major emphasis in speech-language pathology, in audiology, or in speech, language, and hearing science and holds a full-time appointment in the institution.



*Requirement for Review:*

- The individual designated as program director holds a graduate degree with a major emphasis in speech-language pathology, in audiology, or in speech, language, and hearing science
- The individual designated as program director holds a full-time appointment in the institution.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 1.7 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

**Provide the name of the individual designated as program director below.**

Name of Program Director:	
<input type="checkbox"/>	
Information about reporting changes can be found on the CAA website at <a href="https://caa.asha.org/reporting/reporting-changes/">https://caa.asha.org/reporting/reporting-changes/</a>	

**Date appointed:**

**Is the program director new since submission of the last CAA report?**

**If this program director is serving in an interim capacity, describe the program's specific plans for appointing a permanent program director.**

**Describe how the individual responsible for the program effectively leads and administers the program. Include examples of contributions made by this individual to support your explanation.**

**Clearly describe the responsibilities and qualifications of the individual who has major responsibility for the coordination of activities of the individuals involved in the administration of the distance education component.**



Clearly describe the responsibilities and qualifications of the individual who has major responsibility for the coordination of activities of the individuals involved in the administration of the satellite component.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.7.

### Standard 1.8 Equitable Treatment

The institution and program must comply with all applicable laws, regulations, and executive orders prohibiting discrimination towards students, faculty, staff, and persons served in the program's clinics. This includes prohibitions on discrimination based on any category prohibited by applicable law but not limited to age, citizenship, disability, ethnicity, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, and veteran status.



#### *Requirement for Review:*

- The institution and program must comply with all applicable federal, state, and local laws, regulations, and executive orders prohibiting discrimination, including laws that prohibit discrimination based on age, citizenship, disability, ethnicity, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, and veteran status.
- The program must adhere to its institutional policies and procedures—including non-harassment policies, internal complaint procedures, and appropriate educational programs—to ensure that the program complies with all applicable nondiscrimination statutes and that all staff, faculty, and students are made aware of the policies and the conduct they prohibit.
- The program must maintain, as relevant, a record of internal and external complaints, charges, and litigation alleging violations of such policies and procedures and ensure that appropriate action has been taken.

#### FINDINGS

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If there were areas of non-compliance or follow-up regarding Standard 1.8 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the mechanism(s) used to maintain a record of internal and external complaints, charges, and litigation alleging violations of policies and procedures related to non-discrimination.

Describe the program's policy for ensuring that appropriate corrective action is taken when violations of compliance with non-discrimination laws and regulations occur.

How is information regarding equitable treatment communicated to students? (Select all that apply)

How is information regarding equitable treatment communicated to faculty and staff? (Select all that apply)

If your program has a clinic, how is information regarding equitable treatment communicated to clients? (Select all that apply.)

**Describe the process used by the program to ensure adherence to institutional policies related to non-discrimination, non-harassment, internal complaint procedures, and training to ensure that all staff, faculty and students are made aware of the policies and the conduct they prohibit.**

**Have you ever requested an exemption from any federal anti-discrimination provisions based on your institution's religious tenets?**

**If you have not requested an exemption from federal anti-discrimination provisions, do you believe you qualify for such an exemption? If so, clarify which provisions and for what reasons.**

**Use the text box provided to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.8.**

#### Standard 1.9 Public Information

**The program provides information about the program and the institution to students and to the public that is current, accurate, and readily available.**



#### *Requirement for Review:*

- The program must publish to the general public on its website the program's CAA accreditation status, in accordance with the language specified in the Public Notice of Accreditation Status in the CAA [Accreditation Handbook](#), as required under federal regulations. This must be displayed in a clearly visible and readily accessible location. Additional references to the program's accreditation status must be accurate but need not include all components of the accreditation statement.
- Websites, catalogs, advertisements, and other publications/electronic media must be accurate regarding standards and policies regarding recruiting and admission practices, academic offerings, matriculation

expectations, academic calendars, grading policies and requirements, and fees and other charges.

- The program must make student outcome measures available to the general public by posting the results on the program's website via a clearly visible and readily accessible link.
- The program must make public the number of expected terms for program completion for full-time and part-time students.
- At a minimum, the following results of student outcome measures for the most recently completed 3 academic years must be provided:
  - number and percentage of students completing the program within the program's published time frame for each of the 3 most recently completed academic years,
  - number and percentage of program test-takers who pass the *Praxis*<sup>®</sup> Subject Assessment examination for each of the 3 most recently completed academic years (programs need report only the results once for test-takers who take the test more than one time in the reporting period),
- Student outcome measures must be labeled "Student Achievement Data" or "Student Outcome Data."
  - If both the audiology and the speech-language programs are accredited, separate data tables must be provided for each program.
  - If the program has a distance education component or a satellite campus, the student outcome data must be presented for each modality.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 1.9 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

The CAA requires programs to disclose accurate and complete information on their respective websites about their accreditation status to include the specific degree program holding the accreditation status and the full name, address, and phone number of the accrediting agency: Council on Academic Accreditation in Audiology and Speech-Language Pathology.

See chapter XII.C *Public Notice of Accreditation Status* within the [Accreditation Handbook](#) for guidance and examples of applicable accreditation statements.

Be sure to confirm the current Accreditation Statement is written in accordance with the Accreditation Handbook, then provide the URL where this information can be found:

The CAA has developed guidance on [presenting student achievement data](#) and has created a checklist for programs to use related to Standard 1.9 – Public Information:

- Are the student data labeled as "Student Achievement Data" or "Student Outcome Data"?
- Are the outcome data separated by professional area and modality (if applicable)?
- Do you have the number AND percentage for each of the required outcomes listed?
- Do the data reflect the last 3 mostly recently completed years?
- Are the specific academic years listed, so that timelines are clear to a potential student?
- Do you have written policies and procedures for updating the website content at least annually? If so, where is that documentation stored for faculty/staff to reference? Does it specify *when* the program data will be updated?

Provide the URL where the Praxis pass rates are located on the program's website.

Provide the URL where the completion rates are located on the program's website.

*Programs are advised to compare the student outcome data displayed on the program's website with the Program Completion Rate Calculator worksheet data (submitted under Standard 5.5), as both sets of data should match. More information about calculating program completion rates can be found on the [CAA website](#).*

In addition to publishing these student achievement data (Praxis pass rate and program completion rates) on the program's website, does the program publish student achievement information anywhere else? (Select all that apply)

When is information about the program and institution updated?

What is the process for maintaining the currency and accuracy of public information? (Select all that apply)

Who is responsible for ensuring information is available about the program and the institution to students and to the public? (Select all that apply)

How is public information about your program accessed and readily available? (Select all that apply)

Describe how information regarding the number of expected terms for program completion (full-time, part-time, different delivery modalities, etc.) is made available to the public and to students. If it is available on the program's website, include the specific URL.

Provide the URL where the Praxis pass rates for the distance education component are located on the program's website.

Provide the URL where the Praxis pass rates for the satellite component are located on the program's website.

Provide the URL where the completion rates for the distance education component are located on the program's website.

Provide the URL where the completion rates for the satellite component are located on the program's website.

In addition to publishing these student achievement data (Praxis pass rate and program completion rates) for the distance education component on the program's website, does the program publish distance education student achievement information anywhere else? (Select all that apply)

In addition to publishing these student achievement data (Praxis pass rate and program completion rates) for the satellite component on the program's website, does the program publish satellite student achievement information anywhere else? (Select all that apply)

When is information about the distance education component updated?

When is information about the satellite component updated?

For distance education, what is the process and frequency for updating and maintaining the currency and accuracy of public information? (Select all that apply)

For the satellite component, what is the process and frequency for updating and maintaining the currency and accuracy of public information? (Select all that apply)

Who is responsible for ensuring that information about the distance education component is readily available, current and accurate? (Select all that apply)

Who is responsible for ensuring that information about the satellite component is readily available, current and accurate? (Select all that apply)

How is information about the distance education component provided to the public? (Select all that apply)

How is information about the satellite component provided to the public? (Select all that apply)

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 1.9.

Standard 2.0 Faculty Roster and Details

Provide a full listing of individuals who are currently employed by the university and contribute to the graduate program for which you are seeking accreditation in the table below.

Visit the CAA website [Program Resources](#) webpage to download the [Faculty Roster Summary Worksheet](#). Once this worksheet is completed, upload it below.

No document provided

For each faculty member listed on the Faculty Roster Summary uploaded above, a [Faculty Data Collection Worksheet](#) must be downloaded from the CAA [Program Resources](#) webpage, completed in full, and uploaded to the table below.

*For identification purposes, each Faculty Data Collection Worksheet should be saved using the following format:*

*LastName.FirstName.FacultyData*

*Example: Smith.John.FacultyData*

Once you have uploaded all faculty data collection worksheets, please check the box below confirming that you agree to the attestation statement.

*"I confirm that a current Faculty Data Collection Worksheet for each faculty member that is currently employed by the university and contributes to the graduate program has been uploaded to the Standard 2.0 Faculty Data Worksheet Table. This listing matches the uploaded Faculty Roster Summary Worksheet."*

No response provided

#### Standard 2.1 Faculty Sufficiency – Overall Program

The number and composition of the program faculty (academic doctoral, clinical doctoral, other) are sufficient to deliver a program of study that:

2.1.1 allows students to acquire the knowledge and skills required in Standard 3,

2.1.2 allows students to acquire the scientific and research fundamentals of the discipline,

2.1.3 allows students to meet the program's established goals and objectives,

2.1.4 meets the expectations set forth in the program's mission and goals,

2.1.5 is offered on a regular basis so that it will allow the students to complete the program within the published time frame.

*Requirement for Review:*

- The program must document



- the number of individuals in and composition of the group that delivers the program of study;
- the distribution of faculty in terms of the number of full-time and part-time individuals who hold academic doctoral degrees, clinical doctoral degrees, and master's degrees;
- how the faculty composition is sufficient to allow students to acquire the knowledge and skills required in Standard 3;
- how the faculty composition is sufficient to allow students to acquire the scientific and research fundamentals of the profession;
- how the faculty composition is sufficient to allow students to meet the program's established learning goals and objectives;
- how the faculty composition is sufficient to allow students to meet the expectations set forth in the program's mission and goals;
- how the faculty composition ensures that the elements (classes and clinical practica) of the program are offered on a regular basis so that students can complete the program within the published time frame.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 2.1 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Provide the institution's definition of full-time and part-time student.**

Have there been any faculty changes since your last report to the CAA?

What is the total number of students currently enrolled in the residential component of the CAA accredited graduate education program?

Student Status	Current Report	Prior Report	Percent Change
Full-time			
Part-time			
Total			

What is the total number of students currently enrolled in the distance education component of CAA accredited graduate education program?

Student Status	Current Report	Prior Report	Percent Change
Full-time			
Part-time			
Total			

What is the total number of students currently enrolled in the CAA accredited graduate education program at a satellite campus?

Student Status	Current Report	Prior Report	Percent Change
Full-time			
Part-time			
Total			

Percentage change of enrollment across all modalities:

% Change Full-time	
% Change Part-time	

If student enrollment has increased 50% or more since last year for any modality (residential, distance education, satellite/branch campuses), explain steps taken by the program to ensure:

- Sufficient faculty
- Sufficient financial and other resources
- Students meet student outcome measures (Praxis pass rates, program completion rates)
- Students have access to client/patient base that is sufficient to achieve the program's stated mission and goals and includes a variety of clinical settings, client/patient populations, and age groups.
- Program mission and goals are met
- Long-term stability and quality programming

**Do you offer an undergraduate program in the field of Communication Sciences and Disorders (CSD)?**

**Does your department offer any other graduate programs in addition to the one you are currently reporting on?**

**Provide the program's rationale for reliance on adjunct faculty.**

**Describe the methods that the program uses to ensure that the number of individuals in and the composition of the group that delivers the program of study are sufficient to allow students to:**

Acquire the knowledge and skills in sufficient breadth and depth as required in Standard 3 and meet the expected student learning outcomes
Acquire the scientific and research fundamentals of the profession including evidence-based practice
Meet the program's established learning goals and objectives
Meet other expectations set forth in the program's mission and goals
Complete the program within the published timeframe

Describe the faculty responsibilities for the distance education component. Indicate how the responsibilities for the distance education component impact those for the overall program including teaching load, research time, and the ability to participate in faculty governance.

Describe the faculty responsibilities for the satellite component. Indicate how the responsibilities for the satellite component impact those for the overall program including teaching load, research time, and the ability to participate in faculty governance.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 2.1.

## Standard 2.2 Faculty Sufficiency – Institutional Expectations

The number, composition, and workload of all full-time faculty who have responsibility in the graduate program are sufficient to allow them to meet expectations with regard to teaching, research, and service of the sponsoring institution.



*Requirement for Review:*

- The program must demonstrate that all faculty who have responsibility in the graduate program and have obligations to provide teaching, research, and service as part of their workload
  - are accessible to students,
  - have sufficient time for scholarly and creative activities,
  - have sufficient time to advise students,

- have sufficient time to participate in faculty governance,
- have sufficient time to participate in other activities that are consistent with the expectations of the sponsoring institution.
- The program must demonstrate that all faculty who have responsibility in the graduate program and have obligations to provide clinical education and service as part of their workload
  - are accessible to students,
  - have sufficient time for scholarly and creative activities,
  - have sufficient time to advise students,
  - have sufficient time to participate in faculty governance,
  - have sufficient time to participate in other activities that are consistent with the expectations of the sponsoring institution.
- The program must demonstrate that faculty who are tenure eligible have the opportunity to meet the criteria for tenure of the sponsoring institution.
- The program must demonstrate that faculty who are eligible for promotion have the opportunity to meet the criteria for promotion of the sponsoring institution.
- The program must demonstrate that faculty who are eligible for continuing employment have the opportunity to meet the expectations for continued employment of the sponsoring institution.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 2.2 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**What is the institution's formula for assigning faculty workload?**

**Describe any exceptions to the institution's policy for assigning faculty workload that are currently being employed. Provide the rationale for making this exception.**

**Describe the methods that the program uses to ensure that faculty (including adjuncts) who have responsibility in the graduate program and who have obligations to provide teaching, research, and service as part of their workload.**

Are accessible to students
Have sufficient time to advise students (if required)
Have sufficient time to pursue scholarly and creative activities, and participate in faculty governance and other activities that are consistent with the expectations of the sponsoring institution

**Describe the methods that the program uses to ensure that faculty (including adjuncts) who have responsibility in the graduate program and who have obligations to provide clinical education and service as part of their workload.**

Are accessible to students
Have sufficient time to advise students (if required)

Have sufficient time to pursue scholarly and creative activities, and participate in faculty governance and other activities that are consistent with the expectations of the sponsoring institution

**Describe the processes that the program uses to ensure that tenure-eligible faculty have the opportunity to meet the criteria for tenure of the sponsoring institution.**

**Describe the processes that the program uses to ensure that faculty who are eligible for continuing their employment have the opportunity to meet the criteria for continued employment of the sponsoring institution.**

**Describe the processes that the program uses to ensure that faculty will have the opportunity to participate in other activities consistent with institutional expectations.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 2.2.**

**All faculty members (full-time, part-time, adjuncts), including all individuals providing clinical education, are qualified and competent by virtue of their education, experience, and professional credentials to provide academic and clinical education as assigned by the program leadership.**



*Requirement for Review:*

- The program must demonstrate that the qualifications and competence to teach graduate-level courses and to provide clinical education are evident in terms of appropriateness of degree level, practical or educational experiences specific to responsibilities in the program, and other indicators of competence to offer graduate education.
- The program must demonstrate that all individuals providing didactic and clinical education, both on-site and off-site, have appropriate experience and qualifications for the professional area in which education is provided.
- The program must demonstrate that the faculty possess appropriate qualifications and expertise to provide the depth and breadth of instruction for the curriculum as specified in Standard 3.
- The program must demonstrate that the majority of academic content is taught by doctoral faculty who hold the appropriate terminal academic degree (PhD, EdD).

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 2.3 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**



If the information provided in the Standard 2.0 Faculty and Standard 3.0B Courses sections does not demonstrate that the majority of academic content is taught by doctoral faculty who hold a PhD or EdD degree, provide rationale.

**NOTE:** *The majority of academic content should be calculated based on credit hours (not the number of courses) for academic courses only, not clinical coursework.*

*Academic content includes lectures or other pedagogical methods, laboratory experiences, and/or clinically related activities or experiences provided within the context of a credit-earning didactic course or research experience.*

Briefly summarize the institution's expectations for granting tenure. Provide the URL for the institution's policy if available.

Describe how verification of supervisor certification is completed.

Identify who is responsible for verifying that all clinical supervision of clock hours counted for **ASHA certification** requirements is provided by persons who currently hold the ASHA CCC in the appropriate area. (Select all that apply)

Describe how the program ensures that all clinical supervision of clock hours counted for **ASHA certification** requirements is provided by persons who currently hold the ASHA CCC in the appropriate area.

When does the program verify ASHA certification status for individuals providing supervision?

Describe how the program verifies that individuals providing supervision hold credentials consistent with state licensure requirements?

Who is responsible for verifying that credentials for individuals providing supervision are consistent with state licensure requirements? (Select all that apply)

When does the program verify the state licensure status for individuals providing supervision?

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 2.3.

#### Standard 2.4 Faculty Continuing Competence

**All faculty members maintain continuing competence and demonstrate pursuit of lifelong learning.**



*Requirement for Review:*

- The program must demonstrate that all individuals who have responsibility to deliver academic and clinical components of the graduate program maintain continuing competence.
- The program must demonstrate that all individuals who have responsibility to deliver the graduate program pursue lifelong learning.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 2.4 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the

program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

How do faculty obtain continuing competence in a variety of ways, including course and curricular development, professional development, and research activities?

Describe training provided to faculty in regard to distance education technology and the unique requirements for such components.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 2.4.

Standard 3.0B Courses

Visit the CAA website [Program Resources](#) webpage to download and save the [Standard 3.0 Courses Worksheet](#). Once this worksheet is completed, upload it below.

**\*Note: Any currently assigned instructors listed on the Courses Worksheet should also be listed on the Faculty Roster Summary Worksheet.**

No document provided

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's courses.**

### Standard 3.1B Overall Curriculum

**An effective entry-level professional speech-language pathology program allows each student to acquire knowledge and skills in sufficient breadth and depth to function as an effective, well-educated, and competent clinical speech-language pathologist (i.e., one who can practice within the full scope of practice of speech-language pathology). The education program is designed to afford each student with opportunities to meet the expectations of the program that are consistent with the program's mission and goals and that prepare each student for professional practice in speech-language pathology.**



#### *Requirement for Review:*

The master's program in speech-language pathology must perform the following functions.

- Provide the opportunity for students to complete a minimum of 400 supervised clinical practice hours, 25 of which may be in clinical observation; 325 of these hours must be attained at the graduate level. The supervised clinical experiences should be distributed throughout the program of study.
- The program must provide sufficient breadth and depth of opportunities for students to obtain a variety of clinical education experiences in different work settings, with different populations, and with appropriate equipment and resources in order to acquire and demonstrate skills across the scope of practice in speech-language pathology, sufficient to enter professional practice. Typically, the achievement of these outcomes requires the completion of 2 years of graduate education or the equivalent.
- Establish a clear set of program goals and objectives that must be met for students to acquire the knowledge and skills needed for entry into professional practice.
- Establish a clear process to evaluate student achievement of the program's established objectives.
- Offer opportunities for each student to acquire the knowledge and skills needed for entry into professional practice, consistent with the scope of practice for speech-language pathology, and across the range of practice settings.

- Offer a plan of study that encompasses the following domains:
  - professional practice competencies;
  - foundations of speech-language pathology practice;
  - identification and prevention of speech, language, and swallowing disorders and differences;
  - assessment of speech, language, and swallowing disorders and differences;
  - intervention to minimize the impact for speech, language, and swallowing disorders and differences.
- Offer high quality learning environments that are learner centered, knowledge and skill centered, and assessment centered.
- Offer the academic and clinical program on a regular basis so that students are able to satisfy degree and other requirements within the program's published time frame.
- Offer opportunities for students to qualify for state and national credentials that are required for entry into professional practice, consistent with the program's mission and goals (e.g., state license, state teacher certification, national credential).

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.1B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**How are credit hours offered at the institution?**

**Provide the URL for the current graduate program course descriptions.**

Based on full-time enrollment, indicate the academic and clinical requirements for the degree, including the minimum number of graduate semester/quarter credit hours required to earn the degree.

Requirements	Number of Credits
Minimum required academic credits	
Minimum elective academic credits	
Minimum required practicum/clinical credits	
Minimum elective practicum/clinical credits	
Minimum required research credits (include dissertation if applicable)	
Minimum elective research credits (include dissertation if applicable)	
Indicate any other requirements below:	
Total:	

Describe how the courses offered by distance education are equivalent to those that are offered in the residential program, including number of credits, availability, sequence, etc.

Indicate the mechanisms that will be used by faculty to substantively engage students enrolled in the distance education component in teaching, learning, and assessment. (Select all that apply)

Describe how the courses offered by satellite are equivalent to those that are offered in the residential program, including the number of credits, availability, sequence, etc.

Describe how the curriculum is consistent with the mission and goals of the program.

Download, complete, and save this [Knowledge and Skills chart](#) document, then upload the completed document to this question.

No document provided

**How do students entering the graduate program with degrees from other disciplines complete the prerequisite academic and clinical requirements? (Select all that apply)**

**Indicate the assessments used to ensure students have oral and written communication skills sufficient for professional practice. (Select all that apply)**

**Indicate how graduate students earn graduate credit when a course may be taken for either graduate or undergraduate credit. (Select all that apply)**

***Note:** A different grading scale alone would not meet the intent of this standard.*

**Describe the process for verifying the successful completion of the minimum clinical experience required for each student in the graduate program of study.**

**Describe how the professional practice competencies of accountability, effective communication skills, evidence-based practice, and professional duty, are infused throughout the curriculum.**

**Describe how the professional practice competencies are demonstrated, assessed, and measured, including inter-professional education and supervision.**

**List the ways in which students obtain academic and clinical education pertaining to normal and impaired human development across the life span.**

**How do students obtain information about the interrelationship of speech, language, and hearing in the discipline of human communication sciences and disorders? (Select all that apply)**

**Describe how contemporary professional issues (such as reimbursement and credentialing regulations) are presented in the curriculum.**

**Describe how the program guides students to assess the effectiveness of their clinical services?**

**Does the program offer clinical education for undergraduates?**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.1B.**

#### Standard 3.2B Curriculum Currency

**An effective speech-language pathology program is characterized by planning and organization, is reviewed systematically and on a regular basis, and is consistent with current knowledge and practice guidelines of the profession.**



*Requirement for Review:*

- The program must demonstrate that the
  - curriculum is planned and based on current standards of speech-language pathology practice;



- curriculum is based on current literature and other current documents related to professional practice and education in speech-language pathology;
- curriculum is delivered using sound pedagogical methods;
- curriculum is reviewed systematically and on a regular basis;
- review of the curriculum is conducted by comparing existing plans with current standards of speech-language pathology practice, current literature, and other documents related to professional practice and education in speech-language pathology.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.2B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the curriculum planning process used by the program.**

**How did the program use literature and other guiding documents to facilitate curriculum planning?**

**Describe the pedagogical approaches that the program will use to deliver the curriculum.**

**Describe the mechanisms and schedule that the program will use to review and update the academic and clinical curriculum to reflect current knowledge, skills, technology, and scope of practice.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.2B.**

### Standard 3.3B Sequence of Learning Experiences

**An effective speech-language pathology program is planned and delivered in an organized, sequential, and integrated manner to allow each student to meet the program's established learning goals and objectives and develop into a competent speech-language pathologist.**



*Requirement for Review:*

- The program must demonstrate how the courses and clinical experiences are organized and sequenced and allow for integration across all elements of the program.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.3B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Provide a typical academic program, showing the sequence of courses and clinical experiences.

Provide a typical academic program, showing the sequence of courses and clinical experiences for the distance education component.

Provide a typical academic program, showing the sequence of courses and clinical experiences for the satellite component.

Describe any differences in the expected sequence of courses and clinical experiences that result from different tracks.

For the distance education component describe any differences in the expected sequence of courses and clinical experiences that result from different tracks.

For the satellite component, describe any differences in the expected sequence of courses and clinical experiences that result from different tracks.

Describe the method(s) used to organize, sequence, and provide opportunities for integration across all elements of the content.

Provide two (2) examples of the sequential and integrated learning opportunities.

Example One:

Example Two:

Describe how the organization, sequential nature, and opportunities for integration allow each student to meet the program's established learning goals and objectives.

When a student is assigned to a clinical experience before or concurrent with appropriate coursework, how does the program ensure that the student is appropriately prepared for this clinical experience? (Select all that apply)

**If students are assigned to a clinical experience before or concurrent with appropriate coursework, how does the program evaluate the adequacy and effectiveness of the activities used to ensure the student is appropriately prepared for the clinical experience?**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.3B.**

#### Standard 3.4B Diversity Reflected in the Curriculum

**An effective speech-language pathology program is organized and delivered in such a manner that diversity, equity, and inclusion are reflected in the program and throughout academic and clinical education.**



#### *Requirement for Review:*

- The program must provide evidence that diversity, equity, and inclusion are incorporated throughout the academic and clinical program, in theory and practice.
- The program must provide evidence that students are given opportunities to identify and acknowledge approaches to addressing culture and language that include cultural humility, cultural responsiveness, and cultural competence in service delivery.
- The program must provide evidence that students are given opportunities to identify and acknowledge the impact of both implicit and explicit bias on clinical service delivery and actively explore individual biases and how they relate to clinical services.
- The program must provide evidence that students are given opportunities to identify and acknowledge:
  - The impact of how their own set of cultural and linguistic variables affects patients/clients/students care. These variables include, but are not limited to, age, disability, ethnicity, gender expression, gender identify, national origin, race, religion, sex, sexual orientation, or veteran status.
  - The impact of cultural and linguistic variables of the individual served may have on delivery of effective care. These variables include, but are not limited to, age, disability, ethnicity, gender expression, gender identity, national origin, race, religion, sex, sexual orientation, or veteran status.

- The interaction of cultural and linguistic variables between the caregivers and the individual served. These variables include, but are not limited to, age, disability, ethnicity, gender expression, gender identity, national origin, race, religion, sex, sexual orientation, or veteran status.
- The social determinants of health and environmental factors for individuals served. These variables include, but are not limited to, health and healthcare, education, economic stability, social and community context, and neighborhood and built environment, and how these determinants relate to clinical services.
- The impact of multiple languages and ability to explore approaches to addressing bilingual/ multilingual individuals requiring services, including understanding the difference in cultural perspectives of being d/Deaf and acknowledge Deaf cultural identities.
- The program must provide evidence that students are given opportunities to recognize that cultural and linguistic diversity exists among various groups, including among d/Deaf and hard of hearing individuals, and foster the acquisition and use of all languages (verbal and nonverbal), in accordance with individual priorities and needs.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.4B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe how and where diversity, equity, and inclusion are incorporated throughout the academic and clinical program, in theory and in practice.**

**Describe how students are given opportunities to identify and acknowledge approaches to addressing culture and language that include cultural humility, cultural responsiveness, and cultural competence in service delivery.**

**Describe how students are given opportunities to identify and acknowledge the impact of both implicit and explicit bias on clinical service delivery and actively explore individual biases and how they relate to clinical services.**

**Note:** *For each of the following questions, “variables” include, but are not limited to, age, disability, ethnicity, gender expression, gender identify, national origin, race, religion, sex, sexual orientation, or veteran status.*

**Describe how students are given the opportunities to identify and acknowledge the impact of how their own set of cultural and linguistic variables affects clients/patients/students' care.**

**Describe how students are given the opportunities to identify and acknowledge the impact cultural and linguistic variables of the individual served may have on delivery of effective care.**

**Describe how students are given the opportunities to identify and acknowledge the interaction of cultural and linguistic variables between the caregivers and the individual served.**

**Describe how students are given the opportunities to identify and acknowledge the social determinants of health and environmental factors for individuals served.**

**Describe how students are given the opportunities to identify and acknowledge the impact of multiple languages and ability to explore approaches to addressing bilingual/ multilingual individuals requiring services, including understand the difference in cultural perspectives of being d/Deaf and acknowledge Deaf cultural identities.**

**Describe how students are given opportunities to 1) recognize that cultural and linguistic diversity exists among various groups, including among d/Deaf and hard of hearing individuals, and 2) foster the acquisition and use of all languages (verbal and nonverbal), in accordance with individual priorities and needs.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.4B.**

Standard 3.5B Scientific and Research Foundation

**An effective speech-language pathology program is organized so that the scientific and research foundations of the profession are evident.**



*Requirement for Review:*

- The program must demonstrate the procedures used to verify that students obtain knowledge in
  - the basic sciences and statistics;



- basic science skills (e.g., scientific methods, critical thinking);
- the basics of communication sciences (e.g., acoustics, linguistics, and neurological processes of speech, language, and hearing).
- The program must demonstrate how the curriculum provides opportunities for students to
  - understand and apply the scientific bases of the profession,
  - understand and apply research methodology,
  - become knowledgeable consumers of research literature,
  - become knowledgeable about the fundamentals of evidence-based practice,
  - apply the scientific bases and research principles to clinical populations.
- The program must include research and scholarship participation opportunities that are consistent with the mission and goals of the program.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.5B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**How do you verify that students have obtained knowledge in the basic sciences (e.g. biology, physics, social sciences, and statistics)?**

**How do students obtain knowledge in the basic communication sciences (e.g. acoustics, physiological and neurological processes of speech, language, hearing; linguistics)? (Select all that apply)**

**How does the curriculum reflect the scientific basis of the professions and include research methodology and exposure to research literature? (Select all that apply)**

**How do you verify that students have obtained knowledge in basic science skills (e.g., scientific methods and critical thinking)?**

**How does the program ensure that there are opportunities for each student to participate in research and scholarship that are consistent with the mission and goals of the program? (Select all that apply)**

**Describe the methods that the program uses to ensure all students have opportunities to become knowledgeable consumers of research literature.**

**Describe the methods that the program uses to ensure that there are opportunities for each student to become knowledgeable about the fundamentals of evidence-based practice.**

**Describe methods that the program uses to ensure that there are opportunities for each student to apply the scientific bases and research principles to clinical populations.**

**Describe how research opportunities offered by the program are consistent with the institution's expectations for this program.**

**Describe how the research opportunities offered by the program are consistent with the specified mission and goals of the program.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.5B.**

#### Standard 3.6B Clinical Settings/Populations

**The clinical education component of an effective entry-level speech-language pathology program is planned for each student so that there is access to a base of individuals who may be served that is sufficient to achieve the program's stated mission and goals and includes a variety of clinical settings, populations, and age groups. The comprehensive clinical experiences must include direct contact with individuals seeking service, consultation, recordkeeping, and administrative duties relevant to professional service delivery in speech-language pathology.**



#### *Requirement for Review:*

- The program must demonstrate that it has mechanisms to develop comprehensive plans of clinical educational experiences so that each student has an opportunity to
  - experience the breadth and depth of clinical practice,
  - obtain experiences with diverse populations,
  - obtain a variety of clinical experiences in different work settings,
  - obtain experiences with appropriate equipment and resources,
  - learn from experienced speech-language pathologists who will serve as effective clinical educators.

FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 3.6B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Visit the CAA website's [Program Resources](#) webpage to download the [Standard 3.6 Clinical Sites Worksheet](#). Once this worksheet is completed, you will be able to upload it below.

No document provided

Provide the average number of clock hours earned per student in the following categories for the most recent graduating class across all clinical sites.

Category	Children	Adults
ARTICULATION		
Evaluation		
Intervention		
VOICE & RESONANCE		
Evaluation		
Intervention		
FLUENCY		
Evaluation		
Intervention		

LANGUAGE DISORDERS (Receptive & Expressive)		
Evaluation		
Intervention		
SWALLOWING DISORDERS		
Evaluation		
Intervention		
COGNITIVE ASPECTS OF COMMUNICATION		
Evaluation		
Intervention		
SOCIAL ASPECTS OF COMMUNICATION		
Evaluation		
Intervention		
AUGMENTATIVE & ALTERNATIVE COMMUNICATION		
Evaluation		
Intervention		
HEARING		
Evaluation		
Intervention		

**Describe the methods used to ensure that the plan of clinical education for each student includes the following:**

Experiences that represent the breadth and depth of speech-language pathology clinical practice
Opportunities to work with individuals across the life span and the continuum of care
Opportunities to work with individuals from culturally and linguistically diverse backgrounds
Experiences with individuals who express various types of severities of changes in structure and function of speech and swallowing mechanisms

Exposure to the business aspects of the practice of speech-language pathology and swallowing (e.g., reimbursement requirements, insurance and billing procedures, scheduling)

**How does the program ensure that each student is exposed to a variety of clinical settings, client/patient populations, and age groups for the distance education component?**

**How does the program ensure that each student is exposed to a variety of clinical settings, client/patient populations, and age groups for the satellite component?**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.6B.**

Standard 3.7B Clinical Education - Students

**An effective speech-language pathology program ensures that clinical education is provided in a manner that supports student development so that each student is prepared to enter professional practice. The type and structure of the clinical education is commensurate with the development of knowledge and skills of each student.**



*Requirement for Review:*

- The program must demonstrate that the procedures used in clinical education ensure that student development is supported and that each student acquires the independence needed to enter professional practice.
- The program must demonstrate that the clinical education component of the program is structured to be consistent with the knowledge and skills levels of each student.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.7B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Explain the policies and procedures that describe how the manner and amount of supervision are determined and are adjusted to reflect the competence of each student and that allow each student to acquire the independence to enter independent professional practice.**

**Describe how clinical practicum will be offered and how supervision of practicum will be managed, including sequence, supervision, and coordination of placements with external facilities, and diversity of client populations.**

If undergraduate students are enrolled in practicum, explain how this impacts resources for clinical supervision to the graduate program.

For the distance education component, describe how clinical practicum will be offered and how supervision of practicum will be managed, including sequence, supervision, and coordination of placements with external facilities, diversity of client populations, etc.

For the satellite component, describe how clinical practicum will be offered and how supervision of practicum will be managed, including sequence, supervision, and coordination of placements with external facilities, diversity of client populations, etc.

What indicators and/or criteria are used to identify qualified supervisors/preceptors both in and outside the professions? (Select all that apply)

For the distance education component, what indicators and/or criteria are used to identify qualified supervisors/preceptors both in and outside the professions? (Select all that apply)

For the satellite component, what indicators and/or criteria are used to identify qualified supervisors/preceptors both in and outside the professions? (Select all that apply)

How does the program determine the appropriate amount of supervision for the development of clinical skills in individual students? (Select all that apply)



For the distance education component how does the program determine the appropriate amount of supervision for the development of clinical skills in individual students? (Select all that apply)

For the satellite component, how does the program determine the appropriate amount of supervision for the development of clinical skills in individual students? (Select all that apply)

How do students have access to supervisors/preceptors when providing services to clients in on- and off-campus placements? (Select all that apply)

For the distance education component, how do students have access to supervisors/preceptors when providing services to clients in on- and off-campus placements? (Select all that apply)

For the satellite component, how do students have access to supervisors/preceptors when providing services to clients in on- and off-campus placements? (Select all that apply)

How does the program inform students regarding ethics, legal and safety issues and procedures? (Select all that apply)

For the distance education component, how does the program inform students regarding ethics, legal and safety issues and procedures? (Select all that apply)

For the satellite component, how does the program inform students regarding ethics, legal and safety issues and procedures? (Select all that apply)

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.7B.

Standard 3.8B Clinical Education - Client Welfare

Clinical education is provided in a manner that ensures that the welfare of each person served by a student and clinical educator team is protected and in accordance with recognized standards of ethical practice and



**relevant federal and state regulations.**

*Requirement for Review:*

- The program must demonstrate that the supervision provided to each student is adjusted to ensure that the specific needs are met for each individual who is receiving services.
- The program must demonstrate that the procedures used in clinical education ensure that the welfare of each person being served by the student and clinical educator team is protected.
- The program must demonstrate that the services provided by the student and clinical educator team are in accordance with recognized standards of ethical practice and relevant federal and state regulations.
- The program must demonstrate that it provides the opportunity for students to understand and practice the principles of universal precautions to prevent the spread of infectious and contagious diseases.

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 3.8B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe policies and procedures that the program uses to ensure that the amount of supervision provided to each student is adjusted so that the specific needs are met for each individual who is receiving services.**

**Describe how consultation between the student and the clinical educator occurs in the planning and provision of services.**

**Describe policies and procedures that ensure that the welfare of each individual who is served is protected.**

**Provide policies and procedures describing how the care that is delivered by the student and clinical educator team is in accordance with recognized standards of ethical practice and relevant state and federal regulation.**

**Describe where the codes of ethics are in the relevant published materials provided by the program.**

**Provide policies and procedures that demonstrate how the program provides the opportunity for students to understand and practice the principles of universal precautions to prevent the spread of infectious and contagious diseases.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.8B.**

## Standard 3.9B External Placements

**Clinical education obtained in external placements is governed by agreements between the program and the external facility and is monitored by program faculty.**



### *Requirement for Review:*

- The program must have evidence of valid agreements (written or electronic) with all active external facilities in which students are placed for clinical practicum experiences.
- The program must have written policies regarding the role of students in the selection of externship sites and the placement of students in the sites.
- The program must have written policies that describe the processes used by the program to select and place students in external facilities.
- The program must have written policies and procedures that describe the processes used to determine whether a clinical site has the appropriate clinical population and personnel to provide an appropriate clinical education experience for each student.
- The program must have processes to ensure that the clinical education in external facilities is monitored by the program to verify that educational objectives are met.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 3.9B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe how valid agreements (written or electronic) or statements of intent to accept students are established and maintained, once agreements are established with all active external facilities in which students will be placed for clinical practicum experiences.**

**Describe policies regarding: (a) the role of students in the selection of externship sites, and (b) the placement of students in the sites.**

**Describe policies and procedures the program uses to select and place students in external facilities.**

**Describe policies and procedures that demonstrate due diligence to ensure that each external facility has the clinical population and personnel to meet the educational needs of each student assigned to that site.**

**Describe the processes that the program uses to evaluate the effectiveness of the educational opportunities provided at each active site.**

**Describe the processes that the program uses to ensure monitoring of the clinical education in external facilities.**

**Describe the process that the program uses to verify that the educational objectives of each active site are met.**

**Describe the procedures that the program uses to ensure that valid agreements (written or electronic) between the external site and the program are signed before students are placed.**

**How will written agreements between the external site and the program be maintained for the distance education component?**

**How will written agreements between the external site and the program be maintained for the satellite campus(es)?**

**Who is responsible for monitoring agreements with external facilities? (Select all that apply)**

**Who is responsible for monitoring agreements with external facilities used for the distance education component?  
(Select all that apply)**

**Who is responsible for monitoring agreements with external facilities used for the satellite campus(es)? (Select all that apply)**

**Who is responsible for coordinating clinical education placements? (Select all that apply)**

Who is responsible for coordinating clinical education placements for the distance education component? (Select all that apply)

Who is responsible for coordinating clinical education placements for the satellite campus(es)? (Select all that apply)

How does the program monitor and document clinical education placements? (Select all that apply)

How does the program monitor and document clinical education placements for the distance education component? (Select all that apply)

How does the program monitor and document clinical education placements for the satellite campus(es)? (Select all that apply)

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.9B.

#### Standard 3.10B Student Conduct

An effective entry-level speech-language pathology program ensures that its students know the expectations regarding their exercise of the highest level of academic and clinical integrity during all aspects of their education.



*Requirement for Review:*

- The program must have written policies and procedures that describe program expectations of student behavior with regard to academic and clinical conduct.
- The program must have policies and procedures that describe the processes used to address violations of academic and clinical conduct, including, but not limited to, plagiarism, dishonesty, and all aspects of cheating, and violations of ethical practice.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 3.10B noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe policies and procedures that are pertinent to expectations of student academic and clinical conduct.

Describe policies and procedures that the program uses to address violations of expectations regarding academic and clinical conduct.

Describe how the program ensures that students know the expectations regarding their application of the highest level of academic and clinical integrity during all aspects of their education (e.g., written policies and procedures that are pertinent to expectations of student academic and clinical conduct) and that these expectations are consistently applied.



**Describe the process that the program will use to address violations of expectations regarding academic and clinical conduct.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 3.10B.**

#### Standard 4.1 Student Admission Criteria

**The program criteria for accepting students for graduate study in audiology or speech-language pathology meet or exceed the institutional policy for admission to graduate study.**



*Requirement for Review:*

- The admission criteria must meet or exceed those of the institution and be appropriate for the degree being offered.
- Policies regarding any exceptions to the criteria (such as "conditional" status) must be clearly explained and consistently followed.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 4.1 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then**

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Indicate the university and program requirements for admission to the graduate program.

	University/College	Accredited Program
Minimum GPA		
Minimum combined GRE score (If applicable)		
Letters of recommendation		
Personal statements/interviews		
Writing Sample		
Undergraduate major in CSD		

Describe the admission requirements for the distance education component. If these are different from those for the program offered in the residential setting, discuss the rationale for the differing requirements.

Describe the admission requirements for the satellite component. If these are different from those for the program offered in the residential setting, discuss the rationale for the differing requirements.

Describe any additional GPA requirements for admission used by the program (e.g., GPA in the major, GPA in the last 30 hours, etc.).

Describe the program's rationale for admissions criteria that are different than that of the university.

**Describe the program's policies regarding any exceptions to the criteria (e.g., conditional status) and explain how they are consistently followed.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.1.**

#### Standard 4.2 Student Adaptations

**The program makes reasonable adaptations in curriculum, policies, and procedures to accommodate differences among individual students.**



*Requirement for Review:*

- The program must provide evidence that its curriculum and program policies and procedures for admission, internal and external clinical placements, and retention of students reflect a respect for and understanding of cultural, linguistic, and individual diversity.
- The program must have a policy regarding proficiency in spoken and written English and other languages of instruction and service delivery and all other performance expectations.
- The program must demonstrate that its language proficiency policy is applied consistently.
- The program must have a policy regarding the use of accommodations for students with reported disabilities.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 4.2 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the**

program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe how the program's curriculum and program policies and procedures for admission, internal and external placements, and retention of students reflect a respect for and an understanding of cultural, linguistic, and individual diversity.

Provide an example documenting the fact that the program's curriculum demonstrates respect for and understanding of cultural, linguistic, and individual diversity.

Provide an example documenting how the program's policies and procedures demonstrate respect for and understanding of cultural, linguistic, and individual diversity (e.g., admission, internal/external clinical placement and student retention policies/procedures, proficiency in English).

Provide the program's policy regarding proficiency in English and/or other languages, and describe how that policy will be applied consistently.

**Provide the program's policy regarding the processes used to determine the need for and the provision of accommodations for students with reported disabilities.**

**Describe the adaptations that will be made allowing students to accommodate individual differences in the distance education environment.**

**Describe the adaptations that will be made to accommodate student's individual differences in the satellite campus environment.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.2.**

#### Standard 4.3 Student Intervention

**The program has policies and procedures for identifying the need to provide intervention for each student who does not meet program expectations for the acquisition of knowledge and skills in the academic and clinical components of the program.**



*Requirement for Review:*

- The program has policies and procedures for identifying students who need intervention to meet program expectations for the acquisition of knowledge and skills in the academic component of the curriculum.

- The program has policies and procedures for identifying students who need intervention to meet program expectations for the acquisition of knowledge and skills in the clinical component of the curriculum.
- The program has policies and procedures for implementing and documenting all forms of intervention used to facilitate each student's success in meeting the program's expectations.
- The program must demonstrate that the policies and procedures are applied consistently across all students who are identified as needing intervention.

**FINDINGS**

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**If there were areas of non-compliance or follow-up regarding Standard 4.3 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the program's policies and procedures for identifying students who need intervention in order to meet program expectations for the acquisition of knowledge and skills in all aspects (academic and clinical) of the curriculum.**

Academic aspects of the program
Clinical aspects of the program

Describe the program's policies and procedures for identifying distance education students who need intervention in order to meet program expectations for the acquisition of knowledge and skills in all aspects (academic and clinical) of the curriculum.

Academic aspects of the program

Clinical aspects of the program

Describe the program's policies and procedures for ensuring that intervention plans are implemented, documented, and provided to students.

Describe the program's policies and procedures for ensuring that intervention plans are implemented, documented, and provided to distance education students.

Describe how these policies and procedures will be applied consistently across all students who are identified as needing intervention.

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.3.

## Standard 4.4 Student Information

**Students are informed about the program's policies and procedures, expectations regarding academic integrity and honesty, ethical practice, degree requirements, and requirements for professional credentialing.**



*Requirement for Review:*

- The program must provide information regarding
  - program policies and procedures,
  - program expectations regarding academic integrity and honesty,
  - program expectations for ethical practice,
  - the degree requirements,
  - the requirements for professional credentialing.

### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 4.4 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**How are students informed about program policies and procedures? (Select all that apply)**



**How are students informed about expectations regarding academic integrity and honesty? (Select all that apply)**

**How are students informed about degree requirements? (Select all that apply)**

**How are students informed about requirements for professional credentialing? (Select all that apply)**

**How are students informed about ethical practice? (Select all that apply)**

**Use the text below to provide any additional clarifying information regarding the program's compliance with Standard 4.4.**

#### Standard 4.5 Student Complaints

**Students are informed about the processes that are available to them for filing a complaint against the program.**



*Requirement for Review:*

- The program must provide information regarding the process and mechanism to file a complaint against the program within the sponsoring institution.
- The program must maintain a record of student complaints filed against the program within the sponsoring institution.
- The program must maintain a record of student complaints regarding any of the program's policies and procedures or regarding unlawful conduct and make these available to the CAA upon request.
- Students must be made aware of the process and mechanism, including contact information for the CAA, to file a complaint related to the program's compliance with standards for accreditation.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 4.5 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the program's policy and procedures regarding student complaints and unlawful conduct.

Describe how the program conveys to students the process and mechanism required to file a complaint against the program within the institution.

Describe the program's policy for maintaining a record of student complaints regarding any of the program's policies and procedures or regarding unlawful conduct, and describe how those complaints will be made available to the CAA upon request.

Describe how the program informs students of the process and mechanism required to contact the CAA to file a complaint regarding the program's compliance with accreditation standards.

Explain how student complaints are reviewed to assess their impact on compliance with accreditation standards.

Describe how the program protects the privacy of student information when handling student complaints.

Describe any differences in the program's policy and procedures regarding student complaints and unlawful conduct as it applies to the distance education component. How does the program ensure privacy of student information for the distance education component?

Describe any differences in the program's policy and procedures regarding student complaints and unlawful conduct as it applies to the satellite component. How does the program ensure privacy of student information for the satellite component?

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.5.

Standard 4.6 Student Advising



**Students receive advising on a regular basis that pertains to both academic and clinical performance and progress.**

*Requirement for Review:*

- The program must maintain records of advisement for each of its students.
- The program must maintain records demonstrating that students are advised on a timely and continuing basis regarding their academic and clinical progress.
- The program must maintain records demonstrating that any concerns about a student's performance in meeting the program requirements, including language proficiency, are addressed with the student.

#### **FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 4.6 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the student advisement processes with respect to academic and clinical instruction. Include in your description the timelines for advising, individuals who will serve as academic advisors, and access to adjunct faculty. Provide the web site URL if available.**

**Indicate those individual(s) who serve as academic advisors. (Select all that apply)**

**If advisement of clinical performance is provided separate from academic advisement, indicate the individual(s) who serve as clinical advisors. (Select all that apply)**

**How often do students receive clinical advisement?**

**Describe the process that the program uses to identify students who may not meet program requirements, including those related to language proficiency.**

**Describe the mechanisms that the program uses to document the timely and continuing advisement that pertains to students' academic and clinical progress.**

**Describe the processes that the program uses to document concerns about a student's performance in meeting all program requirements and to ensure that those concerns are addressed with the student.**

**How are students informed about student support services? (Select all that apply)**

**Describe how student advisement occurs for students in the residential component. Include an explanation about how advisement affects advisor workload and how students have access to faculty.**

**Describe how student advisement occurs for students in the distance education component. Include an explanation about how advisement affects advisor workload and how students have access to faculty.**

**Describe how student advisement occurs for students in the satellite component. Include an explanation about how advisement affects advisor workload and how students have access to faculty.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.6.**

#### Standard 4.7 Student Progress Documentation

**The program documents student progress toward completion of the graduate degree and professional credentialing requirements.**



*Requirement for Review:*

- The program must maintain complete and accurate records of all students' progress during the entire time of their matriculation in the program.
- The records for each student must include documentation that can demonstrate that the student has met all the academic, clinical, and other requirements for the degree and the credential(s) that are identified by the program in its mission and goals.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 4.7 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the process for development and maintenance of documentation of each student's records for the entire time of their matriculation in the program.

Describe how the program develops and maintains documents of each student's records for the entire time of their matriculation in the program in the distance education component.

Describe how the program develops and maintains documents of each student's records for the entire time of their matriculation in the program in the satellite component.

Describe how the program documents student progress toward the completion of the graduate degree and professional credentialing for students in the distance education component.

Describe how the program documents student progress toward the completion of the graduate degree and professional credentialing requirements for students in the satellite component.

Describe the mechanisms that the program uses to ensure proper documentation and tracking of student progress toward meeting the academic, clinical, and other requirements for the degree.

If the program *does not* maintain the records required to document the student's planned course of study for completion of the degree and applicable credentials, use the space below to explain.

Describe the process used by the program to monitor and update each student's planned course of study to ensure they are kept accurate, complete and current throughout the student's graduate program.

Indicate the individual(s) responsible for maintaining the records for each student's planned course of study. (Select all that apply)

Indicate the schedule or timeline for updating records for each student's planned course of study.

If the program *does not* maintain the records required to document the student's progress toward completion of degree requirements, use the space below to explain.



Describe the process used by the program to monitor and update records for student progress toward completion of degree requirements to ensure they are kept accurate, complete and current throughout each student's graduate program.

Indicate the individual(s) responsible for maintaining records toward each student's completion of degree requirements. (Select all that apply)

Indicate the schedule or timeline for updating records toward each student's completion of degree requirements.

If the program *does not* maintain the records required to document the student's progress toward the completion of certification requirements, use the space below to explain.

Describe the process used by the program to monitor and update records for each student's progress toward the completion certification requirements to ensure they are kept accurate, complete, and current throughout each student's graduate program.

Indicate the individual(s) responsible for maintaining records toward each student's progress toward the completion of certification requirements. (Select all that apply)

If the program *does not* maintain the records required to document the student's progress toward completions of state licensure, use the space below to explain.

Indicate the individual(s) responsible for maintaining records toward each student's progress toward the completion of certification requirements. (Select all that apply)

Indicate the schedule or timeline for updating records toward each student's progress toward the completion of certification requirements.

If the program *does not* maintain the records required to document the student's progress toward completion of state licensure, use the space below to explain.

Describe the process used by the program to monitor and update records for student's progress toward completion of state licensure to ensure they are kept accurate, complete and current throughout each student's graduate program.

Indicate the individual(s) responsible for maintaining the records for each student's progress toward completion of state licensure. (Select all that apply)

Indicate the schedule or timeline for updating records for each student's progress toward completion of state licensure.

If the program *does not* maintain the records required to document the student's progress toward completion of state teacher certification and/or other program certifications, use the space below to explain.

**Describe the process used by the program to monitor and update student's progress toward completion of state teacher certification and/or other program certifications to ensure they are kept accurate, complete and current throughout each student's graduate program.**

**Indicate the individual(s) responsible for maintaining the records for each student's progress toward completion of state teacher certification and/or other program certification. (Select all that apply)**

**Indicate the schedule or timeline for updating records for each student's progress toward completion of state teacher certification and/or other program certifications.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.7.**

#### Standard 4.8 Availability of Student Records

**The program makes the documentation of student progress toward completing the graduate degree and meeting professional credentialing requirements available to its students to assist them in qualifying for the credential(s).**



*Requirement for Review:*

- The program must provide each student access to his or her own records upon request.
- The program must make records available to program graduates and those who attended the program, but did not graduate.
- The availability of records for program graduates and those who attended the program, but did not graduate, must be consistent with the institution's and the program's policies regarding retention of student records.

## FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 4.8 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the process that the program uses to provide access to student records that are requested by the students and by program graduates.**

**Describe the processes that the program uses to provide access to student records that are requested by those who attended the program but did not graduate.**

**Describe the institution's policy for retention of student records.**

**Describe the program's policy for retention of student records.**

**Explain the rationale for any differences between the institutional policy and the program policy for retention of student records.**

**Describe how documentation of student progress toward the completion of graduate degree and professional credentialing requirements will be readily available to students, graduates, and those who attended the program, but did not graduate in the distance education component.**

**Describe how documentation of student progress toward the completion of graduate degree and professional credentialing requirements will be readily available to students, graduates, and those who attended the program, but did not graduate in the satellite component.**

**Use the space below to provide any additional clarifying information regarding the program's compliance with Standard 4.8.**

Standard 4.9 Student Support Services

**Students are provided information about student support services available within the program and institution.**



*Requirement for Review:*

- The program must have a mechanism to inform students about the full range of student support services (beyond accommodations for disabilities addressed in Standard 4.2) available at the sponsoring institution.

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 4.9 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the mechanism by which students are informed about the full range of student support services available at the sponsoring institution.**

**Describe how students in the distance education component will have access to support services (advising, library resources, counseling for students with disabilities, etc.) available to students in the residential program.**

Describe how students in the satellite component will have access to support services (advising, library resources, counseling for students with disabilities, etc.) available to students in the residential program.

Use the text box to provide any additional clarifying information regarding the program's compliance with Standard 4.9.

#### Standard 4.10 Verification of Student Identity

The program must adhere to its institutional policies and procedures to verify that a student who registers for a distance education course or program is the same student who participates in and completes the program and receives the academic credit.



#### *Requirement for Review:*

- The program must document that the institutional policies regarding verification of a student's identity are followed and implemented and applied consistently.
- The program must make clear that the identities of students enrolled in a distance education course or program are protected.
- If there are fees associated with learning within a distance modality, the program must document how that information is provided to students.
- If the institution does not have specific policies, the program must develop and implement its own policies for this purpose.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 4.10 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the institution's policies and procedures to verify that a student who registers for a distance education course or program is the same student who participates in and completes the program and receives the academic credit.

**Note:** If the institution does not have specific policies, indicate below.

Describe the program's policies and procedures for verifying that a student who registers for a distance education course or program is the same student who participates in and completes the course or program and receives the academic credit.

**Note:** If the institution does not have specific policies, the program must develop and implement its own policies for this purpose.

Describe the program's policy for ensuring that the identity verification process protects the privacy of a student enrolled in the distance education course or program and that the process for implementing the policy is conducted in a consistent manner.



**Describe the program's policy for notifying students, upon enrollment, of any fees associated with verification of identity for distance education.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 4.10.**

### Standard 5.1 Assessment of Student Learning

**The program regularly assesses student learning.**



*Requirement for Review:*

- The program must demonstrate that it assesses the achievement of student learning outcomes to determine student success in the acquisition of expected knowledge and skills.
- The program must demonstrate that it provides a learning environment that provides each student with consistent feedback.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.1 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then**

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

**Describe the processes that the program will use to assess achievement of student learning outcomes.**

**Describe the processes that the program will use to assess acquisition of the expected knowledge and skills.**

**Describe the processes and mechanisms that the program uses to provide regular and consistent feedback to each student regarding their progress in achieving the expected knowledge and skills in all academic and clinical modalities (including all off-site experiences) of the program.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.1.**

#### Standard 5.2 Program Assessment of Students

**The program conducts ongoing and systematic formative and summative assessments of the performance of its students.**



*Requirement for Review:*

- The program must develop an assessment plan that is used throughout the program for each student. The plan must include the purpose of the assessments and use a variety of assessment techniques, including both formative and summative methods.
- Assessments must be administered by multiple academic and clinical faculty members.
- The program must demonstrate how it uses its assessments to evaluate and enhance student progress and acquisition of knowledge and skills.
- The program must demonstrate that student assessment is applied consistently and systematically.
- For purposes of assessing compliance, the Praxis examination cannot be used to meet this standard as a form of summative assessment.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.2 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the assessment plan that the program uses to assess performance of students, including the timelines for administering the elements of the assessment plan. The plan must include the purpose of the assessments and use a variety of assessment techniques, including both formative and summative methods.**

**Describe the processes that the program will use to assess the extent to which students meet the learning goals that were developed to address the acquisition of knowledge and skills, attributes, and abilities, including professionalism and professional behaviors.**

**Provide three examples of student learning goals that address the acquisition of knowledge and skills, aptitudes, and abilities, including professionalism and professional behaviors. Describe how they are related to the mission of the program.**

Examples	Description	How It's Related to the Program Mission
Graduate Learning Outcome 1		
Graduate Learning Outcome 2		
Graduate Learning Outcome 3		

**Provide examples of how the program uses formative and summative assessments to evaluate students' academic and clinical progress.**

**Note:** for purposes of assessing compliance, the Praxis examination cannot be used to meet this standard as a form of summative assessment.

Academic Formative Assessment	
Academic Summative Assessment	
Clinical Formative	

Assessment	
Clinical Summative Assessment	

**For the distance education component, provide examples of how the program uses formative and summative assessments to evaluate students' academic and clinical progress.**

**Note:** for purposes of assessing compliance, the Praxis examination cannot be used to meet this standard as a form of summative assessment.

Academic Formative Assessment	
Academic Summative Assessment	
Clinical Formative Assessment	
Clinical Summative Assessment	

**For the satellite component, provide examples of how the program uses formative and summative assessments to evaluate students' academic and clinical progress.**

**Note:** for purposes of assessing compliance, the Praxis examination cannot be used to meet this standard as a form of summative assessment.

Academic Formative Assessment	

Academic Summative Assessment	
Clinical Formative Assessment	
Clinical Summative Assessment	

**Describe the protocols for administering the assessment plan, including the use of multiple academic and clinical faculty.**

**For students in the distance education component, describe the protocols for administering the assessment plan, including the use of multiple academic and clinical faculty.**

**For students in the satellite component, describe the protocols for administering the assessment plan, including the use of multiple academic and clinical faculty.**

**Describe the use of the assessment measures to evaluate and enhance student progress and acquisition of knowledge and skills, and how the assessment measures are applied consistently and systematically.**

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.2.

### Standard 5.3 Ongoing Program Assessment

**The program administers regular and ongoing assessment protocols to evaluate the quality of the program and to facilitate continuous quality improvement.**



*Requirement for Review:*

- The assessment protocols must be used to evaluate the academic and clinical aspects of the entire program.
- The program must collect data from multiple sources (e.g., alumni, faculty, employers, off-site clinical educators, community members, individuals receiving services) and allow evaluation of the program's success in achieving its goals, objectives, and the extent to which student learning outcomes have been met.
- The program must systematically collect evaluations of the academic and clinical aspects of the program from students and use these to assess those aspects of the program.
- The program must use the results of its assessment protocols to improve and refine the program goals and objectives and ensure alignment between the program's stated goals and objectives and the measured student learning outcomes.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.3 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the assessment protocols used to evaluate the quality of the academic and clinical aspects of the entire program.**

**Describe the procedures that the program uses to evaluate the quality, currency, and effectiveness of the program and each program component.**

**Describe the processes by which the program will engage in systematic self-study.**

**Describe the mechanisms that the program uses to evaluate each program component.**

**Describe how the program will use the results of the assessment processes to improve the program.**

**Describe the procedures that the program uses for seeking student evaluation of academic and clinical education in the distance education component.**



Describe the procedures that the program uses for seeking student evaluation of academic and clinical education in the satellite component.

Indicate the procedures used by the program to assess the quality, currency, and effectiveness of the graduate program's academic and clinical education.

Type of Program Assessment	Frequency
Advisory committee review	
Curriculum review committee	
Employer surveys	
Supervisor/preceptor evaluations	
Program annual reports	
Program staff/faculty meetings and retreats	
University reviews	
Other - Describe the type of assessment and frequency	

Indicate the procedures used by students to assess the quality, currency, and effectiveness of the graduate program's academic and clinical education.

Type of Student Assessment	Frequency
Course Evaluations	
Evaluations of clinical supervisors	
Evaluation of clinical sites	
Student advisory group reviews	
Student surveys	
Other - Describe the type of assessment and frequency	

Indicate the procedures completed by graduates to assess the quality, currency, and effectiveness of the graduate program's academic and clinical education.

Type of Graduate Assessment	Frequency
Alumni/graduate survey	
Exit interviews	
Other - Describe the type of assessment and frequency	

**Provide two recent examples of how the results of the evaluations described above are used to plan and implement graduate program improvements.**

Recent Example #1	
Recent Example #2	

**Describe the extent to which student learning outcomes have been met.**

**Describe the processes that the program uses to monitor the alignment between (A) the stated mission, goals, and objectives and (B) the measured student learning outcomes.**

**Describe the mechanisms used to measure student achievement of each professional practice competency.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.3.**

Standard 5.4 Ongoing Program Improvement

**The program uses the results of its ongoing programmatic assessments for continuous quality improvement and evaluates the improvements.**



- The program must describe how it uses programmatic assessment data to promote continuous quality improvement of the program.
- The program must describe the processes it uses to evaluate program improvements for congruence with its stated mission and goals.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.4 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the procedures that the program follows to use the results of the ongoing programmatic assessments in planning and implementing program improvements that ensure continuous quality improvement.**

**Describe the processes that the program uses to ensure that any program changes are consistent with the program's stated mission, goals, and objectives.**

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.4.

### Standard 5.5 Program Completion Rate

The percentage of students who are enrolled on the first census date of the program and complete the program within the program's published academic terms meets or exceeds the CAA's established threshold.



*Requirement for Review:*

- The CAA's established threshold requires that at least 80% of students must have completed the program within the program's published time frame (number of academic terms), as averaged over the 3 most recently completed academic years.
- If, when averaged over 3 academic years, the program's completion rate does not meet or exceed the CAA's established threshold, the program must provide an explanation and a plan for improving the results.

### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 5.5 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

**Describe the mechanisms that the program will use to keep records of the number of students enrolled on the first census day of the program.**

**Describe the processes that the program uses to compare each student's time to degree in light of the terms (consecutive or nonconsecutive) established by the program.**

**Describe the mechanism that the program uses to keep records of the numbers of students who continue to graduation, take an approved leave of absence, and leave the program for academic, clinical, personal, or other reasons.**

**Provide the published length of time (stated in semesters/quarters) for students to complete the residential program of study.**

Full-time with CSD undergraduate major	
Full-time without CSD undergraduate major	
Part-time with CSD undergraduate major	
Part-time without CSD undergraduate major	

**Provide the published length of time (stated in semesters/quarters) for students to complete the distance education component.**

Full-time with CSD undergraduate major	
Full-time without CSD undergraduate major	
Part-time with CSD undergraduate major	
Part-time without CSD undergraduate major	

Provide the published length of time (stated in semesters/quarters) for students to complete the program of study at the satellite campus(es).

Full-time with CSD undergraduate major	
Full-time without CSD undergraduate major	
Part-time with CSD undergraduate major	
Part-time without CSD undergraduate major	

Download and complete the [Program Completion Rate Calculator worksheet](#) found on [CAA Program Resources](#) webpage, and then upload it as evidence in support of the data you have provided in this report.

If there are additional components of the program (distance education and/or satellite campus(es)), please complete the applicable tabs in the excel workbook with this data.

*Programs are advised to compare the Program Completion Rate Calculator worksheet data with student outcome data displayed on the program website, as both sets of data should match. More information about calculating program completion rates can be found on the [CAA website](#).*

No document provided

Provide an explanation and a plan that will be used for improvement if the program's 3-year average for completion rate does not meet or exceed the CAA's established (80%) threshold. Include a timeline for implementing and assessing these steps.

In your explanation, provide details on how the program has addressed the following areas regarding its impact on program completion rates:

- The number, composition, and qualifications of faculty sufficient to meet the mission of the program (Std. 2.1, 2.3)
- Academic and clinical courses offered sufficiently enough for students to graduate on time (Std. 3.1B)
- Academic and clinical advising offered along with remediation (Stds. 4.2, 4.3, 4.6, 4.9)
- Appropriate admissions policies (Std. 4.1)
- Classes that are more likely to be causing students to drop out or take longer to complete the program (3.0B)

Use the text box below describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 5.5.

#### Standard 5.6 Praxis Examination Pass Rate

**The percentage of test-takers who pass the Praxis® Subject Assessments in audiology or speech-language pathology meets or exceeds the CAA's established threshold.**



*Requirement for Review:*

- The CAA's established threshold requires that at least 80% of test-takers from the program pass the *Praxis*® Subject Assessment examination, as averaged over the 3 most recently completed academic years; results should be reported only once for test-takers who took the exam multiple times in the same examination reporting period.
- If, when averaged over 3 academic years, the program's *Praxis*® Subject Assessment exam pass rate does not meet or exceed the CAA's established threshold, the program must provide an explanation and a plan for improving the results.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.6 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

Describe the mechanisms that the program uses to determine the number of test-takers who take the Praxis Subject Assessment exam each year.

Describe the mechanism that the program uses to collect and monitor Praxis examination pass rate data for graduates from the distance education component.

Describe the mechanism that the program uses to collect and monitor Praxis examination pass rate data for graduates from the satellite component.

Describe the mechanisms that the program uses to determine how many individuals who took the Praxis Subject Assessment exam each year passed the exam in that year.

For the residential program, provide the number of test-takers who took and passed the Praxis examination for the three most recently completed academic years. Results must be reported only once for test-takers who took the exam multiple times in the same reporting period (The ETS reporting period is September - August). Exclude individuals who graduated more than 3 years ago.

The CAA has developed guidance for programs on [reporting student achievement measures](#) and [presenting student achievement data](#), which can be found on the CAA's website.

Period	Number of Test-takers Taking the Exam	Number of Test-takers Passed	Pass Rate
Recent Year			



1 Year Prior			
2 Years Prior			
3-year average percentage:			

For the distance education component, provide the number of test-takers who took and passed the Praxis examination for the three most recently completed academic years. Results must be reported only once for test-takers who took the exam multiple times in the same reporting period (The ETS reporting period is September - August). Exclude individuals who graduated more than 3 years ago.

The CAA has developed guidance for programs on [reporting student achievement measures](#) and [presenting student achievement data](#), which can be found on the CAA's website.

Period	Number of Test-takers Taking the Exam	Number of Test-takers Passed	Pass Rate
Recent Year			
1 Year Prior			
2 Years Prior			
3-year average percentage:			

For the satellite component, provide the number of test-takers who took and passed the Praxis examination for the three most recently completed academic years. Results must be reported only once for test-takers who took the exam multiple times in the same reporting period (The ETS reporting period is September - August). Exclude individuals who graduated more than 3 years ago.

The CAA has developed guidance for programs on [reporting student achievement measures](#) and [presenting student achievement data](#), which can be found on the CAA's website.

Period	Number of Test-takers Taking the Exam	Number of Test-takers Passed	Pass Rate
Recent Year			
1 Year Prior			
2 Years Prior			
3-year average percentage:			

**3-year average Praxis pass rate percentage for all modalities:**

Provide an explanation and a plan for improvement that will be used if the program's 3-year average for exam pass rate does not meet or exceed the CAA's established (80%) threshold. Include a timeline for implementing and assessing these steps.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 5.6.

#### Standard 5.7 RESERVED

The CAA has eliminated employment rates as a required student outcome measure along with the related CAA-established threshold. Programs may still choose to use employment rates as their own measure, but CAA will not require it. Thus, Standard 5.7 has been reserved. Please confirm that you understand this change by checking the box below. If you have any questions, contact accreditation staff at [caareports@asha.org](mailto:caareports@asha.org).

#### Standard 5.8 Program Improvement – Student Outcomes

The program demonstrates how it uses the results of its analyses of success in meeting the established CAA thresholds for program completion rate, Praxis® Subject Assessments pass rate, and employment rate or the rate of continuation of education in the field for continuous quality improvement at the programmatic level.

#### *Requirement for Review:*

- The program must demonstrate its analysis processes to determine whether the program is meeting or exceeding each established CAA threshold.
- The program must demonstrate how it uses the results of these analyses to ensure continuous quality improvement.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 5.8 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the analysis processes that the program uses to evaluate the results of graduation rate and Praxis Subject Assessment pass rate to facilitate continuous quality improvement.

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.8.

#### Standard 5.9 Evaluation of Faculty

The program regularly evaluates and documents the results of the assessment of all faculty and staff to determine their effectiveness in delivering a thorough and current program.



#### *Requirement for Review:*

- The program must demonstrate the mechanisms that it uses to evaluate the effectiveness of the faculty and staff in delivering the program.
- The program must demonstrate that the evaluation takes place in a fair and systematic fashion that is consistent with institutional policy and procedures.

- The program faculty must be actively involved in these evaluations in a manner that is consistent with institutional policy and procedures.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.9 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the institutional policy and guidelines for regular evaluation of the faculty by program leadership.**

**Describe the mechanisms that the program uses to evaluate how the effectiveness of the program's delivery is consistent with institutional policies and procedures.**

**Indicate the mechanisms through which students will have an opportunity to evaluate academic and clinical faculty on an ongoing and regular basis. (Select all that apply)**

**Indicate the mechanisms used by the program to evaluate the academic and clinical teaching, scholarship competence, and other professional expectations of faculty and the frequency with which they are used.**

Type of Program Assessment	Frequency
Review by personnel committee	
Review by department chair	
Review of professional development activities	
Review of manuscripts and research proposals	
Review of publications	
Peer evaluations	
Student evaluations	
Teaching evaluations	
Promotion and tenure review	
Post-tenure review	
Maintenance of certification	
Maintenance of state credentials	
Other - describe the type of assessment and frequency	

**Describe the processes, timelines, and safeguards of the evaluation procedures that the program has in place to ensure that the processes are fair.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.9.**

#### Standard 5.10 Faculty Improvement

**The faculty and staff involved in delivering the program to students use the results of the evaluation of their performance to guide continuous professional development that facilitates the delivery of a high quality program.**



*Requirement for Review:*

- The program must demonstrate how the faculty and staff use the results of evaluations of performance to guide continuous professional growth and development.
- The program must demonstrate how the growth and development of its faculty and staff facilitate the delivery of a high quality program.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 5.10 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the mechanisms that the program uses to assess how the faculty and staff evaluation processes result in continuous professional growth and development.**

**Describe how the program will communicate evaluation results to the faculty and how the faculty will use this feedback to improve their performance.**

**Describe the mechanisms that the program uses to determine whether continuous professional development facilitates delivery of a high-quality program.**

**Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.10.**

Standard 5.11 Effective Leadership

**The individual responsible for the program of professional education seeking accreditation effectively leads and administers the program.**



*Requirement for Review:*

- The program must demonstrate how the individual responsible for the program of professional education effectively leads and administers the program.
- The program director's effectiveness in advancing the goals of the program and in leadership and administration of the program must be regularly evaluated.

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 5.11 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then**

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

How does the program or institution evaluate the effectiveness of the program director? (Select all that apply)

How often does evaluation of the program director occur?

Use the text box below to provide any additional clarifying information regarding the program's compliance with Standard 5.11.

#### Standard 6.1 Institutional Financial Support

**The institution provides adequate financial support to the program so that it can achieve its stated mission and goals.**



*Requirement for Review:*

- The program must demonstrate
  - that its budgetary allocation is regular, appropriate, and sufficient to deliver a high quality program that is consistent with its mission and goals;
  - that there is sufficient support, consistent with the program mission and goals, for personnel, equipment, educational and clinical materials, and research activities;
  - consistency of sources of funds that are received outside the usual university budgeting processes, if the program is dependent on them.

#### FINDINGS



If there were areas of non-compliance or follow-up regarding Standard 6.1 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the budgeting process for the program.

Report the total budget for the accredited program. Enter "0" where none.

Sources of Support	Prior Year Annual Budget (Amount in \$)	Current Year Annual Budget (Amount in \$)	% increase/decrease
Faculty/Staff Salaries			
Supplies & Expenses (non-capital/non-salary expenses)			
Capital Equipment			
Institutional Support Sub-Total			
Grants/contracts			
Clinic Fees			
Other Funding			
Non-Institutional Support Sub-Total			
Total Budget			
% of budget represented by non-institutional support			

If you included funding in the "Other Funding" category in the Program Budget Table above, describe the source(s).

For each budget category in the Program Budget Table above that displays a variance of -10% or greater in the %increase/decrease column, explain the reasons for and the impact of each variance.

Which of the following indicators of institutional commitment to the accredited program are currently being employed? (Select all that apply)

Describe how the program determines that there is sufficient support for the specific areas of personnel, equipment, educational and clinical materials, and research.

Describe potential budget insufficiencies or anticipated changes to financial resources that may impact program capacity in the near and long term. Discuss steps that will be taken by the program to ensure sufficient financial resources to achieve the program's mission and goals.

If the program's budget includes funds generated from activities outside the usual budgeting processes, describe the consistency of these funds and the portion of the budget that is accounted for by these funds. Describe the possible impact on program viability if these funds are not available.

Describe the impact of the distance education component on the existing residential component's financial and other resources (e.g., personnel, space, equipment, materials and supplies).

Describe the impact of the satellite component on the existing residential component's financial and other resources (e.g., personnel, space, equipment, materials and supplies).

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.1.

#### Standard 6.2 Support for Faculty Continuing Competence

The institution provides adequate support to the program so that its faculty and staff have the opportunities to maintain continuing competence.



*Requirement for Review:*

- The program must demonstrate that support, incentives, and resources are available for the continued professional development of the faculty.

#### FINDINGS

If there were areas of non-compliance or follow-up regarding Standard 6.2 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then

selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Indicate all the areas in which the institution provides support for continuing professional development. (Select all that apply)

Describe how the program provides sufficient support for the faculty and staff to maintain continuing competence.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.2.

### Standard 6.3 Physical Facilities

The program has adequate physical facilities (classrooms, offices, clinical space, research laboratories) that are accessible, appropriate, safe, and sufficient to achieve the program's mission and goals.



#### *Requirement for Review:*

- The program must demonstrate that its facilities are adequate to deliver a program that is consistent with its mission and goals.
- The program must demonstrate that the facility has been evaluated and that the program includes access and accommodations for the needs of individuals with disabilities, in accordance with federal regulations.

#### FINDINGS

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If there were areas of non-compliance or follow-up regarding Standard 6.3 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the processes the program uses, and the results of those processes, to determine the facility's adequacy in delivering a high-quality program.

Describe the processes the program uses, and the results of those processes, to determine the facility's adequacy in meeting contemporary standards of access and use.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.3.

#### Standard 6.4 Program Equipment and Materials

The program's equipment and educational and clinical materials are appropriate and sufficient to achieve the program's mission and goals.



*Requirement for Review:*

- The program must demonstrate that the quantity, quality, currency, and accessibility of materials and equipment are sufficient to meet the mission and goals of the program.
- The program must demonstrate that it has a process for reviewing and updating materials and equipment to determine whether the quantity, quality, and currency are sufficient to meet the mission and goals of the program.
- The program must demonstrate that the equipment is maintained in good working order.
- The program must demonstrate that any equipment for which there are ANSI or other standards-setting body requirements meets the expectations of the standard(s).

**FINDINGS**

**If there were areas of non-compliance or follow-up regarding Standard 6.4 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe the processes the program uses to evaluate the quantity, quality, currency, and accessibility of the program's materials and equipment to determine whether these processes are sufficient to meet the mission and goals of the program.**

Describe the mechanisms that the program will use to determine whether the equipment is in good working order and, where appropriate, whether the equipment meets standards established by the American National Standards Institute (ANSI) or other standards-setting bodies.

Indicate the individual(s) responsible to ensure proper equipment calibration. (Select all that apply)

Indicate how often equipment is calibrated.

Indicate the individual(s) responsible for maintaining written records that equipment is calibrated in accordance with manufacturer standards, American National Standards Institute (ANSI), or other appropriate agencies. (Select all that apply)

Describe how the (existing and planned) equipment and educational/clinical materials are adequate and sufficient to provide high quality audio and video capabilities to deliver the distance education component.

Describe how the (existing and planned) equipment and educational/clinical materials are adequate and sufficient to provide high quality audio and video capabilities to deliver the satellite component.

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.4.

The program has access to an adequate technical infrastructure to support the work of the students, faculty, and staff. The technical infrastructure includes access to the Internet, the online and physical resources of the library, and any streaming or videoconferencing facilities needed for the program to meet its mission and goals



*Requirement for Review:*

- The program must demonstrate adequate access to a technical infrastructure that supports the work of the students, faculty, and staff.
- The program must demonstrate how access to this infrastructure helps the program meet its mission and goals.

**FINDINGS**

If there were areas of non-compliance or follow-up regarding Standard 6.5 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.

If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.

Describe the processes that will be used to evaluate the adequacy of the infrastructure to support the work of the program's students, faculty, and staff.



**Describe how access to the infrastructure will allow the program to meet its mission and goals.**

**Describe how faculty and students have access to appropriate and sufficient resources, such as library resources, interlibrary loan services, computers and the internet, laboratory facilities, and support personnel.**

**Describe how the adequacy of support is evaluated and how these resources are addressed in the program's strategic plan.**

**How frequently does the program evaluate the adequacy of resources?**

**Describe the technical support services that will be available and their appropriateness and adequacy for faculty who will participate in the distance education component.**

**Describe the technical support services that are available and their appropriateness and adequacy for faculty who will participate in the satellite component.**

**Describe the technical support services that will be available and their appropriateness and adequacy for students who participate in the distance education component.**

Describe the technical support services that are available and their appropriateness and adequacy for students who participate in the satellite component.

Indicate which platforms will be used to support the distance education component. (Select all that apply)

Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.5.

#### Standard 6.6 Clerical and Technical Staff Support

The program has access to clerical and technical staff that is appropriate and sufficient to support the work of the students, faculty, and staff. The access is appropriate and sufficient for the program to meet its mission and goals.



*Requirement for Review:*

- The program must demonstrate adequate access to clerical and technical staff to support the work of the students, faculty, and staff.
- The program must demonstrate how access to the clerical and technical staff helps the program meet its mission and goals.

#### FINDINGS

**If there were areas of non-compliance or follow-up regarding Standard 6.6 noted in the previous CAA Accreditation Action Report (AAR), describe in detail the steps taken by the program to address the concern(s) and describe how the program is now in compliance with this standard.**

**If the Steps to Be Taken section of the previous AAR asked the program to provide specific evidence in order to demonstrate compliance with this standard, the program may upload supporting documentation to the report instrument by navigating to the Instrument Summary Response screen, clicking the SUMMARY button, and then selecting DOCUMENTS from the dropdown menu. From there, click the Upload button to select the appropriate file(s) to upload.**

**Describe how clerical and technical staff and support services are adequate and sufficient to meet the program's mission and goals.**

**Describe the process the program uses to evaluate the adequacy of access to clerical and technical staff to support the work of the program's students, faculty, and staff.**

**Use the text box below to describe any additional clarifying information you wish to provide regarding the program's compliance with Standard 6.6.**

Submission Attestation

**Please check the box below confirming that you agree to the following attestation statement.**

"To the best of my knowledge and belief, all information submitted in this report is accurate and complete as of the submission date."

