



Accreditation Review Committee on Education in Surgical Technology
6 West Dry Creek Circle, Suite 110 • Littleton, CO 80120
(303) 694-9262 • Fax: (303) 741-3655 • www.arcst.org

Sponsored by the Association of Surgical Technologists and The American College of Surgeons

ARC-ST 2009 Chair's Annual Report

Tony Makin, CST, BS, FAST

I would like to start my report by stating what a privilege it is to be serving on the ARC-ST. The ARC-ST has been a dynamic group and will be undergoing changes in the 2009 year.

In 2008, new, updated *Standards and Guidelines for Educational Programs in Surgical Assisting*, necessary for outcomes-based accreditation, were adopted by CAAHEP and implemented effective August 1, 2008.

At the September, 2008 meeting, the Board of Directors voted unanimously to change its name to the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) to more accurately reflect the full range of accreditation services provided to the surgical assisting community. This change will go into effect on August 1, 2009.

In 2009, the Board will hold three formal, face-to-face meetings; two to address program applications for accreditation and one to address business matters. Additionally, there will be two conference calls as needed to address matters of surgical technology *Standards and Guidelines* development in 2009, which is the CAAHEP mandated year for review and revision.

The current ARC-ST Board of Directors is as follows:

Tony Makin, CST, BS, FAST, Chair
Kathy Lee, CST, MS, Vice-Chair
Jeff Bidwell, CST/CFA, CSA, MA, Secretary/Treasurer
Joe Long, CST, EdD, FAST, Director
Julia Jackson, CST, MEd, FAST, Director
Carolyn Stewart, PhD, EdD, Director
Sean Harbison, MD, FACS, Director
Reid Adams, MD, FACS, Director

The ARC will welcome three new directors this year. Dr. Reid Adams was named by the American College of Surgeons to replace Dr. James Hassett. Julia Jackson and Joseph Long have served two full terms on the Board of Directors and have been replaced by Betsy Slagle, MS, RN, CST and Connie Bell, CST.

The Subcommittee on Accreditation for Surgical Assisting (SASA) will meet formally twice this year to consider program applications. SASA members will continue to address the future of Surgical Assisting through programmatic accreditation.

The current SASA members are as follows:

Clinton Crews, MPH, Chair
David Jeannette, CSA
Dorothy Rothgery, CST/CSA, MS
Van Bates, CST, BA
Carolyn Stewart, PhD, EdD

At the end of May 2009, we anticipate that there will be 460 CAAHEP accredited surgical technology programs with 5 programs seeking initial CAAHEP accreditation. Additionally, there are currently 10 CAAHEP accredited Surgical Assisting programs with three applicant programs for initial CAAHEP accreditation.

ARC-ST Board of Directors

Chair

Tony Makin, CST, BS, FAST
Jamestown, NC

Vice-Chair

Katherine Lee, CST, MS
Decatur, IL

Secretary-Treasurer

Jeff Bidwell, CST/CFA, CSA, MA
Madisonville, KY

Directors

Reid Adams, MD, FACS
Charlottesville, VA

Connie Bell, CST
Glendale, CA

Sean Harbison, MD, FACS
Philadelphia, PA

Elizabeth Slagle, MS, RN, CST
Fort Wayne, IN

Carolyn Stewart, PhD, EdS
Rock Hill, SC

Inside This Issue:

The Chair's Annual Report—p. 1
Calendar of Meetings and Events—p. 2
2009 AFE Requirements—p. 3
ARC-ST Name Change—p. 3
August 1, 2009 AFE Registration—p. 4
The Executive Director's Corner—p. 5
2009 ARC-ST Scholarship Winners—p. 6
Name That Newsletter—p. 6
CAAHEP Standards Public Comments—p. 6
SASA Updates—p. 7
ARC/STSA 2010 Pre-IF Workshops—p. 8
ARC-ST Office Schedule—p. 8
ARC-ST On-Site Visitors List—p. 9
FYA—For Your Accreditation—p. 9
ARC-ST Fee Schedule—p. 10
CAAHEP Accreditation Actions—p. 11

ARC-ST 2009 Chair's Annual Report (cont.)

The ARC-ST Board of Directors will award the following scholarships in 2009, with the winners announced at the national Instructors Workshop:

- \$1000 Student Scholarship or multiple scholarships totaling \$1000
- \$1000 Advanced Education Educator Scholarship
- \$1000 Certification Credential Educator Scholarship

In February 2008, at the Instructors Forum held in Memphis, Tennessee, the ARC-ST conducted an Accreditation Fundamentals for Educators (AFE) workshop which was conducted again at the 2008 Instructors Workshop in Orlando, and the 2009 Instructors Forum in San Diego. As a result of these successful efforts, the AFE will be conducted at every Instructors Forum and Instructors Workshop. The ARC-ST also unveiled its Standards Interpretive Guide (SIG) for surgical technology programs at the February 2009, Instructors Forum held in San Diego, California. This guide is designed to help the site visitor, program director, as well as the school administrators, understand the CAAHEP program accreditation Standards. A similar guide is in development for the surgical assisting programs.

Beginning August 1, 2008, the transition process from the PAE to the CST exam as a program outcomes indicator in surgical technology began with a pilot test year. As of this report, approximately half of all accredited surgical technology programs have chosen the NBSTSA's CST exam as the preferred outcomes-based program assessment examination. Pending results of the pilot test year, programs that did not choose the national CST exam option will continue to use the PAE.

To support the education community and to promote interaction between the ARC-ST, surgical technology program directors, instructors, and administrators, the ARC-ST publishes the ARC-ST Communiqué on a periodic basis. This useful publication is available to any program director, instructor, or school administrator. To receive a subscription, please contact the ARC-ST office to add your name and e-mail address to the ARC-ST mailing list.

The ARC-ST staff members are:

- Keith R. Orloff**, CST, FAST, Executive Director
- Ann Marie McGuinness**, CST, MEd, CNOR, Director of Accreditation Services
- Elaine McFarlane**, BA, Accreditation Coordinator-Operations
- Rita Martin**, Administrative Assistant

Each of these individuals is available to assist surgical technology and surgical assisting programs with our full range of accreditation services. Current accreditation information may also be readily obtained by visiting www.arcst.org.

As usual, the ARC-ST has successfully hosted a booth at the Conference exhibition hall where Board members and staff members were available to answer questions.

On behalf of the ARC-ST Board of Directors and its subcommittee SASA, I want to wish you a wonderful summer.

~ Calendar of Meetings and Events ~

- July 20-21, 2009:** PRR Panel Meeting—Denver, CO
- August 1, 2009:** Accreditation Fundamentals for Educators (AFE) Workshop—Denver, CO
- September 16-19, 2009:** SASA and ARC/STSA Board of Directors Meeting—Denver, CO
- November 20, 2009:** CAAHEP Board of Directors Conference Call
- February 5-6, 2010:** Instructors Forum Charleston, SC (including AFE and Site Visitor Training)
- March 17-20, 2010:** SASA and ARC/STSA Board of Directors Meeting—Denver, CO
- May 21, 2010:** CAAHEP Board of Directors Conference Call

ARC-ST Staff

Executive Director

Keith R. Orloff, CST, FAST
keith.orloff@arcst.org

Director of Accreditation Services

Ann Marie McGuinness, CST, MEd, CNOR
ann.mcguinness@arcst.org

Accreditation Coordinator-Operations

Elaine McFarlane, BA
elaine.mcfarlane@arcst.org

Administrative Assistant

Rita Martin
rita.martin@arcst.org

ANNOUNCEMENTS



ATTENTION NEW PROGRAM DIRECTORS!!



NEW 2009 REQUIREMENTS FOR NEWLY APPOINTED PROGRAM DIRECTORS

At the Fall 2008 Board of Directors meeting, the board approved a new mandatory professional development requirement for newly appointed program directors.

Effective **January 1, 2009**, all newly appointed program directors are required to attend an ARC-ST Accreditation Fundamentals for Educators (AFE) Workshop within one (1) year of appointment.

The AFE Workshop is designed to give program directors basic information on the accreditation process, including information on:

- Accreditation Definitions
- Types of Accrediting Bodies
- Institutional versus Programmatic Accreditation
- Terminology Associated with Accreditation
- Accreditation Actions
- The Accreditation Process
- Assessment Planning
- Standards Interpretive Guide
- Initial versus Continuing Accreditation

While this workshop is open to all Surgical Technology and Surgical Assisting Program Directors and educators, newly appointed ST and SA program directors will be required to submit proof of attending an AFE to the ARC-ST in support of their appointment.

The workshops will be offered three times per year:

- Friday before the AST Instructors Forum (February)
- during the AST Instructors Workshop (May)
- in Denver, CO on August 1, 2009. (registration and information available online at www.arcst.org)

The cost of the workshop is **\$50 plus travel and accommodations**.

Please contact the ARC-ST at 303-694-9269 or ann.mcquinness@arcst.org for more information.

The ARC-ST has a new name AND a new look!!!



At its Fall 2008 meeting, the ARC-ST Board of Directors, in collaboration with the Subcommittee on Accreditation for Surgical Assisting (SASA), decided to change the name of the ARC-ST to better reflect all education programs served by this organization.

Effective *August 1, 2009*, the ARC-ST will officially become the ***Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA)***. The ARC/STSA can still be reached by mail at 6 West Dry Creek Circle, Suite 110, Littleton, CO 80120, by phone at 303-694-9262, by fax at 303-741-3655, or e-mail (E-mail addresses remain unchanged)!!

Accreditation
Review Committee



on Education
in Surgical Technology

www.arcst.org
303-694-9262

ACCREDITATION FUNDAMENTALS FOR EDUCATORS (AFE) WORKSHOP

Denver, CO — August 1, 2009
8AM-2PM

Hilton Gardens Inn — Highlands Ranch
Denver, CO

1050 Plaza Drive, Highlands Ranch, CO 80126
303-683-4100

\$79/night single or double occupancy + tax
[be sure to ask for the ARC-ST group rate]



<http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=DENSWG1>

Ground transportation can be reserved through Super Shuttle
www.supershuttle.com or 800 BLUE VAN (800-258-3826)

AFE Registration—Denver, CO—August 1, 2009

Date: _____ Member/Certification No: _____

Name (please print): _____

Circle Title: CST, CFA CST ST CSA Other: _____

Job Title: _____

School/Program: _____

Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Home Phone: _____

E-mail: _____

Money Order/check enclosed for \$50.00 (no purchase orders accepted) - Registration and lunch included.

Please submit registration and payment to the ARC-ST, 6 West Dry Creek Circle, Suite 110, Littleton, CO 80120-8031.
Advance Registration due no later than **July 13, 2009**.



Executive Director's Corner

By Keith R. Orloff, CST, FAST



Since our last *Communiqué* and as we approach the end of the Spring term for many programs, the ARC-ST Board of Directors (BoD), the Subcommittee on Accreditation for Surgical Assisting (SASA) and the accreditation services staff have experienced an exceptional period of activity.

Positive events affecting programmatic accreditation services for surgical technology and surgical assisting over the last 6 months as a result of the work of both SASA, ARC-ST and CAAHEP are highlighted below.

- Conducted 50 on-site visits and 125+ reviews of program applications, progress reports, and other accreditation related activities from September 2008 through May 2009.
- Recommended 15 Initial and 40 Continuing accreditation awards in surgical technology and 2 Initial and 1 Continuing accreditation awards in surgical assisting resulting in approximately 460 surgical technology and 10 surgical assisting CAAHEP accredited programs to date.
- Awarded **2009 Scholarships** totaling \$3000 to 4 students and 1 educator as a service to the student and educator communities (see the 2009 Scholarship award announcement in this issue of the *Communiqué*.)
- Contributed \$1000 donation to the Boys Town of Las Vegas in collaboration with the AST sponsored pre-Conference community outreach event.
- **Reid Adams, MD, FACS, Betsy Slagle, MS, RN, CST and Connie Bell, CST** joined the BoD as its newest members.
- **Sean Harbison, MD, FACS**, current BoD member, was elected as the newest member of the CAAHEP Board of Directors.
- Launched the new **Standards Interpretive Guide (SIG)** for surgical technology programs to assist programs in complying with the CAAHEP Surgical Technology *Standards & Guidelines*.
- Launched an **Implementation Timeline** to assist programs in complying with the 2008 CAAHEP Surgical Assisting *Standards & Guidelines* which took effect August 1, 2008.
- Hosted the enhanced **Accreditation Fundamentals for Educators (AFE)** workshop twice for 100+ participants. The AFE is a required tool to assist all new program directors (effective

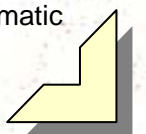
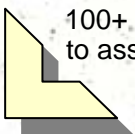
January 1, 2009) and is available to all program directors, instructors and school administrators.

- Hosted **Site Visitor Training** workshops, *Beginning and Advanced*, at both the Instructors Forum in San Diego and the Instructors Workshop in Las Vegas involving 100+ participants.
- Implemented, in collaboration with CAAHEP, a new On-Site Visitor Agreement defining the basic relationship with our volunteer on-site evaluators.
- Adopted significant new policies including a new Consent to Serve and Code of Conduct for both the BoD and SASA and a Whistleblower policy.
- Posted standardized ARC-ST reporting forms on the website for easy access 24 hours a day (see *Forms and Facts* link at www.arcst.org).
- Exhibited at the American College of Surgeon's 94th Clinical Congress in San Francisco and at the Association of peri-Operative Nurses' 56th Congress in Chicago.
- Adopted and posted the new logo to accompany our new name, the **Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA)** which takes effect August 1, 2009.

As the sole Committee on Accreditation (CoA) for accreditation of education programs in surgical technology and surgical assisting recognized by CAAHEP, the ARC-ST renders professional services to both allied health disciplines using volunteer evaluators. New site visitor applicants are needed. All qualified candidates are urged to apply (please see the *Site Visitor Information* link at www.arcst.org).

ARC-ST and CAAHEP share a collaborative mission to provide world-class recognition for quality surgical technology and surgical assisting education to the student, educator, regulatory and healthcare consumer communities, through specialized programmatic accreditation services. CAAHEP accreditation continues to serve as the *gold standard* for programmatic accreditation in the healthcare professions. The ARC-ST is proud to collaborate with CAAHEP in service to all of our communities of interest.

Congratulations to all of these programs who have been awarded initial and continuing CAAHEP programmatic accreditation...we applaud your continuing commitment to excellence in surgical technology and surgical assisting education through specialized programmatic accreditation.





2009 ARC-ST Scholarships CONGRATULATIONS !!



At its March 2009 meeting, the ARC-ST Board of Directors awarded the following 2009 scholarships*
(presented in alphabetical order)

Student Scholarships (\$500)

- **Sandra Bautista** (Dover Business College, Clifton, NJ)
- **Heidi Downey** (St. Luke’s Hospital and Health Network, Bethlehem, PA)
- **Karla Remick** (Hillyard Technical Center, St. Joseph, MO)
- **Jacquelyn Rogers** (Dover Business College, Dover, NJ)

Educator Scholarship—Advanced Degree (\$1000)

- **Dana Grafft** (Iowa Lakes Community College, Spencer, IA)

*There were no applications for the Educators Scholarship-Certification Credential .

More information on these scholarship winners will be published in the Fall 2009 Communiqué. Congratulations to each ARC-ST Scholarship Winner and Best of Wishes as you pursue your personal and professional goals!

~ NAME THAT NEWSLETTER ~



Along with our new name and logo, the ARC/STSA is looking for a new name for this newsletter.

Please submit all suggestions via e-mail to ann.mcguinness@arcst.org on or before October 1, 2009

The new name will be selected by the ARC/STSA Board of Directors and announced in January 2010

Future Mailings — Don’t Lose Out!

The *Communiqué* will be going out two times a year via e-mail. Please make sure we have your correct e-mail address so that you continue to receive each issue. Please e-mail elaine.mcfarlane@arcst.org if your e-mail address has changed. Please be sure to include your name and your school name so that we may update our database.

If you know of someone who would like to receive a copy of the *Communiqué* but is not currently on our mailing list, please send the information to the e-mail address listed above or contact us at (303) 694-9262.

CAAHEP Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology



~2010 Revisions ~

Public Comment Period

In 2010, CAAHEP will publish revised Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology and is seeking general comments from its communities of interest—including Surgical Technology program directors, faculty, and administrators.

Please submit your comments and suggestions, citing the specific Standard to which they apply, on or before **September 1, 2009**. Comments will be accepted via general mail delivery to:

ARC-ST
6 West Dry Creek Circle, Suite 110
Littleton, CO 80120-8031

Comments may also be submitted via e-mail to ann.mcguinness@arcst.org.

The Subcommittee on Accreditation in Surgical Assisting (SASA) Updates

The Commission on Accreditation of Allied Health Education Programs (CAAHEP), upon the recommendation of the Accreditation Review Committee on Education in Surgical Technology (ARC-ST) and its Subcommittee on Surgical Assisting Accreditation (SASA), adopted the 2008 CAAHEP Standards & Guidelines for Education in Surgical Assisting as approved by the *American College of Surgeons* (ACS), the *Association of Surgical Technologists* (AST) and the *National Surgical Assistant Association* (NSAA) at the *open hearing* in Denver on July 25, 2008. These revised SA Standards are part of a CAAHEP process which requires each of the Committees on Accreditation (e.g.; ARC-ST/SASA) to periodically review and update their standards to reflect both outcomes-based accreditation and changes to the educational needs of the profession.

These SA *Standards & Guidelines* are the direct result of three years of review and analysis as part of the CAAHEP process for standards revision and are designed to address the needs of our sponsors, accredited programs, students, practitioners and educators in reflecting the professional development of the field of surgical assisting.

The SA *Standards & Guidelines* became *effective* August 1, 2008 and are posted on the ARC-ST website (www.arcst.org) for easy access. Please note, only programs currently accredited *or* which have submitted a *completed* accreditation application package to the SASA/ARC-ST *prior* to August 1, 2008 may continue to operate under the 2002 Standards & Guidelines for a limited time. Those programs should begin to transition to the 2008 Standards and should refer to the **2008 Standards Implementation Timeline** below to determine which Standards may be met at a later date.

Timeline for Surgical Assisting 2008 Standards Compliance

New Applications: Initial applications received *on or after* August 1, 2008 must comply with all 2008 Standards.

Current Applications: Initial applications received *before* August 1, 2008—see timeline for currently accredited programs below.

Currently Accredited Programs: Accredited programs must meet or exceed all *Standards* on **August 1, 2008** except as follows:

- **Standard I A 1** Institutional Accreditation **August 1, 2010** - Mandatory demonstration of institutional accreditation (national or regional).
- **Standard III C** Resources – Curriculum **August 1, 2010** - Mandatory demonstration of compliance with Core Curriculum for SA, 2nd Ed.
- **Standard IV B** Student Evaluation – Outcomes Assessment **August 1, 2009**
 - Implement outcomes assessment beginning with academic year 8/1/09 – 7/31/10
 - Core Indicators = Graduate Satisfaction, Employer Satisfaction, retention, placement and program assessment examination (CFA or CSA exam)
 - Program initial annual reporting of outcomes



Subcommittee on Accreditation in Surgical Assisting (SASA)

Chair

Clinton Crews, MPH
Norfolk, Virginia

Committee Members

Van Bates, BA, CST
Fairview, Tennessee

David Jennette, CSA
Suffolk, Virginia

Dorothy Rothgery, CST/CFA, MS
Detroit, Michigan

Carolyn Stewart, PhD, EdS
Rock Hill, South Carolina



ARC/STSA Pre-Instructors Forum Workshops 2010



February 5, 2010

Francis Marion Hotel

**387 King Street
Charleston, SC 29403**

**8am – 12pm – Fundamentals of Accreditation (AFE) Workshop (4 CEs)
Cost: \$50 per person — in addition to IF registration fees, if also attending the IF**

1 – 5 pm – ARC/STSA Site Visitor's Training (4 CEs)

Cost: Free — (Beginners Prerequisite: Status as current site visitor or Accreditation Fundamentals for Educators (AFE) attendance and CAAHEP Site Visitor online training. Advanced Prerequisite: Status as current site visitor and performed at least one site visit.)

For further information on the ARC/STSA Pre-Instructors' Forum Workshops 2010 or to register, visit <http://www.arcst.org> or call ARC/STSA at 303-694-9262.

ARC-ST Summer/Fall 2009 Office Hours/Holiday Schedule

ARC-ST regular office hours are Monday - Friday, 8 AM - 4:30 PM (Mountain Time).

Offices Closed

ARC-ST offices will be closed on the dates noted below in observance of national holidays. Accreditation services and assistance will resume on the next business day during regular office hours.

Friday, *July 3, 2009*: Independence Day Observance

Monday, *September 7, 2009*: Labor Day Observance

Thursday & Friday, *November 26-27, 2009*: Thanksgiving Observance

Thursday & Friday, *December 24-25, 2009*: Holiday's Observance

Friday, *January 1, 2010*: New Year's Observance



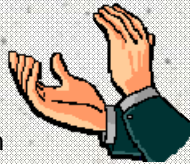
Note: ARC-ST offices will close at **noon** on Friday, *June 5th*, Friday, *August 7th*, and Friday, *October 9th*, 2009 for staff development .

Thank You ARC-ST Site Visitors!
We could not do what we do without you!!

Kristi Bailey
 Tina Baumer
 Connie Bell
 Debra Bradley
 Ruth Ann Briggs
 Lorrie Campbell
 Phil Carlock
 Jinnie Cook
 Lynda Custer
 Wanda Dantzler
 Crit Fisher
 Gemma Fournier
 Gregory Frazer
 Julia Hinkle
 Chris Keegan
 Robin Keith
 Susan Kinney
 Chuck Lane
 Wanda Leonard
 Tammy Mangold
 Bonita McCoy
 Libby McNaron

Janet Milligan
 Jan Olmsted
 Jody Randolph
 Lisa Reed
 Michelle Rey
 Betty Roberts
 Emily Rogers
 Sandra Russell
 Kim Shannon
 Betsy Slagle
 Kathy Snyder
 Christallia Starks
 Joyce Tate
 Lenworth Trail

BoD and SASA
 Jeff Bidwell
 Clinton Crews
 Kathy Lee
 Joe Long
 Arthur (Tony) Makin
 Dorothy Rothgery



You made our **Fall 2008** and **Spring 2009** site visits a success!

**Instructors
 Forum 2010**

February 5-6, 2010

Francis Marion Hotel
 387 King Street
 Charleston, SC 29403

Hotel Reservations:
 843-722-0600
*Mention group name,
 Association of Surgical
 Technologists,
 and event name,
 2010 Instructors Forum*

Fax: 843-723-4633
Reservation deadline:
 January 15, 2010
Room rate: \$139/night,
 single and double
 occupancy

For further information on the
 Instructors Forum 2010 or to reg-
 ister, visit <http://www.ast.org> or
 call AST at 800-637-7433, ext.
 2514.

~ FYA—FOR YOUR ACCREDITATION ~

Please contact your IT Department
 and be sure that any firewalls or
 security systems permit
 e-mails from the ARC-ST to
 be accepted into your regular
 e-mail inbox, not sent to
 “junk mail”!!!



Please note the minor (but important) change
 to the suite number at the
 ARC-ST when mailing docu-
 ments—please use **SUITE**
#110!!



The ARC-ST now has standardized
 accreditation forms available for
 downloading and use. Please
 visit the “**Forms and Facts**”
 page at [www.arcst.org/forms/
 ST/index.htm](http://www.arcst.org/forms/ST/index.htm).



The ARC-ST **Standards**
Interpretive Guide (ST
 SIG) is available at
www.arcst.org and can
 assist programs in under-
 standing the Standards—
 sort of a “Standards Cheat
 Sheet”!!!



ARC-ST Accreditation Packet \$75

The ARC-ST Accreditation Packet (otherwise known as the Self Study packet) is should be ordered when a program is pursuing application for initial accreditation. Materials in this packet include miscellaneous accreditation process and procedure documentation as well as materials required for submission of the self study application.

Initial Application Fee \$1200

This fee is due and must be submitted with the submission of the initial self-study application.

Initial On-Site Evaluation Fee \$2500

The initial on-site evaluation fee covers miscellaneous travel expenses incurred by the ARC-ST during the initial on-site evaluation. This fee is due and must be submitted with the submission of the initial self-study application.

Consultative Site Visit Fee \$4000

The consultative site visit fee covers miscellaneous travel expenses incurred by the ARC-ST during the consultative on-site evaluation. Please see the ARC-ST General Operating Procedures document to reference the circumstances when a consultative on-site evaluation is required. This fee is due and must be submitted at least one (1) month prior to the on-site evaluation.

Fees for the Random/Continuing on-site evaluations will continue to be included in the ARC-ST Annual Fee.

ARC-ST Annual Fee for Maintenance of Accreditation \$1500

This annual fee is due for all accredited surgical technology and surgical assisting programs. Programs will be invoiced between January and March of each year. (**Please note: CAAHEP invoices a \$450 dollar fee for the institution in May of each year).

Core Curriculum for Surgical Technology \$150

(available from AST's member services)
According to Standard III.C, program must meet or exceed the curricular requirements defined in this document.

CAAHEP Accreditation Fee \$450

This annual fee is separate from the ARC-ST fee of \$1500 and will be billed by CAAHEP in the month of May.

ARC-ST Approved Program Assessment Exams

For PAE contact AST at 800-637-7433.

For CST contact NBSTSA at 800-707-0057.

Per Standard IV.B, programs must implement one of these Outcomes Evaluation Tools, elected by each program in 2008, as part of ongoing outcomes accreditation requirements.

Distance Education/Satellite/ Consortium Application Fee \$250

This fee is for all programs pursuing approval of Distance education, Satellite, and Consortium programs/ Due upon submission of application.

AAD Initial Application Fee \$250

This fee is for all programs pursuing the Accelerated Alternate Delivery Course Approval. Due upon submission of application.

Accelerated Alternate Delivery (AAD) Option Annual Fee \$250

All surgical technology programs that have been approved to offer the AAD option will be invoiced as annual fee of \$250 in addition to the ARC-ST annual fee.

Distance Education/Satellite/ Consortium Annual Fee \$500

All surgical technology and surgical assisting programs that have been approved to offer their program at multiple facilities through a distance education, satellite or consortium model will be invoice an annual fee of \$500, per additional facility, in addition to the ARC-ST annual fee.

Late Fee \$100

In addition, the ARC-ST will be strictly enforcing its late fee of \$100. This will apply to any materials received in the ARC-ST office after the assigned/ requested date. This fee will only be waived if the program notifies the ARC-ST prior to the due date of its inability to meet the assigned date and an extension is granted by the ARC-ST. Only one extension will be granted to each program

CAAHEP Accreditation Actions

Schools That Have Received Initial Accreditation:

Congratulations to the following surgical technology and surgical assisting programs that were granted accreditation at the November 2008 and May 2009 CAAHEP meetings. These programs have successfully completed the accreditation process and have met or exceeded the national standards outlined in the *Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology* or the *Standards and Guidelines for the Accreditation of Educational Programs in Surgical Assisting*.

Surgical Technology:

Brown Mackie College, Cincinnati, OH
Brown Mackie College, Findlay, OH
Brown Mackie College, Fort Wayne, IN
Colorado Technical University, Pueblo, CO
Dover Business College, Clifton, NJ
East Valley Institute of Technology, Mesa, AZ
Indian Capital Technology Center, Muskogee, OK
McLennan Community College, Waco, TX
Minnesota West Community and Technical College, Luverne, MN
National College, Danville, VA
National College, Harrisonburg, VA
Rasmussen College, Brooklyn Park, MN
Rasmussen College, St. Cloud, MN
St. Mary's Health Center, Jefferson City, MO
San Juan College, Farmington, NM
South Arkansas Community College, El Dorado, AR

Surgical Assisting:

American Center for Excellence in Surgical Assisting, Inc., Greenwood, Village, CO
National Institute of First Assisting, Centennial, CO

Satellite Approval:

Surgical Technology:

Stevens-Henager College (Murray), Ogden, UT

Distance Education Approval:

Surgical Assisting:

Tulsa Technology Center, Tulsa, OK

Schools That Have Received Continuing Accreditation:

Surgical Technology:

Academy of Health Care Professions, Houston, TX
Aims Community College, Greeley, CO
Albany Technical College, Albany, GA
Anoka Technical College, Anoka, MN
Athens Technical College, Athens, GA
Augusta Technical College, Augusta, GA

Schools That Have Received Continuing Accreditation (cont.):

Surgical Technology:

Austin Community College, Austin, TX
Boise State University, Boise, ID
Bowling Green Technical College, Bowling Green, KY
Career Technical College, Monroe, LA
Catawba Valley Community College, Hickory, NC
Colorado Technical University, North Kansas City, MO
Concorde Career College, North Hollywood, CA
Concorde Career College, San Diego, CA
Concorde Career Institute, Jacksonville, FL
Dixie State College of Utah, St. George, UT
Florence-Darling Technical College, Florence, SC
Foothills Surgical Technology Consortium—Cleveland Community College, Shelby, NC
Hinds Community College, Jackson, MS
Illinois Central College, East Peoria, IL
Ivy Tech Community College, Indianapolis, IN
Lamson College, Phoenix, AZ
Lee County High Tech—North, Cape Coral, FL
Lindsey Hopkins Education Center, Miami, FL
Lorain County Community College, Elyria, OH
Louisiana Technical College, Lafayette, LA
Madison Area Technical College, Madison, WI
McCann Technical School, North Adams, MA
Monongalia County Technical Education Center, Morgantown, WV
Northampton Community College, Bethlehem, PA
Northland Community and Technical College—East Grand Forks, MN
NYU Langone Medical Center, New York, NY
Parkland College, Champagne, IL
Riverside Regional Medical Center, Newport News, VA
Rockingham Community College, Wentworth, NC
St. Luke's Hospital and Health Network, Bethlehem, PA
St. Philip's College, San Antonio, TX
Sanford Brown College, Houston, TX
Sanford Brown Institute, Jacksonville, FL
Sanford Brown Institute, Tampa, FL
Savannah Technical College, Savannah, GA
Simi Valley Adult School and Career Institute, Simi Valley, CA
Somerset Community College, Somerset, KY
South College, Asheville, NC
Southwestern College, Chula Vista, CA
Trinity College of Nursing & Health Sciences, Rock Island, IL
University of St. Francis, Ft. Wayne, IN
Vincennes University, Vincennes, IN
Waubensee Community College, Aurora, IL

Surgical Assisting:

Eastern Virginia Medical School, Norfolk, VA

