

# 2012 ANNOUNCEMENTS FOR PROGRAM DIRECTORS

## PROFESSIONAL DEVELOPMENT REQUIREMENTS FOR NEWLY APPOINTED PROGRAM DIRECTORS EFFECTIVE JANUARY 2009

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 surgical technology and surgical assisting program directors are required to attend an ARC/STSA *Accreditation Fundamentals for Educators (AFE)* Workshop within **one (1)** year of appointment.

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

- Accreditation Definitions
- Institutional versus Programmatic Accreditation
- Initial versus Continuing Accreditation
- Terminology Associated with Accreditation
- Accreditation Actions
- The Accreditation Process
- Assessment Planning
- Standards Interpretive Guide (SIG)
- Annual Reporting Requirements
- CAAHEP Standards & Guidelines
- Program Review Report
- Types of Accrediting Bodies
- Findings Letter Responses & Progress Reports

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/STSA in support of their appointment.

The workshops will be offered three times per year:

- before the AST Instructors Forum (February 10, 2012 – Orlando, FL)
- during the AST Instructors Workshop (Wednesday, May 23, 2012 – Washington, DC)
- on August 4, 2012 – Denver, CO

The cost of the workshop is **\$100** plus travel and accommodation expenses.

Please contact the ARC/STSA at 303-694-9269 or [info@arcstsa.org](mailto:info@arcstsa.org) for more information.

## ➤ We're Committed To Advancing Your Education.

### The ARC STSA 2012 Scholarship Program Multiple Scholarships—Up to \$1,000 each

The Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC STSA) is pleased to announce the launch of our **2012 Scholarship Program** in service to the Surgical Technology and Surgical Assisting student and educator communities.

Annually, since 2005, the **ARC STSA** Board of Directors has awarded multiple scholarships of up to **\$1,000** in at least two separate categories, Student Scholarship and Educator Scholarship. In 2012, the **ARC STSA** will award a total of up to **\$5,000** in combined scholarships.

➤ All eligible applicants are strongly encouraged to apply before the **February 27th deadline**. For eligibility requirements and to apply visit [arcstsa.org](http://arcstsa.org) today!

Scholarship recipients will be announced at the 2012 AST National Conference in Washington, DC and will be posted on our website, [arcstsa.org](http://arcstsa.org), by June 15, 2012.



## *CORE CURRICULUM FOR SURGICAL TECHNOLOGY, 6E IMPLEMENTATION UPDATE*

Effective January 1, 2013, all CAAHEP-accredited surgical technology programs are required to implement the *Core Curriculum for Surgical Technology, 6e* (CCST6e) for all new cohorts starting on or after January 1, 2013.

Programs can elect to implement the CCST6e prior to January 1, 2013. Programs that elect to implement the CCST6e prior to the January 1, 2013 mandated implementation date should submit the following documentation to the ARC/STSA, seeking approval of the proposed curriculum change and demonstrating evidence of CCST6e compliance:

- a revised copy of the ARC/STSA Curriculum Sequencing form (Form C-1 – available online at [www.arcstsa.org/index.php/educators/educators-surgical-technology/st-forms-and-facts/#stforms](http://www.arcstsa.org/index.php/educators/educators-surgical-technology/st-forms-and-facts/#stforms)) indicating the months of instruction for each of the four designated areas for one cohort of students
- a master curriculum list, including the course designation, course title, clock hours, and time increment (quarter, semester, trimester, etc.) of instruction
- for each course listed on the master curriculum list, a comprehensive syllabus including the course designation, course title, clock hours, time increment (quarter, semester, trimester, etc.) of instruction, course faculty, course schedule, course overview, course objectives, method of teaching, course content outline, outcomes assessment methods, and grading scale. Course syllabi should be submitted for all didactic, laboratory and clinical courses.
- An ARC/STSA Curriculum Comparison Form – CCST6e [CCF-6e](available at [www.arcstsa.org/index.php/educators/educators-surgical-technology/st-forms-and-facts/#stforms](http://www.arcstsa.org/index.php/educators/educators-surgical-technology/st-forms-and-facts/#stforms)) indicating that the proposed curriculum offered will meet or exceed the content requirements of the *Core Curriculum for Surgical Technology, 6e*.

*Please note that a comprehensive syllabus should include the following: the course designation, course title, credit hours, clock hours, period of instruction, course faculty, course schedule, course overview, course objectives, methods of instruction, detailed content outline\*, outcomes assessment methods, and grading scale. Course syllabi should be submitted for all didactic, laboratory and clinical courses.*

[\* A detailed content outline is a document that is either included within the syllabus or is a companion document to the syllabus that clearly specifies the CCST6e topic(s) instructed within the course, as listed on the ARC/STSA Curriculum Comparison Form 6e (CCF-6e), including specific surgical procedures. CCST6e compliance is determined by identifying a topic on the ARC/STSA Curriculum Comparison Form, 6e, identifying the syllabus and page number indicating where the specific content is located in the applicable syllabus, then identifying the topic on the syllabus page specified.]

The ARC/STSA Board of Directors will notify programs beforehand regarding the documentation requirements for submission implementation of the CCST6e.



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# ARC/STSA 2011 SURGICAL TECHNOLOGY OUTCOMES THRESHOLDS REVIEW NOTIFICATION

At the September 15-17, 2011 meeting, the Board of Directors of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) reviewed and reaffirmed the outcomes thresholds for CAAHEP-accredited programs in surgical technology. The ARC/STSA approved outcomes thresholds, effective August 1, 2011, remain unchanged and are as follows:

- **Retention – 70%**  
[calculated by the number of students completing the program on a completion date divided by the number of students (enrolled, transferred in, changed on-time cohort completion date due to failed course, leave of absence, etc.) assigned an original or revised (if applicable) on-time cohort completion date (anticipated graduation date)]
- **Approved Outcomes Assessment Exam**
  - For CAAHEP-accredited programs: NBSTSA Certified Surgical Technologist [CST] Exam  
100% participation rate  
70% pass rate on the CST Exam
  - For applicant programs seeking CAAHEP Initial Accreditation: NBSTSA Comprehensive (Secure) CST Practice Exam  
100% participation rate
- **Graduate Placement – 80% positive placement**
  - placed in the field of surgical technology, a directly related field, or an Active Duty Military placement
  - continuing their education
  - placed in field of surgical technology, a directly related field or an Active Duty Military placement **AND** continuing their education in a related field
- **Employer Surveys**
  - use of the standardized ARC/STSA Employer Survey tool administered no sooner than 9 months after employment
  - 50% Employer Survey return rate
  - 85% Employer Survey satisfaction [24 of 28 areas rated 3 or higher on the 5 point Likert scale.]
- **Graduate Surveys**
  - use of the standardized ARC/STSA Graduate Survey tool administered no sooner than 6 months after graduation
  - 50% Graduate Survey return rate
  - 85% Graduate Survey satisfaction [7 of 8 areas rated 3 or higher on the 5 point Likert scale.]

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Prior to the January 1, 2013 deadline, the ARC/STSA Board of Directors will notify programs of the documentation required for submission as evidence of implementation of the CCST6e.

# ➤ ARC STSA Workshops In Conjunction with the 2012 Instructors Forum

Friday February 10 2012 • Orlando Florida  
Doubletree by Hilton Orlando at SeaWorld

- 7:30am: Registration
- 8:00-Noon: **Accreditation Fundamentals for Educators (AFE)**  
ARC STSA Board of Directors **4CEs**
- Noon-1pm: Lunch (*on own*)
- 1-5pm: **Site Visitors Training (SVT)**  
*Beginning\* or Advanced\*\**  
ARC STSA Board of Directors **4CEs**

**SVT Workshop Prerequisites:**

\*Status as a currently approved ARC STSA site visitor.

-or-

Must attend AFE Workshop and complete the online CAAHEP Site Visitor Quiz ([quiz.caahep.org](http://quiz.caahep.org)) prior to attending Beginning Site Visitor Training.

\*\*Must have attended Beginning Site Visitor Training and completed at least one site visit in the last twelve months prior to attending Advanced Site Visitor Training.

• **Doubletree by Hilton Orlando at SeaWorld Info:**

Please visit: [www.ast.org/professionals/continuing\\_ed.aspx](http://www.ast.org/professionals/continuing_ed.aspx)

The AFE workshop fulfills the 1/1/09 ARC STSA policy that requires all new program directors to attend an AFE workshop within one year of their appointment.

**ARC STSA Registration Fees**

- AFE \$100  
 SVT Beginning Free  
 SVT Advanced Free

Date: \_\_\_\_\_ Member/Cert/License no: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Institution/Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Email: \_\_\_\_\_

Check for payment enclosed

Please send registration and check/money order to:

**ARC STSA, 6 W Dry Creek Circle, Suite 110, Littleton, CO 80120**



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