

INSTITUTIONAL EFFECTIVENESS: OUTCOMES ASSESSMENT POLICY

The information each NACCAS-accredited institution provides on the annual report submitted to NACCAS is used to calculate outcome rates for the institution.

A school with any rate falling below the minimum standard shall be required to attend a NACCAS Accreditation Workshop and a special Outcomes Work Group within six months, and, within six weeks following the workshop, submit an improvement plan that encompasses

- a. All outcomes;
- b. All areas in the Sample Plan for Improvement of Low Outcomes; and
- c. Any other areas identified by the school as contributing to its low outcomes.

The Chief Executive of NACCAS shall review each improvement plan and shall have the authority to take the following administrative actions:

- a. Approve the plan.
- b. Request additional information.
- c. Require the school to strengthen its plan in one or more of the following ways:
 - i. Require the school to complete the NACCAS Appendix D Consultation and Institutional Effectiveness Analysis in whole or in part.
 - ii. Complete the Outcomes Assessment Exercise.
 - iii. Require the school to submit documentation of consultation with its Advisory Committee.
- d. Refer the school record to the full Commission.

A follow-up report must be submitted each year, on or prior to dates established by the Commission, until the rate meets or exceeds NACCAS' minimum standard.

The Chief Executive of NACCAS shall order a school to undergo an on-site evaluation by one or more staff members or evaluators in any of the following circumstances:

- a. On the annual report submitted the first year following the base year, the deficient outcome has not improved by five percentage points.

Outcomes Assessment Policy

- b. On the annual report submitted the second year following the base year, the outcome does not meet or exceed NACCAS' minimum standard.
- c. On the annual report submitted either the first or second year following the base year, one of the other outcomes falls below NACCAS' minimum standard.

The base year is the year the first annual report with a below standard outcome was due.

The on-site evaluator(s) shall review the school's plan to improve its outcomes and actions taken by the school to implement the plan.

The school must provide the on-site evaluator(s) with documentation on each individual student who has caused the school's rate to fall below the minimum standard (for example, the student dropped out of school, failed the licensure or certification examination, was counted as ineligible for employment, or was not employed).

The school must provide the on-site evaluator(s) with statistics, data, analyses, records of Advisory Committee consultations, and other information to explain the factors it believes lead to deficient outcomes.

Based on the outcomes information in the Visit Report, and other information, the Commission shall take one or more of the following actions:

- a. Continue the school's accreditation;
- b. Place the school on "Accreditation with Reporting Requirements;"
- c. Shorten the school's period of accreditation and call the school up for early renewal of accreditation;
- d. Withdraw accreditation.

Pursuant to Section 8.18 of NACCAS' *Rules of Practice and Procedure*, and federal regulations, the Commission must withdraw accreditation from any institution which does not bring its standards within NACCAS minimums within established timelines. If the Commission finds the school is providing a quality education not reflected in its low outcomes due to special circumstances, the Commission shall include in the school record a written explanation of those circumstances on which it bases an action other than withdrawal of accreditation.