

**DATE: June 11, 2014**

**TO: All Accredited Organizations**

**FROM: Kathy Chappell, PhD, RN  
Director, Accreditation Program**

**RE: June Update**

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I am pleased to provide you with an ANCC Accreditation Program Newsletter containing information from the Accreditation Program at the American Nurses Credentialing Center. I have included highlights about the program and information to help your organization with its accreditation needs.

#### **Accreditation Program Operations**

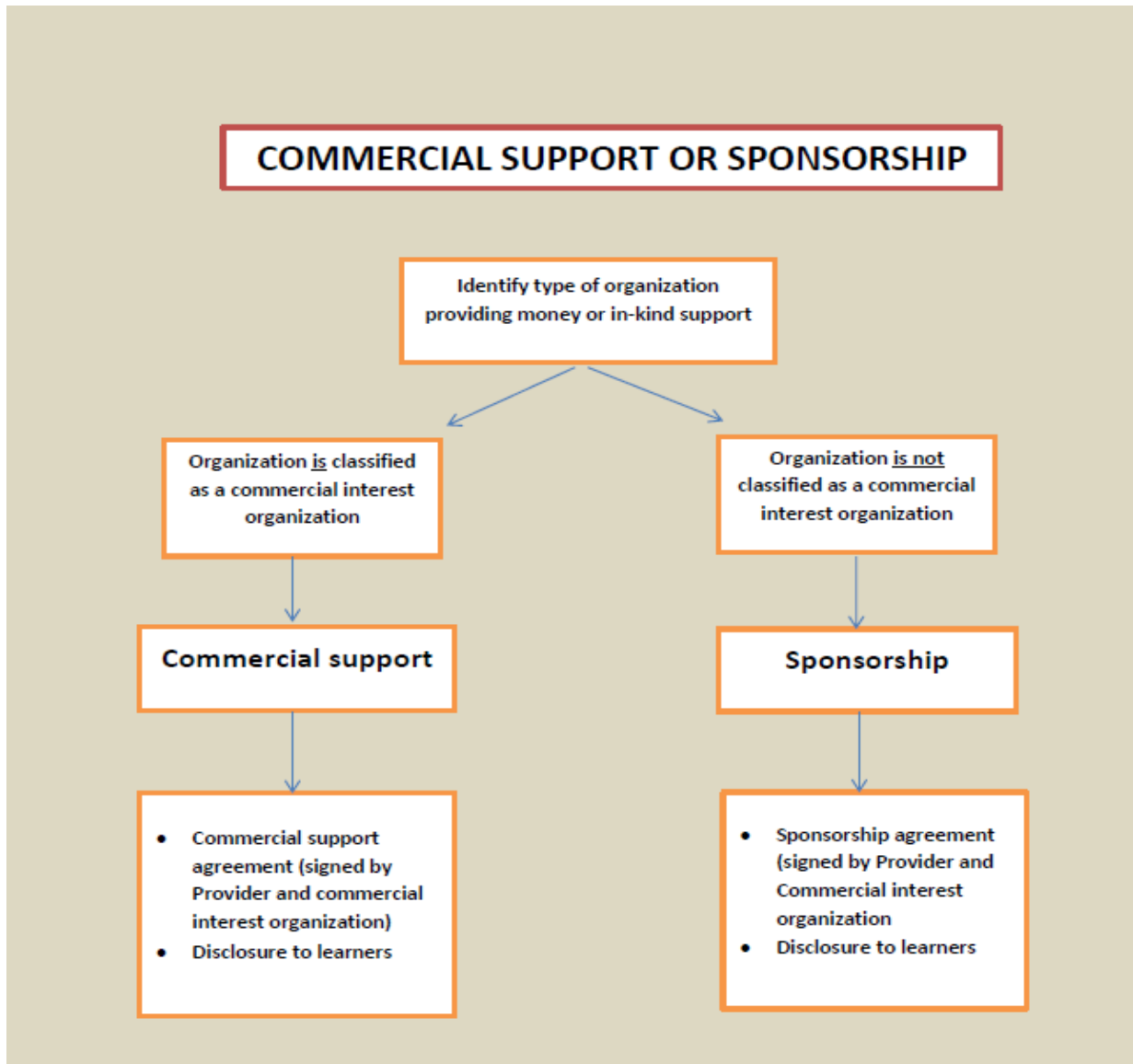
- Reminder! All accredited organizations are required to submit an annual report each year with the exception of organizations that are applying for re-accreditation and are assigned to the March, July or November 2014 accreditation cycles. Please contact Robin Rak immediately if you have not submitted your annual report ([robin.rak@ana.org](mailto:robin.rak@ana.org)). Organizations failing to submit an annual report will not be considered accredited organizations in good standing and risk suspension or revocation of accreditation.
- A New Applicant Provider Unit Workshops is scheduled for August 11, 2014. This workshop is appropriate for organizations interested in applying to become an ANCC Accredited Provider. The workshop is also a great opportunity for those new to the ANCC Accreditation Program system such as new Lead Nurse Planners, Nurse Planners or Accreditation Specialists. Please contact Robin Rak at [robin.rak@ana.org](mailto:robin.rak@ana.org) if you are interested in attending.
- An Approver Unit Workshops is scheduled for August 12, 2014. This workshop is only for organizations currently accredited as Approver Units. To register, please contact Robin Rak at [robin.rak@ana.org](mailto:robin.rak@ana.org)

- Upcoming events:
  - Annual ANCC Continuing Nursing Education (CNE) Symposium – 10<sup>th</sup> anniversary!
    - Wednesday, July 16<sup>th</sup> – 8 am – 4:30 pm
    - Orlando, FL
    - Tuesday, July 15<sup>th</sup> from 7 – 8:30 pm
      - Accreditation criteria Q&A
    - [www.anpd.org](http://www.anpd.org)
  - Professional Nurse Educators Group (PNEG) 41<sup>st</sup> Annual Conference
    - October 3 – 5, 2014
    - Preconference: October 2
    - Mayo Clinic, Rochester MN
    - [www.pneg.org](http://www.pneg.org)
  - Alliance for Continuing Education in the Health Professions Quality Conference
    - September 23 – 26
    - Baltimore, MD
    - [www.acehp.org](http://www.acehp.org)

## Accreditation Criteria – Information and Tips for Accredited Organizations

ANCC’s staff, appraisers, and commissioners routinely see the same issues in documentation. In this section, we offer some tips and suggestions. Examples are not attributed to any particular organization but are rather a summary of common deficiencies and/or opportunities for improvement.

### Sponsorship vs Commercial Support – A decision tree



### **Links to ANCC Accreditation Forms**

Log in: <http://www.nursecredentialing.org/PrimaryAccreditation.aspx>

Accredited Provider forms:

- [accred-provider](#)
- [anccforms](#)

Accredited Approver forms:

- [accred-approver](#)
- [anccforms](#)

Director's Updates:

- [accred-update](#)
- [updates](#)

### **Accreditation Program Staff Contact List**

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- Monica Whipps, M.Ed, Senior Operations Specialist – Provides operational support for the Accreditation Program; responsible for financial tracking and reporting, ISO certification, and Web site; [Monica.whipps@ana.org](mailto:Monica.whipps@ana.org)
- Robin Rak, AAS, CPCS, Senior Administrative Assistant II – Provides operational support for the Accreditation Program; [robin.rak@ana.org](mailto:robin.rak@ana.org)
- Christine Dumire, BSN, RN, Program Specialist, Accreditation – Provides operational support for the Accreditation Program including activity file audit reviews; contact [accreditation@ana.org](mailto:accreditation@ana.org)

**The ANCC Accreditation Program Newsletter will be sent out monthly and will be posted on the ANCC Accreditation Web page. Please let us know if you have any questions or if there is additional information that you would like to see included.**