

ICPE Responsibilities – Related to Standards and Criteria Review During On-Site Evaluation

Academic (some with NACCAS Staff)

Responsible for:

- Standard I, Criteria 7 - 11
- Standard II, all Criteria
- Standard III, Criteria 3 – 5
- Standard V, Criterion 5
- Standard VI, Criteria 3-5, 7-8, 10-14, 16, 17, and 19
- Standard VIII, Criterion 1
- Standard IX, Criteria 1 and 2
- Standard X, Criteria 1 and 3-8
- Interview Instructors
- Observe Academic Learning Classes
- Observe Practical Learning and Clinic Activities
- Provide all required documents for the visit report

School Owner/Administrator (some with NACCAS Staff)

Responsible for:

- Standard III, Criteria 3-5, 7-9, 11, 15, and 16
- Standard IV, Criteria 1, 2, 4-6, 8-10, 12, 15-19
- Standard V, Criteria 3 and 6
- Standard VI, Criterion 3
- Standard VII, Criteria 4-7, 9 and 10
- Standard IX, Criteria 1, 4 and 6
- Student record/file review and completing file review grid:
(SAP, Refunds, Contracts, etc.)
- Interview School administrative staff
- Provide all required documents for the visit report

Practitioner (some with NACCAS Staff)

Responsible for:

- Standard III, Criteria 1-5 and 16
- Standard V, Criteria 1-4 and 8
- Standard VI, Criteria 5 - 9, 11, and 12
- Standard VIII – all
- Standard IX, Criterion 3
- Interview students
- Observe academic learning classes
- Observe Practical Learning and Clinic Activities
- Provide all required documents for the visit report

NACCAS Staff (some with ICPE)

Responsible for:

- **Standard I, Criteria 1 – 7**
- **Standard II, Criteria 1 – 10**
- **Standard III, Criteria 1, 3 – 13, and 15**
- **Standard IV, Criteria 1 – 8, 11 – 14, 17 and 19**
- **Standard V, Criterion 7**
- **Standard VI, Criteria 1, 2, 4, and 16 – 18**
- **Standard VII, Criteria 1, 2 (FIN), 3, and 7 – 10**
- **Standard VIII None**
- **Standard IX, Criteria 2, 5, and 6**
- **Standard X, Criteria 1 and 2**
- **Team Lead regardless of on-site or virtual**
- **Review school ISS and provide copy of review letter**
- **Provide Team Logistics**
- **Provide Team with current Commission position**
- **Conduct pre-visit team meeting via conference call the morning of each visit**
- **Lead Morning Information Meeting (MIM) with school**
- **Monitor team progress and school compliance throughout the visit day**
- **Lead Exit Interview**
- **Finalize Visit Report**