



ACCREDITATION REPORT RUBRIC

Program Name: Insert Program Name

The information submitted is correct
and an accurate reflection of the program evaluated
to the best of my knowledge and belief.
I understand that electronically typing my name
in this document is considered to have the same
legally-binding effect as signing my signature
using a pen and paper.

Candidacy Review Council (CRC) Report Submitted: Insert Date

Onsite Team Member: Insert Team Member Name

Onsite Team Member Position: Insert Team Position
Date Report Submitted: Insert Date

Submitted Through AMS Portal



BACKGROUND

ABPTRFE's accreditation process is grounded in the fundamental principle of peer-review that enables other physical therapists and higher education faculty and administrators to conduct reviews of clinical residency and fellowship programs on behalf of participants. The accreditation process is guided by transparent standards that are collaboratively established by professional peers and member programs.

The initial accreditation process provides ABPTRFE an opportunity to engage in a multi-level review beginning with the Candidacy Review Council. The Candidacy Review Council evaluates a program's Self-Evaluation Report and Exhibits, making recommendations to ABPTRFE on the level of a program's preparedness to undergo a comprehensive onsite visit.

Following a grant of candidacy, residency and fellowship programs prepare for the onsite visit by revising the Self-Evaluation Report and Exhibits based on the feedback received from the Candidacy Review Council through this Accreditation Report Rubric. The onsite team uses this same rubric to determine whether the program successfully implemented and fully demonstrates compliance with the ABPTRFE Quality Standards before making recommendations to the program and ABPTRFE.

For residency and fellowship programs undergoing renewal of accreditation, the onsite team uses this Accreditation Report Rubric to document a program's ongoing compliance with the ABPTRFE Quality Standards through a review of a program's Self-Evaluation Report, Exhibits, and onsite visit, before making recommendations to the program and ABPTRFE.

Throughout each step, residency and fellowship programs are provided an opportunity to respond and demonstrate full compliance with any "Needs Improvement" or "Inadequate" findings prior to ABPTRFE's review and making a final decision.

The Team Lead of the onsite team is responsible for guiding the onsite visit in accordance with ABPTRFE's Processes and Procedures and ensures that team members complete their tasks during the onsite visit.

SELF-EVALUATION REPORT (SER)

The Self-Evaluation Report tells a story about the residency or fellowship program, beginning with its history and mission then focusing on its current state and future. Programs present their passion for offering a quality curriculum that provides physical therapists with the knowledge, skills, and affective behaviors to enhance the practice of physical therapy. Programs craft their story using the Self-Evaluation Report template and Exhibits as a guide while narratively describing how their policies and procedures meet the intent of the ABPTRFE Quality Standards.



INSTRUCTIONS

Candidacy Review Council: ABPTRFE appoints members to the Candidacy Review Council who are responsible for completing comprehensive reviews of programs seeking candidacy status. Council members use the Accreditation Report Rubric to complete an initial evaluation on whether the program already “Meets Expectations” or is likely to meet expectations once granted candidacy. The Candidacy Review Council uses the Accreditation Report Rubric to provide an initial determination and provide detailed feedback to developing programs on the steps they need to take to demonstrate full compliance with the ABPTRFE Quality Standards.

The Candidacy Review Council member completes all rubric content indicated in **blue** and provides detailed feedback under “**CRC Required Actions**” in **red** for any finding of “Needs Improvement” or “Inadequate”. The Candidacy Review Council member completes the “**CRC Comments**” to provide general guiding feedback to programs on what they are doing well or areas they may consider for further enhancement or improvement—as part of the value in the peer-review process. Rubric content in **green** is for onsite completion only.

Onsite Team: ABPTRFE staff appoints individuals to serve on onsite teams. Each team member completes the Accreditation Report Rubric based on their respective team roles:

- **Team Lead:** Compiles the team’s reports to provide ABPTRFE with a clear representation of the program’s compliance with published Quality Standards. Submits Accreditation Report Rubric to ABPTRFE staff four weeks following the onsite visit.
- **Program Administration/Outcomes:** responsible for comprehensively reviewing Quality Standards 1, 4, and 5. Submits Accreditation Report Rubric to the team lead two weeks following the onsite visit.
- **Practice Area Expert:** responsible for comprehensively reviewing Quality Standards 2, 3, and 5. Submits Accreditation Report Rubric to the team lead two weeks following the onsite visit.

The onsite team completes all rubric content in both **blue** and **green**. The rubric items in **green** are only reviewed during the onsite visit.

Findings Guidelines

- **Exceeds Expectations:** a team member may indicate a finding of exceeds expectations for key elements where programs demonstrate they go beyond the minimum intent of the Quality Standards.
- **Meets Expectations:** a team member may indicate a finding of meets expectations for key elements where programs demonstrate they meet the minimum intent of the Quality Standards.
- **Needs Improvement:** a team member may indicate a finding of needs improvement for key elements where programs demonstrate they partially meet the minimum intent of the Quality Standards.

- **Inadequate:** a team member may indicate a finding of inadequate for key elements where programs demonstrate they do not meet the minimum intent of the Quality Standards.

For all findings of “needs improvement” or “inadequate”, the Council and team members are required to indicate the required actions necessary for the program to demonstrate compliance with the deficient key element. Each required action must relate directly back to a Quality Standard or key element.

For required actions, all statements should begin with, “[Insert Name of Program] needs to [insert the action necessary for the program to demonstrate compliance with the Quality Standard or key element.]”

As part of the peer review process, it is important that programs receive suggestions for improving their curriculum and support services. The accreditation process allows programs to benefit from an external review and perspective. Onsite team members are encouraged to provide suggestions within the report. Suggestions are those recommendations that are not required to meet minimum Quality Standards, but are provided to programs as an opportunity for growth and improvement.

For suggestions/comments, all statements should begin with, “[Insert Name of Program] may want to consider [insert the recommendation for improvement].”

The team lead is ultimately responsible for making final evaluations on whether programs demonstrate compliance with Quality Standards and whether suggestions/comments are appropriate for inclusion in the final Accreditation Report Rubric. It is within the team lead’s discretion to change a determination as necessary based on programs’ response and evidence presented during the onsite visit.

HELPFUL HINTS

- All required actions and comments should be objectively written in third person, narrative format using declarative sentences and simple verbs. The Accreditation Report Rubric should avoid broad generalities and speculative views.
- The Accreditation Report Rubric represents accurate, concise, factual, and thorough presentation of the findings during a candidacy and onsite visit evaluation.
- When making an overall determination whether programs exceed, meet, need improvement, or are inadequate, the Accreditation Report Rubric should cite evidence of documents reviewed during candidacy or onsite which led to the specific finding, include specific examples.
- The Accreditation Report Rubric documents attributes and deficiencies using language found in the Quality Standards and key elements. All deficiencies must be documented.
- The Accreditation Report Rubric should focus on identifying the required action necessary for programs to provide evidence or demonstrate compliance with the Quality Standards or key elements. Programs bear the responsibility of demonstrating compliance with the ABPTRFE Quality Standards.
- The Accreditation Report Rubric accurately presents comments, required actions, and suggestions using direct quotations, references, data, and examples from evidence presented or team members’ reports.
- The Accreditation Report Rubric should not reference individual team members’ reports or contain supporting exhibits.
- The Accreditation Report Rubric does not make recommendations to ABPTRFE concerning the overall accreditation of programs.

PROGRAM ASSESSMENT

- A. Describe the program's preparedness to undergo the self-evaluation process.

Insert Response

- B. Describe the program's submission of the self-evaluation report and exhibits.

Insert Response

PROGRAM PROFILE

- A. Briefly describe the program's history and why it was developed.

Insert Response

- B. For Re-Accreditation, describe any major changes since the program's most recent accreditation review (e.g., admissions, faculty, enrollment, curriculum, or marketing).

Insert Response

PROGRAM ORGANIZATION

- A. Describe the program's organizational structure.

Insert Response

- B. List the number of affiliated practice sites.

Insert Response

- C. If more than one practice site, indicate if all participants rotate to all sites.

Choose an item.

NON-CLINICAL QUALITY STANDARDS

STANDARD I: MISSION, GOALS, AND OUTCOMES

Residency/Fellowship programs' mission communicates the advancing education offered to increase a physical therapist's efficiency and improve outcomes. The mission identifies the program's defined area of practice and promotes excellence in the field of physical therapy education by graduating competent specialty practitioners. The mission guides the program's operations and future growth. The program's goals direct the efforts necessary for continued viability. The program's outcomes identify the knowledge and competencies participants gain upon program completion. Key indicators demonstrate the achievement of the program's mission, goals, and outcomes.

QUALITY STANDARD I KEY ELEMENTS: A residency/fellowship program meets this quality standard through the effective implementation and consistent documentation of the following key elements:

- 1.1 The mission statement communicates the program's purpose and commitment to providing quality advanced education to physical therapists in a defined area of practice.
- 1.2 The program's mission statement aligns with the sponsoring organization's mission statement.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Easily measurable.	<input type="checkbox"/>	Measurable.	<input type="checkbox"/>	Not easily measurable.	<input type="checkbox"/>	Not measurable.	<input type="checkbox"/>
Clear and concise.	<input type="checkbox"/>	Clear.	<input type="checkbox"/>	Somewhat wordy.	<input type="checkbox"/>	Overly broad.	<input type="checkbox"/>
Clearly communicates program's purpose.	<input type="checkbox"/>	Communicates program's purpose.	<input type="checkbox"/>	Unclear on the program's purpose.	<input type="checkbox"/>	Does not communicate the program's purpose.	<input type="checkbox"/>
Clearly identifies the defined area of practice.	<input type="checkbox"/>	Identifies the defined area of practice.	<input type="checkbox"/>	Unclear on the defined area of practice.	<input type="checkbox"/>	Does not identify a defined area of practice.	<input type="checkbox"/>
Clearly communicates commitment to providing quality advanced education to physical therapists.	<input type="checkbox"/>	Commitment to providing quality advanced education to physical therapists.	<input type="checkbox"/>	Unclear commitment to providing quality advanced education to physical therapists.	<input type="checkbox"/>	Does not communicate the program's commitment to providing quality advanced education to physical therapists.	<input type="checkbox"/>
Promotes growth, continuous improvement, and strategic initiatives.	<input type="checkbox"/>	Guides growth, continuous improvement, and strategic initiatives.	<input type="checkbox"/>	Inconsistently supports growth, continuous improvement, and strategic initiatives.	<input type="checkbox"/>	Does not support growth, continuous improvement, or strategic initiatives.	<input type="checkbox"/>
Supports and enhances the sponsoring organization's mission statement.	<input type="checkbox"/>	Aligns with the sponsoring organization's mission statement.	<input type="checkbox"/>	Inconsistent with the sponsoring organization's mission statement.	<input type="checkbox"/>	Does not align with the sponsoring organization's mission statement.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 2 – Mission and Goals Chart						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						

Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

1.3 The program identifies goals that are reflective of the defined area of practice. The program goals support the achievement of the mission and communicate the ongoing efforts necessary to support continued sustainability.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Clearly reflects the defined area of practice.	<input type="checkbox"/>	Reflects the defined area of practice.	<input type="checkbox"/>	Somewhat reflects the defined area of practice.	<input type="checkbox"/>	Does not reflect the defined area of practice.	<input type="checkbox"/>
Well-balanced general aims or purposes of the program's administration and curriculum.	<input type="checkbox"/>	Describes the general aims or purposes of the program's administration and curriculum.	<input type="checkbox"/>	Describes the general aims or purposes of either the program's administration or curriculum.	<input type="checkbox"/>	Does not describe the general aims or purposes of the program's administration and curriculum.	<input type="checkbox"/>
Broadly stated, meaningful, and achievable.	<input type="checkbox"/>	Broadly stated.	<input type="checkbox"/>	Overly specific.	<input type="checkbox"/>	Narrowly focused.	<input type="checkbox"/>
Lead to clearly assessable outcomes.	<input type="checkbox"/>	Lead to assessable outcomes.	<input type="checkbox"/>	Not easily measurable.	<input type="checkbox"/>	Not measurable.	<input type="checkbox"/>
Clearly evident framework with specific criteria for determining program outcomes.	<input type="checkbox"/>	Framework used for determining program outcomes.	<input type="checkbox"/>	Framework unclear in determining program outcomes.	<input type="checkbox"/>	Framework not used to determine program outcomes.	<input type="checkbox"/>
Supports the mission.	<input type="checkbox"/>	Reflects the mission.	<input type="checkbox"/>	Inconsistent with the mission.	<input type="checkbox"/>	Not aligned with the mission.	<input type="checkbox"/>
Informs curriculum development, continuous improvement efforts, financial stability, strategic planning, and program sustainability.	<input type="checkbox"/>	Informs curriculum development, continuous improvement efforts, financial stability, and program sustainability.	<input type="checkbox"/>	Does not communicate ongoing efforts to support curriculum development, continuous improvement efforts, financial stability, or program sustainability.	<input type="checkbox"/>	Does not support curriculum development, continuous improvement efforts, financial stability, and program sustainability.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 2 – Mission and Goals Chart						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							

ABPTRFE Decision:	
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1.4 The program develops outcomes that identify measurable behaviors reflective of the defined area of practice which describe the knowledge, skills, and affective behaviors participants gain upon completion of the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Clearly reflects the defined area of practice.	<input type="checkbox"/>	Reflects the defined area of practice.	<input type="checkbox"/>	Somewhat reflects the defined area of practice.	<input type="checkbox"/>	Does not reflect the defined area of practice.	<input type="checkbox"/>
Aligns with and supports achievement of the mission and goals.	<input type="checkbox"/>	Supports the mission and goals.	<input type="checkbox"/>	Inconsistently supports the mission and goals.	<input type="checkbox"/>	Does not support the mission and goals.	<input type="checkbox"/>
Clearly identifies the knowledge, skills, and affective behaviors participants achieve.	<input type="checkbox"/>	Identifies the knowledge, skills, and affective behaviors participants achieve.	<input type="checkbox"/>	Somewhat identifies the knowledge, skills, and affective behaviors participants achieve.	<input type="checkbox"/>	Does not adequately identify the knowledge, skills, and affective behaviors participants achieve.	<input type="checkbox"/>
Concise and specific.	<input type="checkbox"/>	Clear and specific.	<input type="checkbox"/>	Overly broad.	<input type="checkbox"/>	Overly comprehensive and not specific.	<input type="checkbox"/>
Clearly measurable.	<input type="checkbox"/>	Measurable.	<input type="checkbox"/>	Somewhat measurable.	<input type="checkbox"/>	Not measurable.	<input type="checkbox"/>
Readily observable.	<input type="checkbox"/>	Observable.	<input type="checkbox"/>	Somewhat observable.	<input type="checkbox"/>	Not observable.	<input type="checkbox"/>
		Focus on learning outcomes rather than curriculum inputs.	<input type="checkbox"/>			Focus on curriculum inputs.	<input type="checkbox"/>
Reflects a single, focused outcome rather than combine multiple outcomes supporting clearly measurable outcome statements.	<input type="checkbox"/>	Mostly reflects a single outcome within each statement rather than combining multiple outcomes that is readily measurable.	<input type="checkbox"/>	Majority of program outcome statements combine multiple outcomes within single statements making it difficult to measure.	<input type="checkbox"/>	Combines multiple outcomes within single statements that results in inability to effectively measure.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 3 – Assessment Table						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

1.5 The program identifies key indicators it uses to annually monitor and measure the achievement of the program’s mission, goals, and outcomes. Key indicators form the basis for evaluating participant performance and determining program effectiveness.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Clearly identifies key indicators that correspond to mission, goals, and outcomes.	<input type="checkbox"/>	Identifies key indicators that correspond to mission, goals, and outcomes.	<input type="checkbox"/>	Majority of key indicators correspond to mission, goals, and outcomes.	<input type="checkbox"/>	Some key indicators correspond to mission, goals, and outcomes.	<input type="checkbox"/>
Concise and well-defined.	<input type="checkbox"/>	Clear and well-defined.	<input type="checkbox"/>	Somewhat defined.	<input type="checkbox"/>	Unclear.	<input type="checkbox"/>
Easily measurable.	<input type="checkbox"/>	Measurable.	<input type="checkbox"/>	Somewhat measurable.	<input type="checkbox"/>	Not measurable.	<input type="checkbox"/>
Clearly identifies quantitative and qualitative metrics that corresponds to key indicators.	<input type="checkbox"/>	Identifies quantitative or qualitative metrics that corresponds to key indicators.	<input type="checkbox"/>	Identifies quantitative or qualitative metrics that correspond to some key indicators.	<input type="checkbox"/>	Metrics do not correspond to key indicators.	<input type="checkbox"/>
Data is regularly collected and evaluated throughout the year.	<input type="checkbox"/>	Data annually collected and evaluated.	<input type="checkbox"/>	Data is intermittently collected and evaluated.	<input type="checkbox"/>	Minimal data is collected and evaluated.	<input type="checkbox"/>
Data supports efficient evaluation of participant performance.	<input type="checkbox"/>	Data supports evaluation of participant performance.	<input type="checkbox"/>	Data is somewhat sufficient for evaluating participant performance.	<input type="checkbox"/>	Data is insufficient for evaluating participant performance.	<input type="checkbox"/>
Data results in clear evidence of program effectiveness.	<input type="checkbox"/>	Data results in evidence of program effectiveness.	<input type="checkbox"/>	Data is somewhat sufficient evidence of program effectiveness.	<input type="checkbox"/>	Data is insufficient evidence of program effectiveness.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 2 – Mission and Goals Chart Exhibit 3 – Assessment Table						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

QUALITY STANDARD 2: CURRICULUM DESIGN AND INSTRUCTION

Residency/Fellowship programs focus on the advancement of physical therapist knowledge and practice. Curriculum design focuses the knowledge, skills, and affective behaviors the participant gains in the defined area of practice that may include, but is not limited to: teaching, research, service, scholarly inquiry, governance and policy, leadership, management, ethical and legal issues. Curriculum design enhances professional competence and emphasizes one-to-one mentoring. Curriculum development follows a structured, systematic process that ensures content validity in a defined area of practice. The curriculum allows the participant to achieve the program’s outcomes through advancing professional competence. The curriculum integrates a variety of educational methods that support the theoretical basis for advanced practice and is supported by best evidence.

2.1 Curriculum Development: The program’s comprehensive curriculum is developed from and addresses the most recent version of the Description of Residency Practice (DRP), the Description of Fellowship Practice (DFP), or an ABPTRFE-approved analysis of practice. All curriculum components complement each other to enhance the participant’s learning. The program’s curriculum organization ensures congruency between didactic and experiential components. The curriculum provides a structure for the designation of types, lengths, and sequencing of learning experiences that ensures the achievement of the program’s outcomes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Developed and aligned with the most recent DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Developed from the most recent DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Inconsistently developed from the most recent DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Not developed from the most recent DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>
Curriculum components clearly complement each other to enhance participant learning.	<input type="checkbox"/>	Curriculum components complement each other to enhance participant learning.	<input type="checkbox"/>	Curriculum components primarily complement each other and somewhat enhances participant’s learning.	<input type="checkbox"/>	Curriculum components do not complement each other and do not enhance participant learning.	<input type="checkbox"/>
Organization of didactic and clinical components logically coincide to support effective learning.	<input type="checkbox"/>	Organization of didactic and clinical components support effective learning.	<input type="checkbox"/>	Organization of didactic and clinical components somewhat support learning.	<input type="checkbox"/>	Organization of didactic and clinical components do not effectively support learning.	<input type="checkbox"/>
Curriculum structure is optimized to support achievement of program outcomes.	<input type="checkbox"/>	Curriculum structure supports achievement of program outcomes.	<input type="checkbox"/>	Curriculum structure somewhat supports achievement of program outcomes.	<input type="checkbox"/>	Curriculum structure does not support achievement of program outcomes.	<input type="checkbox"/>

Structure optimizes designation types, lengths, and sequencing of learning experiences in a logical order that ensures achievement of program outcomes.	<input type="checkbox"/>	Structure designates types, lengths, and sequences of learning experiences in an established sequence that ensures achievement of program outcomes.	<input type="checkbox"/>	Majority of types, lengths, and sequencing of learning experiences directly supports achievement of program outcomes.	<input type="checkbox"/>	Designation types, lengths, and sequencing of learning experiences do not support the achievement of program outcomes.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 3 – Assessment Table						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

2.1.1 **Program Structure:** The didactic and experiential curriculum permits participants to gain mentored experience as characterized by the Description of Residency Practice (DRP), the Description of Fellowship Practice (DFP), or an ABPTRFE-approved analysis of practice.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Didactic and experiential curriculum optimizes participants’ experience with diverse practice activities as characterized in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Didactic and experiential curriculum promotes participants’ experience with diverse practice activities as characterized in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Didactic and experiential curriculum provides participants limited experience with diverse practice activities as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Didactic and experiential curriculum does not allow sufficient experience with diverse practice activities as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>
Didactic and experiential curriculum integrates exposure to a range of complexity as characterized in the DRP, DFP, or ABPTRFE-	<input type="checkbox"/>	Didactic and experiential curriculum promotes exposure to a range of complexity as characterized in the DRP, DFP, or ABPTRFE-	<input type="checkbox"/>	Didactic and experiential curriculum provides limited exposure to a range of complexity as characterized in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Didactic and experiential curriculum does not allow sufficient exposure to a range of complexity as characterized in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>

approved analysis of practice.		approved analysis of practice.				
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Onsite Finding:	[Insert Finding]					
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Program Response:						
ABPTRFE Decision:						

2.1.2 **Educational Methods:** The program integrates a variety of educational methods to ensure the participant's advancing level of mastery. Educational methods are appropriate to each of the curriculum content areas and reflective of the program outcomes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program integrates a variety of educational methods that enhances the participant's advancing level of mastery.	<input type="checkbox"/>	Program integrates a variety of educational methods to promote the participant's advancing level of mastery.	<input type="checkbox"/>	Program integrates limited variety of educational methods to promote the participant's advancing level of mastery.	<input type="checkbox"/>	Program does not integrate a variety of educational methods to promote the participant's advancing level of mastery.	<input type="checkbox"/>
Educational methods optimize the curriculum content areas.	<input type="checkbox"/>	Educational methods are appropriate to the curriculum content areas.	<input type="checkbox"/>	Educational methods are somewhat appropriate to the curriculum content areas.	<input type="checkbox"/>	Educational methods are not comprehensively appropriate to the curriculum content areas.	<input type="checkbox"/>
Educational methods are aligned and support the program outcomes.	<input type="checkbox"/>	Educational methods reflect all program outcomes.	<input checked="" type="checkbox"/>	Educational methods reflect a majority, but not all the program outcomes.	<input type="checkbox"/>	Educational methods do not reflect the program outcomes.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

2.1.3 **Assessments:** The program implements assessments designed to evaluate the participant's performance based on established measures. The program's formative and summative methods evaluate the participant's mastery of curriculum content based on

performance measures and feedback provided in a timely manner. A variety of assessments evaluate the participant’s initial and advancing levels of knowledge, practice, application of best evidence, and competence as characterized in the Description of Residency Practice (DRP), the Description of Fellowship Practice (DFP), or an ABPTRFE-approved analysis of practice. At a minimum, one written examination and two performance-based evaluations are required throughout the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Assessments evaluate the level achieved of the participant’s performance based on established measures.	<input type="checkbox"/>	Assessments evaluate the participant’s performance based on established measures.	<input type="checkbox"/>	A majority of assessments evaluate the participant’s performance based on identified measures.	<input type="checkbox"/>	Assessments somewhat evaluate the participant’s performance and are not based on identified measures.	<input type="checkbox"/>
Program designs meaningful formative and summative methods to evaluate the participant’s mastery of the curriculum.	<input type="checkbox"/>	Program designs effective formative and summative methods to evaluate the participant’s mastery of the curriculum.	<input type="checkbox"/>	Program designs formative or summative methods that ineffectively evaluate the participant’s mastery of the curriculum.	<input type="checkbox"/>	Program’s formative or summative methods do not comprehensively evaluate the participant’s mastery of the curriculum.	<input type="checkbox"/>
Program strategically places a variety of assessments that evaluate the participant’s initial and advancing levels of knowledge, practice, and application of best evidence and competence as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program integrates a variety of assessments that evaluate the participant’s initial and advancing levels of knowledge, practice, and application of best evidence and competence as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program integrates limited assessments to evaluate the participant’s initial and advancing levels of knowledge, practice, and application of best evidence and competence as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program does not integrate assessments that evaluate the participant’s initial and advancing levels of knowledge, practice, and application of best practice and competence as characterized by the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>
Program requires more than one written examination and/or two performance-based examinations.	<input type="checkbox"/>	Program requires one written examination and two performance-based examinations throughout the program.	<input type="checkbox"/>	Program requires one written examination and performance-based patient examinations upon completion of the program.	<input type="checkbox"/>	Program does not require one written examination and two performance-based examinations throughout the program.	<input type="checkbox"/>
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					

CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Onsite Finding:	[Insert Finding]
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

2.2 **Program Requirements:** The program demonstrates compliance with minimum requirements that provide physical therapists with learning experiences resulting in advanced professional competence.

2.2.1 **Program Length:** The program provides a systematic set of learning experiences that address the knowledge, skills, and affective behaviors the participant needs to achieve the program outcomes within a set period of time. Residency/Fellowship programs are completed in no fewer than ten (10) months and in no more than sixty (60) months.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Systematic set of learning experiences addresses the knowledge, skills, and affective behaviors the participant needs to achieve the program outcomes within a set period of time.	<input type="checkbox"/>			Unclear set of systematic learning experiences that address the knowledge, skills, and affective behaviors the participant needs to achieve the program outcomes within a set period of time.	<input type="checkbox"/>
		Program is completed in more than ten months and does not exceed sixty months.	<input type="checkbox"/>			Program is completed in fewer than ten months or in more than sixty months.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

2.2.2 **Residency Program Hours:** The program offers a comprehensive curriculum that meets minimum required hours within the program's defined area of practice. Residency programs require participants to complete a minimum of 1,800 total program hours

including 300 educational hours (e.g., didactic, journal club, research, etc.) and 1,500 practice hours within the defined area of practice (e.g., leadership, faculty job activities) inclusive of 150 hours of 1:1 mentoring throughout the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Comprehensive curriculum exceeds the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum meets the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum almost meets the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum does not meet the minimum required hours within the defined area of practice.	<input type="checkbox"/>
Program requires participants to exceed the minimum of 1,800 total program hours.	<input type="checkbox"/>	Program requires participants to meet a minimum of 1,800 total program hours.	<input type="checkbox"/>			Program requires participants to meet less than the minimum of 1,800 total program hours.	<input type="checkbox"/>
Program exceeds the required minimum of 300 educational hours.	<input type="checkbox"/>	Program requires a minimum 300 educational hours.	<input type="checkbox"/>			Program requires less than 300 educational hours.	<input type="checkbox"/>
Program exceeds the required minimum of 1,500 practice hours.	<input type="checkbox"/>	Program requires a minimum 1,500 practice hours.	<input type="checkbox"/>			Program requires less than 1,500 practice hours.	<input type="checkbox"/>
Program exceeds a required minimum of 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>	Program requires a minimum 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>			Program requires less than 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>
In-person mentoring is conducted when the participant is the primary individual completing non-clinical practice area techniques for over 75 of the minimum 150 mentoring hours.	<input type="checkbox"/>	In-person mentoring is conducted when the participant is the individual completing non-clinical practice area techniques for 75 of the minimum 150 mentoring hours.	<input type="checkbox"/>			In-person mentoring is conducted when the participant is the individual completing non-clinical practice area techniques for less than 75 of the 150 mentoring hours.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						

Program Response:	
ABPTRFE Decision:	

2.2.3 **Fellowship Program Hours:** The program offers a comprehensive curriculum that meets minimum required hours within the program’s defined area of practice. Fellowship programs require participants to complete a minimum of 1,000 total program hours including 150 educational hours (e.g., didactic, journal club, research, etc.) and 850 practice hours within the defined area of practice (e.g., leadership, faculty job activities) inclusive of 150 hours of 1:1 mentoring throughout the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Comprehensive curriculum exceeds the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum meets the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum almost meets the minimum required hours within the defined area of practice.	<input type="checkbox"/>	Comprehensive curriculum does not meet the minimum required hours within the defined area of practice.	<input type="checkbox"/>
Program requires participants to exceed the required minimum of 1,000 total program hours.	<input type="checkbox"/>	Program requires participants to meet a minimum of 1,000 total program hours.	<input type="checkbox"/>			Program requires participants to meet less than the minimum of 1,000 total program hours.	<input type="checkbox"/>
Program exceeds the required minimum of 150 educational hours.	<input type="checkbox"/>	Program requires a minimum 150 educational hours.	<input type="checkbox"/>			Program requires less than 150 educational hours.	<input type="checkbox"/>
Program exceeds the required minimum of 850 practice hours.	<input type="checkbox"/>	Program requires a minimum 850 practice hours.	<input type="checkbox"/>			Program requires less than 850 practice hours.	<input type="checkbox"/>
Program exceeds the required minimum of 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>	Program requires a minimum 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>			Program requires less than 150 hours of 1:1 mentoring throughout the program.	<input type="checkbox"/>
In-person mentoring is conducted when the participant is the individual completing non-clinical practice techniques for over 50 of the minimum 150 mentoring hours.	<input type="checkbox"/>	In-person mentoring is conducted when the participant is the individual completing non-clinical practice area techniques for 50 of the minimum 150 mentoring hours.	<input type="checkbox"/>			In-person mentoring is conducted when the participant is the individual completing non-clinical practice area techniques for less than 50 of the 150 mentoring hours.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						

Onsite Finding:	[Insert Finding]
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

2.3 **Program Delivery:** The program is conducted in settings where management and professional staff are committed to seeking excellence in education while maintaining sufficient resources to achieve the mission, goals, and outcomes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
All settings promote a consistent culture where management and professional staff are committed to seeking excellence in education.	<input type="checkbox"/>	All settings engage management and professional staff who are committed to seeking excellence in education.	<input type="checkbox"/>	A majority of settings engage management and professional staff who are committed to seeking excellence in education.	<input type="checkbox"/>	Limited number of settings engage management and professional staff who are committed to seeking excellence in education.	<input type="checkbox"/>
Program takes proactive planning steps to assure sufficient resources to achieve the mission, goals, and outcomes.	<input type="checkbox"/>	Program takes steps to assure sufficient resources to achieve the mission, goals, and outcomes.	<input type="checkbox"/>	Program seeks ongoing resources to achieve the mission, goals, and outcomes.	<input type="checkbox"/>	Program does not maintain sufficient resources to achieve the mission, goals, and outcomes.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

2.4 **Mentoring Focus:** The program emphasizes the professional benefit of advanced education through mentoring. The curriculum offers the participant individualized guidance on emerging and current best practices in a defined area of practice. Mentors provide comprehensive oversight and consistent feedback throughout the length of the program focused on advancing the participant's knowledge and expertise in a defined area of practice.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
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Collectively, curriculum components integrate to highlight the professional benefit of advanced education through mentoring.	<input type="checkbox"/>	Program emphasizes the professional benefit of advanced education through mentoring.	<input type="checkbox"/>	Program integrates mentoring as a limited benefit of advanced education.	<input type="checkbox"/>	Program integrates a minimal focus on the professional benefit of advanced education through mentoring.	<input type="checkbox"/>
Participants receive individualized guidance on emerging and current best practices in a defined area of practice consistently and seamlessly throughout the program.	<input type="checkbox"/>	Participants receive individualized guidance on emerging and current best practices in a defined area of practice at set intervals throughout the program.	<input type="checkbox"/>	Participants receive limited individual guidance not provided at specific intervals on emerging and current best practices in a defined area of practice.	<input type="checkbox"/>	Participants receive inconsistent individual guidance on emerging and current best practices in a defined area of practice.	<input type="checkbox"/>
Program systematically integrates emerging and best practices throughout the curriculum.	<input type="checkbox"/>	Program integrates emerging and best practices throughout the curriculum.	<input type="checkbox"/>	Program integrates some emerging and best practices inconsistently throughout the curriculum.	<input type="checkbox"/>	Program integrates limited to no emerging and best practices throughout the curriculum.	<input type="checkbox"/>
Mentors provide comprehensive and focused oversight.	<input type="checkbox"/>	Mentors provide comprehensive oversight.	<input type="checkbox"/>	Mentors provide limited oversight.	<input type="checkbox"/>	Mentors provide minimal oversight.	<input type="checkbox"/>
Mentors provide meaningful, thoughtful, and consistent feedback throughout the length of the program that results in advancing the participant's knowledge and expertise in a defined area of practice.	<input type="checkbox"/>	Mentors provide consistent feedback throughout the length of the program that results in advancing the participant's knowledge and expertise in a defined area of practice.	<input type="checkbox"/>	Mentors provide consistent but limited feedback throughout the length of the program that results in some advancement in the participant's knowledge and expertise in a defined area of practice.	<input type="checkbox"/>	Mentors provide inconsistent feedback throughout the length of the program that does not advance the participant's knowledge and expertise in a defined area of practice.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						

Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

Onsite Mentoring Session Observation Evaluation ONLY

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
During the mentoring session, the mentor displayed the following personal characteristics .							
Recognizes opportunities and engages in ongoing self-reflection and self-development.	<input type="checkbox"/>	Engages in self-reflection and self-development to ensure effectiveness as a teacher.	<input type="checkbox"/>	Inconsistently engages in self-reflection and self-development.	<input type="checkbox"/>	Does not engage in self-reflection and self-development.	<input type="checkbox"/>
Seeks opportunities to learn/teach.	<input type="checkbox"/>	Demonstrates willingness to learn/teach.	<input type="checkbox"/>	Inconsistently demonstrates a willingness to learn/teach.	<input type="checkbox"/>	Did not demonstrate a willingness to learn/teach.	<input type="checkbox"/>
Seeks opportunities and pursues excellence in teaching and mentoring.	<input type="checkbox"/>	Demonstrates eagerness and excitement to pursue excellence in teaching and mentoring.	<input type="checkbox"/>	Somewhat eager and excited to pursue excellence in teaching and mentoring.	<input type="checkbox"/>	Not eager or excited to pursue excellence in teaching and mentoring.	<input type="checkbox"/>
Ongoing enhancement of a trusting environment to promote mentoring.	<input type="checkbox"/>	Consistently develops a trusting environment.	<input type="checkbox"/>	Inconsistently develops a trusting environment.	<input type="checkbox"/>	Does not develop a trusting environment.	<input type="checkbox"/>
Recognizes and engages in ongoing development of intellectual humility.	<input type="checkbox"/>	Provides environment focused on intellectual humility.	<input type="checkbox"/>	Inconsistently demonstrates intellectual humility.	<input type="checkbox"/>	Does not demonstrate intellectual humility.	<input type="checkbox"/>
Effectively relies on an internal locus of control.	<input type="checkbox"/>	Internal locus of control.	<input type="checkbox"/>	Inconsistent internal locus of control.	<input type="checkbox"/>	Does not demonstrate an internal locus of control.	<input type="checkbox"/>
The mentor displayed the following characteristics related to interactions :							
Seeks opportunities to optimize educational strategies and enhance communication tailored to the learning context and the learner's needs.	<input type="checkbox"/>	Consistently uses effective communication skills providing clarifications.	<input type="checkbox"/>	Inconsistently uses effective communication skills.	<input type="checkbox"/>	Does not use effective communication skills.	<input type="checkbox"/>
Looks to increase partnership and teamwork opportunities.	<input type="checkbox"/>	Values partnership and teamwork.	<input type="checkbox"/>	Inconsistently encourages partnership and teamwork.	<input type="checkbox"/>	Does not encourage partnership and teamwork.	<input type="checkbox"/>
Seeks increasing opportunities to demonstrate initiative and motivation.	<input type="checkbox"/>	Demonstrates initiative and motivation.	<input type="checkbox"/>	Inconsistently demonstrates initiative and motivation.	<input type="checkbox"/>	Does not demonstrate initiative or motivation.	<input type="checkbox"/>
Consistently tries new approaches.	<input type="checkbox"/>	Confident to try new approaches.	<input type="checkbox"/>	Hesitates to try new approaches.	<input type="checkbox"/>	Does not try new approaches.	<input type="checkbox"/>

Actively encourages learner-centered engagement.	<input type="checkbox"/>	Committed to learner engagement.	<input type="checkbox"/>	Inconsistently demonstrates commitment to learner engagement.	<input type="checkbox"/>	Does not demonstrate learner engagement.	<input type="checkbox"/>
Approaches each session with forethought related to sensitive generational and cultural differences.	<input type="checkbox"/>	Consistently identifies sensitive generational and cultural differences.	<input type="checkbox"/>	Inconsistently identifies sensitive generational and cultural differences.	<input type="checkbox"/>	Does not identify sensitive generational and cultural differences.	<input type="checkbox"/>
Seeks feedback for improvement.	<input type="checkbox"/>	Open to feedback.	<input type="checkbox"/>	Guarded when receiving feedback.	<input type="checkbox"/>	Does not accept feedback.	<input type="checkbox"/>
Demonstrates expertise in handling complex situations.	<input type="checkbox"/>	Able to handle complex situations.	<input type="checkbox"/>	Inconsistently handles complex situations.	<input type="checkbox"/>	Unable to handle complex situations.	<input type="checkbox"/>
Demonstrates expertise in functioning competently in uncertain situations.	<input type="checkbox"/>	Able to function competently in uncertain situations.	<input type="checkbox"/>	Inconsistently functions competently in uncertain situations.	<input type="checkbox"/>	Does not function competently in uncertain situations.	<input type="checkbox"/>
The mentor displayed the following characteristics related to responsibilities .							
Seeks to enhance mentoring opportunities.	<input checked="" type="checkbox"/>	Demonstrates commitment to mentoring.	<input type="checkbox"/>	Inconsistently demonstrates commitment to mentoring.	<input type="checkbox"/>	Does not demonstrate commitment to mentoring.	<input type="checkbox"/>
Provides resources, experts, and source materials in the field to enhance mentoring opportunities.	<input type="checkbox"/>	Provides resources, experts, and source materials in the field.	<input type="checkbox"/>	Inconsistently provides resources, experts, and source materials in the field.	<input type="checkbox"/>	Does not provide resources, experts, and source materials in the field.	<input type="checkbox"/>
Always provides guidance and direction regarding professional issues.	<input type="checkbox"/>	Offers guidance and direction regarding professional issues.	<input type="checkbox"/>	Inconsistently offers guidance and direction regarding professional issues.	<input type="checkbox"/>	Does not offer guidance and direction regarding professional issues.	<input type="checkbox"/>
Engages in discussions to seek program participant's ideas and professional contributions.	<input type="checkbox"/>	Encourages and acknowledges the program participant's ideas and professional contributions.	<input type="checkbox"/>	Inconsistently encourages and acknowledges the program participant's ideas and professional contributions.	<input type="checkbox"/>	Does not encourage or acknowledge the program participant's ideas and professional contributions.	<input type="checkbox"/>
Provides constructive and effective critique of the program participant's work and enhances strategies for change.	<input type="checkbox"/>	Provides constructive and useful critique of the program participant's work and strategies for change.	<input type="checkbox"/>	Inconsistently provides constructive and useful critique of the program participant's work and strategies for change.	<input type="checkbox"/>	Does not provide constructive and useful critique of the program participant's work and strategies for change.	<input type="checkbox"/>
Fosters an environment for the program participant to expand his/her abilities.	<input type="checkbox"/>	Challenges the program participant to expand his/her abilities.	<input type="checkbox"/>	Inconsistently challenges the program participant to expand his/her abilities.	<input type="checkbox"/>	Does not challenge the program participant to expand his/her abilities.	<input type="checkbox"/>
Provides timely, effective , and comprehensive feedback on the	<input type="checkbox"/>	Provides timely, clear , and comprehensive feedback on the program participant's	<input type="checkbox"/>	Inconsistently provides timely, clear, and comprehensive feedback on the	<input type="checkbox"/>	Does not provide timely, clear, and comprehensive feedback on the	<input type="checkbox"/>

program participant's performance and development.		performance and development.		program participant's performance and development.		program participant's performance and development.	
Engages in conversations to further develop the program participant's independence, creativity, and uniqueness.	<input type="checkbox"/>	Respects and fosters the program participant's independence, creativity, and uniqueness.	<input type="checkbox"/>	Inconsistently respects and fosters the program participant's independence, creativity, and uniqueness.	<input type="checkbox"/>	Does not respect or foster the program participant's independence, creativity, and uniqueness.	<input type="checkbox"/>
Engages in discussion of the success and benefits of the products and activities with the program participant.	<input type="checkbox"/>	Shares success and benefits of the products and activities with the program participant.	<input type="checkbox"/>	Inconsistently shares success and benefits of the products and activities with the program participant.	<input type="checkbox"/>	Does not share success and benefits of the products and activities with the program participant.	<input type="checkbox"/>
The mentor displayed the following characteristics related to effective mentoring techniques .							
Program participant drives all aspects of the session.	<input type="checkbox"/>	Allows the program participant to be in control of the session.	<input type="checkbox"/>	Inconsistently allows the program participant to be in control of the session.	<input type="checkbox"/>	Does not allow the program participant to be in control of the session.	<input type="checkbox"/>
Participation enhances , but does not interfere with practice area tasks during the mentoring session.	<input type="checkbox"/>	Appropriately participates in the session.	<input type="checkbox"/>	Inconsistently participates in the session.	<input type="checkbox"/>	Does not participate in the session.	<input type="checkbox"/>
Enhances mentoring opportunities by providing effective supportive, collegial, and respectful feedback.	<input type="checkbox"/>	Provides supportive, collegial, and respectful feedback.	<input type="checkbox"/>	Inconsistently provides supportive, collegial, and respectful feedback.	<input type="checkbox"/>	Does not provide supportive, collegial, and respectful feedback.	<input type="checkbox"/>
The method used reflects effective "mentoring" with limited simple teaching, instruction, and supervision.	<input type="checkbox"/>	The method used was "mentoring" as opposed to simple teaching, instruction, or supervision.	<input type="checkbox"/>	The method used reflected simple teaching, instruction, or supervision with limited "mentoring."	<input type="checkbox"/>	The method used reflected simple teaching, instruction, or supervision without "mentoring."	<input type="checkbox"/>
The mentor effectively displays the following six mentor competencies (refer to the mentoring resource manual for definitions and behaviors that incorporate these competencies).		The mentor displays the following six mentor competencies (refer to the mentoring resource manual for definitions and behaviors that incorporate these competencies).		The mentor inconsistently displays the following six mentor competencies (refer to the mentoring resource manual for definitions and behaviors that incorporate these competencies).		The mentor does not display the following six mentor competencies (refer to the mentoring resource manual for definitions and behaviors that incorporate these competencies).	
<ul style="list-style-type: none"> Content knowledge 	<input type="checkbox"/>	<ul style="list-style-type: none"> Content knowledge 	<input type="checkbox"/>	<ul style="list-style-type: none"> Content knowledge 	<input type="checkbox"/>	<ul style="list-style-type: none"> Content knowledge 	<input type="checkbox"/>
<ul style="list-style-type: none"> Learner-centeredness 	<input type="checkbox"/>	<ul style="list-style-type: none"> Learner-centeredness 	<input type="checkbox"/>	<ul style="list-style-type: none"> Learner-centeredness 	<input type="checkbox"/>	<ul style="list-style-type: none"> Learner-centeredness 	<input type="checkbox"/>
<ul style="list-style-type: none"> Interpersonal and 	<input type="checkbox"/>	<ul style="list-style-type: none"> Interpersonal and 	<input type="checkbox"/>	<ul style="list-style-type: none"> Interpersonal and 	<input type="checkbox"/>	<ul style="list-style-type: none"> Interpersonal and 	<input type="checkbox"/>

communication skills		communication skills		communication skills		communication skills	
• Professional integrity	<input type="checkbox"/>	• Professional integrity	<input type="checkbox"/>	• Professional integrity	<input type="checkbox"/>	• Professional integrity	<input type="checkbox"/>
• Practice-based self-reflection	<input type="checkbox"/>	• Practice-based self-reflection	<input type="checkbox"/>	• Practice-based self-reflection	<input type="checkbox"/>	• Practice-based self-reflection	<input type="checkbox"/>
• Systems-based learning	<input type="checkbox"/>	• Systems-based learning	<input type="checkbox"/>	• Systems-based learning	<input type="checkbox"/>	• Systems-based learning	<input type="checkbox"/>
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

2.5 **Completion:** The program verifies that the participant meets completion requirements. The program director awards a certificate of graduation to the participant who completes the program. The certificate is issued in accordance with the ABPTRFE Policies and Procedures Authorized Statement and signed by the program director and administrators of the sponsoring organization. A certificate is only issued once the participant completes all program requirements.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program follows a process for verifying that participants meet completion requirements.	<input type="checkbox"/>			Program does not have a process for verifying that participants meet completion requirements.	<input type="checkbox"/>
		Program director awards a certificate of graduation to participants who complete the program.	<input type="checkbox"/>			Program director does not award a certificate of graduation to participants who complete the program.	<input type="checkbox"/>
		Certificate reflects the ABPTRFE Processes and Procedures Authorized Statement.	<input type="checkbox"/>			Certificate does not reflect the ABPTRFE Processes and Procedures Authorized Statement.	<input type="checkbox"/>
		Certificate is signed by the program director and appropriate administrators of the sponsoring organization.	<input type="checkbox"/>			Certificate is not signed by either a program director or appropriate administrators of the sponsoring organization.	<input type="checkbox"/>
		Program issues certificates once participants	<input type="checkbox"/>		<input type="checkbox"/>	Program does not follow processes to issue certificates	<input type="checkbox"/>

		complete all program requirements.				before participants complete all program requirements.	
Onsite Finding:		[Insert Finding]					
Onsite Required Actions*:		[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:		[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Program Response:							
ABPTRFE Decision:							

QUALITY STANDARD 3: PROGRAM DELIVERY, DIRECTOR, AND FACULTY

Residency/Fellowship programs implement consistent procedures for adequately responding to the participant’s needs. Admissions criteria allows for equitable evaluation of the participant’s ability to be successful in the program and supports the program’s mission, goals, and outcomes. A qualified and experienced program director provides effective administrative leadership of faculty and oversees the delivery of a quality curriculum. Adequate support services facilitate the participant’s successful completion and achievement of program outcomes.

3.1 **Admissions Criteria:** The program publishes equitable admissions policies and verifies the participant is eligible to practice based on state requirements. The program implements consistent procedures for evaluating each prospective participant’s ability to be successful in the program and achieve their educational goals.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program publishes equitable, clear , and concise admissions policies.	<input type="checkbox"/>	Program publishes equitable admissions policies.	<input type="checkbox"/>	Program publishes admissions policies.	<input type="checkbox"/>	Program does not publish admissions policies.	<input type="checkbox"/>
Program implements processes designed to consistently verify participants are eligible to practice based on state requirements.	<input type="checkbox"/>	Program verifies participants are eligible to practice based on state requirements.	<input type="checkbox"/>	Program inconsistently verifies participants are eligible to practice based on state requirements.	<input type="checkbox"/>	Program does not verify participants are eligible to practice based on state requirements.	<input type="checkbox"/>
Program implements consistent procedures designed to effectively evaluate prospective participants’ ability to be successful and achieve their educational goals.	<input type="checkbox"/>	Program implements consistent procedures to evaluate prospective participants’ ability to be successful and achieve their educational goals.	<input type="checkbox"/>	Program inconsistently evaluates prospective participants’ ability to be successful and achieve their educational goals.	<input type="checkbox"/>	Program does not evaluate prospective participants’ ability to be successful and achieve their educational goals.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.1.1 **Program Contract/Agreement/Letter of Appointment:** The program ensures each participant signs a contract/agreement/letter of appointment prior to commencing the residency/fellowship program. The contract/agreement/letter of appointment is in compliance with the ABPTRFE’s Admissions Offer Disclosures Check List.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program implements procedures to ensure participants sign a contract/agreement/letter of appointment prior to commencing the residency/fellowship program.	<input type="checkbox"/>	Program inconsistently implements procedures to ensure participants sign a contract/agreement/letter of appointment prior to commencing the residency/fellowship program.	<input type="checkbox"/>	Program lacks procedures to ensure participants sign a contract/agreement/letter of appointment prior to commencing the residency/fellowship programs.	<input type="checkbox"/>
		Contract/agreement/letter of appointment complies with the ABPTRFE Admissions Offer Disclosures Check List.	<input type="checkbox"/>	Contract/agreement/letter of appointment does not comply with the ABPTRFE Admissions Offer Disclosures Check List.	<input type="checkbox"/>		
		Participant Handbook complies with the ABPTRFE Admissions Offer Disclosures Check List.	<input type="checkbox"/>	Participant Handbook does not comply with the ABPTRFE Admissions Offer Disclosures Check List.	<input type="checkbox"/>		
Exhibit Reference:	Exhibit 4 – Admissions Offer Disclosures Check List Exhibit 5 – Blank Contract/Agreement/Letter of Appointment						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.2 **Participant Orientation:** The program conducts orientation activities to familiarize the participant with the program requirements including the mission, goals, outcomes, administrative policies, ABPTRFE quality standards, designated learning experiences, and evaluation processes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program designs and conducts effective orientation activities to readily	<input type="checkbox"/>	Program conducts orientation activities to familiarize participants with program requirements including	<input type="checkbox"/>	Program conducts limited orientation activities that makes it challenging for participants to	<input type="checkbox"/>	Program does not conduct orientation activities that familiarize participants with the program	<input type="checkbox"/>

familiarize participants with program requirements including the mission, goals, outcomes, administrative policies, ABPTRFE quality standards, designated learning experiences, and evaluation processes.		the mission, goals, outcomes, administrative policies, ABPTRFE quality standards, designated learning experiences, and evaluation processes.		familiarize themselves with the program requirements including the mission, goals, outcomes, administrative policies, ABPTRFE quality standards, designated learning experiences, and evaluation processes.		requirements including the mission, goals, outcomes, administrative policies, ABPTRFE quality standards, designated learning experiences, and evaluation processes.	
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:		[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Onsite Finding:		[Insert Finding]					
Onsite Required Actions*:		[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:		[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Program Response:							
ABPTRFE Decision:							

3.3 **Administrative Policies:** The program publishes equitable administrative policies and implements consistent procedures designed to protect the participant and the program.

3.3.1 **Retention Policy:** The program implements appropriate retention policies and procedures including academic and any additional requirements the participant must fulfill to maintain active status through graduation.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program implements appropriate retention policies and procedures.	<input type="checkbox"/>	Program inconsistently implements appropriate retention policies and procedures.	<input type="checkbox"/>	Program lacks appropriate retention policies and procedures.	<input type="checkbox"/>
		Program's retention policies and procedures include academic and any additional requirements participants fulfill to maintain active status through graduation.	<input type="checkbox"/>	Program's retention policies and procedures include only academic or any additional requirements participants fulfill to maintain active status through graduation.	<input type="checkbox"/>	Program's retention policies and procedures do not include academic or any additional requirements participants fulfill to maintain active status through graduation.	<input type="checkbox"/>
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:		[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Onsite Finding:		[Insert Finding]					

Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

3.3.2 **Remediation Policy:** The program implements appropriate remediation policies and procedures including criteria for program dismissal if remediation efforts are unsuccessful. The program establishes methods and timelines to identify and remedy unsatisfactory performance. The remediation policies are distributed to and acknowledged in writing by the participant. The program documents and implements any necessary adjustments to the participant's customized learning plans, including remedial action(s).

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program applies appropriate remediation policies and procedures including criteria for program dismissal if remediation efforts are unsuccessful.	<input type="checkbox"/>	Program inconsistently applies appropriate remediation policies and procedures including criteria for program dismissal if remediation efforts are unsuccessful.	<input type="checkbox"/>	Program lacks appropriate remediation policies and procedures including criteria for program dismissal if remediation efforts are unsuccessful.	<input type="checkbox"/>
		Program establishes methods and timelines to identify and remedy unsatisfactory performance.	<input type="checkbox"/>	Program does not establish methods or timelines to identify and remedy unsatisfactory performance.	<input type="checkbox"/>	Program lacks methods and timelines to identify and remedy unsatisfactory performance.	<input type="checkbox"/>
		Program documents participants received the remediation policies.	<input type="checkbox"/>	Program inconsistently documents participants received the remediation policies.	<input type="checkbox"/>	Program does not document participants received the remediation policies.	<input type="checkbox"/>
		Program provides a specific remediation plan to participants that outlines the reason for remediation, the length of remediation, the requirements of meeting remediation, and documents by signature participants' acknowledgement of the remediation plan.	<input type="checkbox"/>	Program inconsistently provides a specific remediation plan to participants that outlines the reason for remediation, the length of remediation, the requirements of meeting remediation, and documents by signature participants' acknowledgement of the remediation plan.	<input type="checkbox"/>	Program does not provide a specific remediation plan to participants that outlines the reason for remediation, the length of remediation, the requirements of meeting remediation, and documents by signature participants' acknowledgement of the remediation plan.	<input type="checkbox"/>
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					

CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Onsite Finding:	[Insert Finding]
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

3.3.3 **Termination Policy:** The program implements an appropriate termination policy and procedures including termination of the participant who becomes ineligible to continue in the program (e.g., consistent underperformance or inability to successfully remediate participant). The program establishes procedures and timelines followed for termination. The program identifies the employment status of the participant should program termination occur.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program applies and consistently follows appropriate termination policy and procedures including termination of participants who become ineligible to continue in the program.	<input type="checkbox"/>	Program applies appropriate termination policy and procedures including termination of participants who become ineligible to continue in the program.	<input type="checkbox"/>	Program inconsistently applies appropriate termination policy and procedures including termination of participants who become ineligible to continue in the program.	<input type="checkbox"/>	Program lacks appropriate termination policy and procedures including termination of participants who become ineligible to continue in the program.	<input type="checkbox"/>
Program implements consistent procedures and timelines followed for termination.	<input type="checkbox"/>	Program establishes procedures and timelines followed for termination.	<input type="checkbox"/>	Program inconsistently follows procedures and timelines followed for termination.	<input type="checkbox"/>	Program lacks established procedures and timelines followed for termination.	<input type="checkbox"/>
Program implements procedures for verifying the employment status of participants should program termination occur.	<input type="checkbox"/>	Program identifies the employment status of participants should program termination occur.	<input type="checkbox"/>	Program does not identify employment status of participants should program termination occur.	<input type="checkbox"/>	Program lacks procedures for identifying employment status of participants should program termination occur.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.3.4 **Grievance Policy:** The program implements an equitable grievance policy including procedures for appeal that ensures due process for the participant, faculty, and staff. Additionally, the program publishes ABPTRFE’s grievance policy that a participant can follow if issues are not resolved at the program level.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program implements an equitable grievance policy including procedures for appeal that ensures due process for participants, faculty, and staff.	<input type="checkbox"/>	Program inconsistently implements an equitable grievance policy including procedures for appeal that ensure due process for participants, faculty, and staff.	<input type="checkbox"/>	Program lacks an equitable grievance policy including procedures for appeal that ensure due process for participants, faculty, and staff.	<input type="checkbox"/>
		Program publishes ABPTRFE’s grievance policy for participants to follow if issues are not resolved at the program level.	<input type="checkbox"/>	Program does not publish ABPTRFE’s grievance policy for participants to follow if issues are not resolved at the program level.	<input type="checkbox"/>		
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:		[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]					
Onsite Finding:		[Insert Finding]					
Onsite Required Actions*:		[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:		[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]					
Program Response:							
ABPTRFE Decision:							

3.3.5 **Leave Policy:** The program establishes appropriate professional, family, and sick leave policies including how these leaves could impact the participant’s ability to complete the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program establishes appropriate professional, family, and sick leave policies.	<input type="checkbox"/>	Program does not establish appropriate professional, family, and sick leave policies.	<input type="checkbox"/>		
		Program’s professional, family, and sick leave policies include descriptions on how these leaves could impact	<input type="checkbox"/>	Program’s professional, family, and sick leave policies do not include descriptions on how these leaves could impact participants’	<input type="checkbox"/>		

		participants' ability to complete the program.		ability to complete the program.		
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Onsite Finding:	[Insert Finding]					
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Program Response:						
ABPTRFE Decision:						

3.3.6 **Non-Discrimination/Privacy/Confidentiality Policies:** The program documents compliance with applicable federal, state, and local regulations including non-discrimination, privacy, and confidentiality policies.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program documents compliance with applicable federal, state, and local regulations including non-discrimination, privacy, and confidentiality policies.	<input type="checkbox"/>			Program does not document compliance with applicable federal, state, and local regulations including non-discrimination, privacy, and confidentiality policies.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.3.7 **Participant Tracking:** The program maintains a record of current and past program participants.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Program maintains a record of current and past program participants.	<input type="checkbox"/>	Program inconsistently maintains a record of current and past program participants.	<input type="checkbox"/>	Program does not maintain a record of current and past program participants.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						

Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

3.4 Program Director: The program director possesses the qualifications and experience in operations, financial management, and leadership to administratively oversee all aspects of the program in support of the mission, goals, and outcomes. The program determines the role and responsibilities of the program director.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program director possesses qualifications and extensive prior experience in one or all areas including operations, financial management, and leadership to administratively oversee all aspects of the program in support of the mission, goals, and outcomes.	<input type="checkbox"/>	Program director possesses the qualifications and experience in all areas including operations, financial management, and leadership to administratively oversee all aspects of the program in support of the mission, goals, and outcomes.	<input type="checkbox"/>	Program director possesses the qualifications and experience in some , but not all of the areas including operations, financial management, and leadership to administratively oversee all aspects of the program in support of the mission, goals, and outcomes.	<input type="checkbox"/>	Program director minimally possesses the qualifications and does not possess experience in all areas including operations, financial management, and leadership to administratively oversee all aspects of the program in support of the mission, goals, and outcomes.	<input type="checkbox"/>
		The program identifies and documents the role and responsibilities of the program director.	<input type="checkbox"/>	The program does not fully identify or document the role and responsibilities of the program director.	<input type="checkbox"/>		
Exhibit Reference:	Exhibit 6 – Program Director Curriculum Vitae or Resume						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.5 Program Coordinator: A program coordinator is appointed if a program director is not a licensed physical therapist who obtained a minimum of five years of experience in the program's defined area of practice. The program coordinator is responsible for overseeing the curriculum and ensuring it comprehensively incorporates the requirements in the Description of Residency Practice (DRP), the Description of Fellowship Practice (DFP), or

an ABPTRFE-approved analysis of practice. The program determines the roles and responsibilities of the program coordinator.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
	<input type="checkbox"/>	Program coordinator (if applicable) oversees the curriculum and ensures it comprehensively incorporates the requirements published in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program coordinator (if applicable) inconsistently oversees the curriculum and ensures it comprehensively incorporates the requirements published in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>		
	<input type="checkbox"/>	Program coordinator is a licensed physical therapist who obtained a minimum of five years of experience in the defined area of practice.	<input type="checkbox"/>	Program coordinator is a licensed physical therapist who did not obtain a minimum of five years of experience in the defined area of practice.	<input type="checkbox"/>		
Exhibit Reference:	Exhibit 7 – Program Coordinator Curriculum Vitae or Resume						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.6 **Faculty:** Individuals qualified by education and experience comprise the program’s faculty based on their roles and responsibilities. The program’s faculty possess the academic background, professional experience, and ongoing professional development to ensure the delivery of quality residency/fellowship education.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program engages individuals highly qualified by education and experience based on their roles and responsibilities.	<input type="checkbox"/>	Program engages individuals qualified by education and experience based on their roles and responsibilities.	<input type="checkbox"/>	Program engages individuals qualified by either education or experience based on their roles and responsibilities.	<input type="checkbox"/>	Program engages individuals who are not qualified by education or experience based on their roles and responsibilities.	<input type="checkbox"/>
Faculty possess extensive	<input type="checkbox"/>	Faculty possess academic	<input type="checkbox"/>	Faculty possess limited academic	<input type="checkbox"/>	Faculty do not possess academic	<input type="checkbox"/>

academic background to ensure the delivery of quality residency/fellowship education.		background to ensure the delivery of quality residency/fellowship education.		background to ensure the delivery of quality residency/fellowship education.		background to ensure the delivery of quality residency/fellowship education.	
Faculty possess extensive professional experience to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty possess professional experience to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty possess limited professional experience to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty do not possess professional experience to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>
Faculty consistently participates in ongoing professional development directly related to program roles and responsibilities to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty participates in ongoing professional development to ensure the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty participate in limited professional development that does not adequately support the delivery of quality residency/fellowship education.	<input type="checkbox"/>	Faculty do not participate in professional development that supports the delivery of quality residency/fellowship education.	<input type="checkbox"/>
Exhibit Reference:		Exhibit 8 – Faculty Qualifications Chart					
CRC Required Actions*:		[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:		[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]					
Onsite Finding:		[Insert Finding]					
Onsite Required Actions*:		[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:		[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]					
Program Response:							
ABPTRFE Decision:							

3.6.1 **Quantity:** The program employs a sufficient number of faculty who possess demonstrated expertise in the defined area of practice including the appropriate credentials to support the program’s mission, goals, and outcomes. The program’s adequate number of faculty allow for:

- Teaching, mentoring, administration, individual counseling, supervision, research throughout the program, and
- Faculty activities that contribute to individual professional growth and development.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program engages a sufficient number of faculty and plans	<input type="checkbox"/>	Program engages a sufficient number of faculty.	<input type="checkbox"/>	Program engages a limited number of faculty.	<input type="checkbox"/>	Program engages an insufficient number of faculty.	<input type="checkbox"/>

for future faculty needs.							
Faculty possess demonstrated expertise in the defined area of practice including extensive academic credentials and/or experience to support the program's mission, goals, and outcomes.	<input type="checkbox"/>	Faculty possess demonstrated expertise in the defined area of practice including academic credentials and/or experience to support the program's mission, goals, and outcomes.	<input type="checkbox"/>	Faculty possess limited expertise in the defined area of practice including academic credentials or experience to support the program's mission, goals, and outcomes.	<input type="checkbox"/>	Faculty do not possess expertise in the defined area of practice including academic credentials or experience to support the program's mission, goals, and outcomes.	<input type="checkbox"/>
Faculty are sufficient in number to allow for teaching, mentoring, administration, individual counseling, supervision, and research throughout the program to enhance participants learning.	<input type="checkbox"/>	Faculty are sufficient in number to allow for teaching, mentoring, administration, individual counseling, supervision, and research throughout the program.	<input type="checkbox"/>	Faculty are limited in number to sufficiently allow for teaching, mentoring, administration, individual counseling, supervision, and research throughout the program.	<input type="checkbox"/>	Faculty are inadequate in number to sufficiently allow for teaching, mentoring, administration, individual counseling, supervision, and research throughout the program.	<input type="checkbox"/>
Faculty are sufficient in number to participate in activities that enhance individual professional growth and development.	<input type="checkbox"/>	Faculty are sufficient in number to participate in activities that contribute to individual professional growth and development.	<input type="checkbox"/>	Faculty are limited in number to participate in activities that contribute to individual professional growth and development.	<input type="checkbox"/>	Faculty are inadequate in number to participate in activities that contribute to individual professional growth and development.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 8 – Faculty Qualifications Chart						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.6.2 **Qualifications:** Collectively, program faculty have the qualifications necessary to oversee and initiate the learning experiences of the residency/fellowship program to achieve the program goals through effective program development, design, and evaluation of outcomes. Faculty qualifications include the following:

- Instructional experience,
- Effective teaching and evaluative skills,
- Record of involvement in scholarly and professional activities,
- Academic and experiential qualifications,
- Diversity of backgrounds appropriate to meet program goals,
- Expertise in residency/fellowship curriculum development and design, and
- Expertise in program and participant evaluation.

Judgment about faculty competence in a curricular area for which a faculty is responsible is based on:

- Appropriate past and current involvement in specialist certification and/or advanced degree courses,
- Experience as an academician,
- Research experience, and
- Teaching experience

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Faculty possess extensive qualifications necessary to oversee and initiate the learning experiences of the residency/fellowship program.	<input type="checkbox"/>	Faculty possess qualifications necessary to oversee and initiate the learning experiences of the residency/fellowship program.	<input type="checkbox"/>	Faculty possess limited qualifications necessary to oversee and initiate the learning experiences of the residency/fellowship program.	<input type="checkbox"/>	Faculty do not possess the qualifications necessary to oversee and initiate the learning experiences of the residency/fellowship program.	<input type="checkbox"/>
Faculty possess extensive instructional experience, effective teaching and evaluative skills, record of involvement in scholarly and professional activities, academic and experiential qualifications, diversity of backgrounds appropriate to meet program goals, expertise in residency/fellowship curriculum development and design, and expertise in program and	<input type="checkbox"/>	Faculty possess advanced instructional experience, effective teaching and evaluative skills, record of involvement in scholarly and professional activities, academic and experiential qualifications, diversity of backgrounds appropriate to meet program goals, expertise in residency/fellowship curriculum development and design, and expertise in program and participant evaluation.	<input type="checkbox"/>	Faculty possess limited advanced instructional experience, effective teaching and evaluative skills, record of involvement in scholarly and professional activities, academic and experiential qualifications, diversity of backgrounds appropriate to meet program goals, expertise in residency/fellowship curriculum development and design, and expertise in program and participant evaluation.	<input type="checkbox"/>	Faculty do not possess advanced instructional experience, effective teaching and evaluative skills, record of involvement in scholarly and professional activities, academic and experiential qualifications, diversity of backgrounds appropriate to meet program goals, expertise in residency/fellowship curriculum development and design, and expertise in program and participant evaluation.	<input type="checkbox"/>

participant evaluation.							
Program implements systematic procedures for judging faculty curricular area competence based on appropriate past and current involvement in specialist certification/advanced degree courses, experience as an academician, research experience, and teaching experience.	<input type="checkbox"/>	Program implements procedures for judging faculty curricular area competence based on appropriate past and current involvement in specialist certification/advanced degree courses, experience as an academician, research experience, and teaching experience.	<input type="checkbox"/>	Program implements inconsistent procedures for judging faculty curricular area competence based on appropriate past and current involvement in specialist certification/advanced degree courses, experience as an academician, research experience, and teaching experience.	<input type="checkbox"/>	Program does not implement procedures for judging faculty curricular area competence based on appropriate past and current involvement in specialist certification/advanced degree courses, experience as an academician, research experience, and teaching experience.	<input type="checkbox"/>
Exhibit Reference:	Exhibit 8 – Faculty Qualifications Chart						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

3.6.3 **Mentors Qualifications:** Mentors for residency programs are required to be physical therapists who possess significant and current experience (minimum of 3 years) in the program’s defined area of practice.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
		Mentors are physical therapists who possess significant and current experience (minimum 3 years) in the program’s area of practice.	<input type="checkbox"/>	Not all mentors are physical therapists who possess significant and current experience (minimum 3 years) in the program’s area of practice.	<input type="checkbox"/>		
Exhibit Reference:	Exhibit 8 – Faculty Qualifications Chart						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						

Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

3.6.4 **Professional Development:** The program provides ongoing professional development experiences for faculty to support their role(s) within the program. Faculty professional development experiences are designed to maintain and improve the effectiveness of the leadership and mentorship that results in program improvement.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Faculty are provided ongoing professional development experiences that directly support their role within the program and enhance identified professional development weaknesses.	<input type="checkbox"/>	Program provides ongoing professional development experiences for faculty to support their role within the program.	<input type="checkbox"/>	Program provides limited professional development experiences for faculty that inconsistently support their role within the program.	<input type="checkbox"/>	Program does not provide professional development experiences for faculty to support their role within the program.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

QUALITY STANDARD 4: PROGRAM COMMITMENT AND RESOURCES

Residency/Fellowship programs’ facilities support excellence in practice and dedication to the physical therapy profession. The program and sponsoring organization comply with all accreditation and regulatory requirements including other nationally applicable laws and industry standards. The program maintains sufficient resources to achieve the mission, goals, and outcomes. The program retains sufficient quantity and quality of resources to enable the residency/fellowship program to accomplish its goals. Sufficient resources include adequate learning experiences, faculty, participant support services, staff, finances, access to relevant publications, equipment, materials, and facilities.

4.1 Experiential Learning: The program’s experiential learning activities are varied and sufficient to meet the mission, goals, and outcomes. The program provides sufficient mentored experiences for the defined area of practice as identified in the Description of Residency Practice (DRP), the Description of Fellowship Practice (DFP), or ABPTRFE-approved analysis of practice.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Experiential learning activities are abundant in number and variety to readily achieve the mission, goals, and outcomes.	<input type="checkbox"/>	Experiential learning activities are sufficient in number and variety to meet the mission, goals, and outcomes.	<input type="checkbox"/>	Experiential learning activities are limited in number and variety to meet the mission, goals, and outcomes.	<input type="checkbox"/>	Experiential learning activities are insufficient in number and variety to meet the mission, goals, and outcomes.	<input type="checkbox"/>
Program provides an excess of mentored experiences for the defined area of practice as identified in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program provides sufficient mentored experiences for the defined area of practice as identified in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program provided limited mentored experiences for the defined area of practice as identified in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>	Program provides insufficient mentored experiences for the defined area of practice as identified in the DRP, DFP, or ABPTRFE-approved analysis of practice.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

4.2 Educational Resources: The program provides the participant and faculty access to current publications and other relevant materials in appropriate media to support the curriculum.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program provides participants and faculty access to an excess of current publications and other relevant materials in appropriate media to support the curriculum.	<input type="checkbox"/>	Program provides participants and faculty access to current publications and other relevant materials in appropriate media to support the curriculum.	<input type="checkbox"/>	Program provides participants and faculty access to limited current publications and other relevant materials in appropriate media to support the curriculum.	<input type="checkbox"/>	Program does not provide participants and faculty access to current publications and other relevant materials in appropriate media to support the curriculum.	<input type="checkbox"/>
Program implements procedures for regularly reviewing and updating publications and relevant materials.	<input type="checkbox"/>	Program establishes procedures for regularly reviewing and updating publications and relevant materials.	<input type="checkbox"/>	Program inconsistently follows procedures for reviewing and updating publications and relevant materials.	<input type="checkbox"/>	Program does not follow procedures for reviewing and updating publications and relevant materials.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

4.3 **Support Services:** The program and sponsoring organization provides adequate support services that encourage and promote the participant's successful completion.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program and sponsoring organization design meaningful support services that proactively encourage and promote participants' successful completion.	<input type="checkbox"/>	Program and sponsoring organization provide adequate support services that encourage and promote participants' successful completion.	<input type="checkbox"/>	Program and sponsoring organization provide limited support services that somewhat encourage and promote participants' successful completion.	<input type="checkbox"/>	Program and sponsoring organization do not provide support services that encourage and promote participants' successful completion.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							

ABPTRFE Decision:	
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4.4 **Financial Resources:** The program maintains financial resources that are adequate to achieve the mission, goals, and outcomes and supports the academic integrity resulting in continued program sustainability.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program plans for and manages financial resources that support the achievement of the mission, goals, and outcomes including academic integrity that results in continued program sustainability.	<input type="checkbox"/>	Program manages financial resources that are adequate to achieve the mission, goals, and outcomes while supporting academic integrity that results in continued program sustainability.	<input type="checkbox"/>	Program manages financial resources that are somewhat adequate to achieve the mission, goals, and outcomes while supporting academic integrity resulting in limited program sustainability.	<input type="checkbox"/>	Program manages financial resources that are insufficient to achieve the mission, goals, and outcomes while supporting academic integrity resulting in limited program sustainability.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

4.4.1 **Sponsoring Organization:** For the protection of the program participant, the sponsoring organization demonstrates its support of the program, in part, by providing sufficient funding resources to sustain the program.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Sponsoring organization demonstrates continued support of the program through multiple means, but in part, by providing sufficient funding resources to sustain the program.	<input type="checkbox"/>	Sponsoring organization demonstrates support of the program by providing sufficient funding resources to sustain the program.	<input type="checkbox"/>	Sponsoring organization demonstrates limited support of the program by providing some funding resources to sustain the program.	<input type="checkbox"/>	Sponsoring organization does not demonstrate adequate support of the program and provides limited funding resources to sustain the program.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						

Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

4.5 Teach-Out Commitment: The program and sponsoring organization commits to teaching out participants who are currently enrolled if it is deemed necessary to discontinue offering the program.

Exceeds Expectations	Meets Expectations	Needs Improvement*	Inadequate*
	Program and sponsoring organization demonstrates commitment to current participants through a teach-out commitment. <input type="checkbox"/>		Program and sponsoring organizations demonstrates insufficient commitment to current participants and has not implemented a teach-out commitment. <input type="checkbox"/>
Exhibit Reference:	Exhibit 9 – Teach-Out Commitment		
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]		
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]		
Onsite Finding:	[Insert Finding]		
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]		
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]		
Program Response:			
ABPTRFE Decision:			

QUALITY STANDARD 5: ASSESSMENT, ACHIEVEMENT, SATISFACTION, AND EFFECTIVENESS

Residency/Fellowship programs conduct ongoing evaluation of the mission, goals, outcomes, faculty, curriculum, and participants in a commitment to continuous improvement. The program annually gathers data, monitors results, and analyzes information to determine the extent to which the mission, goals, and outcomes are achieved. The evaluation process is planned, organized, scheduled, and documented to ensure ongoing quality education in a defined area of practice. Participant performance is evaluated initially, on an ongoing basis, and at the conclusion of the program. Participant evaluation data are used to further focus learning and instruction and confirm achievement of the program outcomes. Data collected on the post-graduate performance of the participant is used to evaluate the program’s effectiveness and inform curriculum revisions.

5.1 **Program Assessment:** The program implements a plan and collects data from key indicators used to annually evaluate the achievement of its mission, goals, and outcomes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program implements a systematic plan that is understood by program administration and faculty.	<input type="checkbox"/>	Program implements a plan.	<input type="checkbox"/>	Program partially implements a plan.	<input type="checkbox"/>	Program does not have a plan.	<input type="checkbox"/>
Program collects data on an ongoing basis throughout the year.	<input type="checkbox"/>	Program collects data annually .	<input type="checkbox"/>	Program randomly collects data.	<input type="checkbox"/>	Program does not collect data.	<input type="checkbox"/>
Program implements a process for evaluating data throughout the year.	<input type="checkbox"/>	Program evaluates data annually.	<input type="checkbox"/>	Program inconsistently evaluates data annually.	<input type="checkbox"/>	Program does not evaluate data.	<input type="checkbox"/>
Program’s evaluation of data is used to measure achievement of the mission, goals, and outcomes throughout the year.	<input type="checkbox"/>	Program’s evaluation of data is used to measure achievement of the mission, goals, and outcomes annually .	<input type="checkbox"/>	Program inconsistently evaluates data used to measure achievement of the mission, goals, and outcomes annually.	<input type="checkbox"/>	Program does not evaluate data used to measure achievement of the mission, goals, and outcomes annually.	<input type="checkbox"/>
Data drives continuous improvements efforts.	<input type="checkbox"/>	Data informs continuous improvement efforts.	<input type="checkbox"/>	Data minimally used to inform continuous improvement efforts.	<input type="checkbox"/>	Data is not used to inform continuous improvement efforts.	<input type="checkbox"/>
Program’s plan results in comprehensive annual data that clearly	<input type="checkbox"/>	Program’s plan results in annual data that demonstrate achievement of the	<input type="checkbox"/>	Program’s plan results in annual data that partially demonstrate achievement of the	<input type="checkbox"/>	Program’s plan does not result in annual data that demonstrate achievement of the	<input type="checkbox"/>

demonstrate achievement of the mission, goals, and outcomes.		mission, goals, and outcomes.		mission, goals, and outcomes.		mission, goals, and outcomes.	
Exhibit Reference:	Exhibit 2 – Mission and Goals Chart Exhibit 3 – Assessment Table						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program’s Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

5.2 Participant Progress: The program establishes a consistent process for tracking the participant’s level of achievement of the program outcomes against identified benchmarks. Overall participant progress is assessed at regular intervals to ensure timely completion and appropriate progression of participant advancement.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program establishes a systematic and consistent process for tracking participants level of achievement of program outcomes.	<input type="checkbox"/>	Program establishes a consistent process for tracking participants level of achievement of program outcomes.	<input type="checkbox"/>	Program’s process inconsistently tracks participants level of achievement of program outcomes.	<input type="checkbox"/>	Program’s process does not track participants level of achievement of program outcomes.	<input type="checkbox"/>
Program identifies benchmarks it uses to readily determine the level to which participants achieve the program outcomes.	<input type="checkbox"/>	Program identifies benchmarks it uses to determine the level to which participants achieve the program outcomes.	<input type="checkbox"/>	Program partially identifies benchmarks it uses to determine the level to which participants achieve the program outcomes.	<input type="checkbox"/>	Program does not identify benchmarks it uses to determine the level to which participants achieve the program outcomes.	<input type="checkbox"/>
Data collected on participant progress is used to drive continuous curriculum improvement efforts.	<input type="checkbox"/>	Data collected on participant progress is used to inform annual curriculum improvement efforts.	<input type="checkbox"/>	Data collected on participant progress is inconsistently used to inform curriculum improvement efforts.	<input type="checkbox"/>	Data collected on participant progress is not used to inform curriculum improvement efforts.	<input type="checkbox"/>
Program assesses participant progress at specific predetermined intervals designated throughout the curriculum.	<input type="checkbox"/>	Program assesses participant progress at regular intervals throughout the curriculum.	<input type="checkbox"/>	Program inconsistently assesses participant progress that prevents the ability to ensure timely completion and	<input type="checkbox"/>	Program does not assess participant progress and does not ensure timely completion and appropriate progression of	<input type="checkbox"/>

				appropriate progression of participant advancement.		participant advancement.	
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

5.3 Program Director and Coordinator Evaluation: The program establishes an annual process for evaluating the program director and coordinator (as applicable) including adequate administrative program oversight, evaluation of program participants, and appropriate allocation of resources against identified benchmarks based on responsibilities.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program implements a systematic and consistent annual process for evaluating the program director and coordinator (if applicable).	<input type="checkbox"/>	Program establishes an annual process for evaluating the program director and coordinator (if applicable).	<input type="checkbox"/>	Program partially establishes an annual process for evaluating the program director and coordinator (if applicable).	<input type="checkbox"/>	Program does not establish an annual process for evaluating the program director and coordinator (if applicable).	<input type="checkbox"/>
Program's evaluation process identifies benchmarks used for demonstrating on a graduated scale administrative program oversight, evaluation of program participants, and appropriate allocation of resources based on responsibilities.	<input type="checkbox"/>	Program's evaluation process identifies benchmarks for demonstrating administrative program oversight, evaluation of program participants, and appropriate allocation of resources based on responsibilities.	<input type="checkbox"/>	Program's evaluation partially identifies benchmarks for demonstrating administrative program oversight, evaluation of program participants, and appropriate allocation of resources based on responsibilities.	<input type="checkbox"/>	Program's evaluation does not identify benchmarks for demonstrating administrative program oversight, evaluation of program participants, and appropriate allocation of resources based on responsibilities.	<input type="checkbox"/>
Program's evaluation process allows for the identification and adjustment of established benchmarks based on its past and	<input type="checkbox"/>						

expected performance to meet the mission, goals, and outcomes.						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]					
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Onsite Finding:	[Insert Finding]					
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]					
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]					
Program Response:						
ABPTRFE Decision:						

5.4 Faculty Evaluation: The program establishes an annual process for evaluating faculty which may include an assessment of teaching ability, professional activities, expertise within the defined area of practice, mentoring, and adequate participant support. When determining faculty effectiveness, the program identifies benchmarks and gathers data from multiple sources. Mentor performance is evaluated through direct observations by the program director/coordinator. Annually, faculty receive feedback results for continuous improvement purposes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program implements a systematic and consistent annual process for evaluating faculty.	<input type="checkbox"/>	Program establishes an annual process for evaluating faculty.	<input type="checkbox"/>	Program partially establishes an annual process for evaluating faculty.	<input type="checkbox"/>	Program does not establish an annual process for evaluating faculty.	<input type="checkbox"/>
Program director/coordinator evaluates mentor performance through direct observations at predetermined intervals throughout the curriculum.	<input type="checkbox"/>	Program director/coordinator evaluates mentor performance through direct observations.	<input type="checkbox"/>	Program director/coordinator inconsistently evaluates mentor performance through direct observation.	<input type="checkbox"/>	Program director/coordinator does not evaluate mentor performance through direct observation.	<input type="checkbox"/>
Program's evaluation process assesses teaching ability, professional activities, expertise within the defined area of practice, mentoring, and adequate participant support as applicable to the program .	<input type="checkbox"/>	Program's evaluation process assesses teaching ability, professional activities, expertise within the defined area of practice, mentoring, and/or adequate participant support.	<input type="checkbox"/>	Program's evaluation process inconsistently assesses teaching ability, professional activities, expertise within the defined area of practice, mentoring, and/or adequate participant support as applicable to the program.	<input type="checkbox"/>	Program does not evaluate teaching ability, professional activities, expertise within the defined area of practice, mentoring, and/or adequate participant support.	<input type="checkbox"/>

Program's evaluation process identifies clear and specific benchmarks to readily measure faculty effectiveness.	<input type="checkbox"/>	Program's evaluation process identifies benchmarks to measure faculty effectiveness.	<input type="checkbox"/>	Program's evaluation process partially identifies benchmarks to measure faculty effectiveness.	<input type="checkbox"/>	Program's evaluation process does not identify benchmarks to measure faculty effectiveness.	<input type="checkbox"/>
Faculty receive ongoing feedback throughout the year for continuous improvement purposes.	<input type="checkbox"/>	Faculty receive annual feedback for continuous improvement purposes.	<input type="checkbox"/>	Faculty receive feedback in inconsistent intervals making it challenging for results to be used for continuous improvement purposes.	<input type="checkbox"/>	Faculty do not receive feedback preventing continuous improvement.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							

5.5 Participant Post-Completion Performance: The program regularly collects information about the post-completion performance of the residency/fellowship graduate which is used for program evaluation and continuous improvement.

Exceeds Expectations	<input type="checkbox"/>	Meets Expectations	<input type="checkbox"/>	Needs Improvement*	<input type="checkbox"/>	Inadequate*	<input type="checkbox"/>
Program collects data at predetermined intervals about the post-completion performance of residency/fellowship graduates.	<input type="checkbox"/>	Program collects data regularly about the post-completion performance of residency/fellowship graduates.	<input type="checkbox"/>	Program inconsistently collects data about the post-completion performance of residency/fellowship graduates.	<input type="checkbox"/>	Program does not collect data about the post-completion performance of residency/fellowship graduates.	<input type="checkbox"/>
Program uses data to evaluate the program effectiveness and implements continuous improvement efforts as a direct result.	<input type="checkbox"/>	Program uses data to evaluate the program and inform continuous improvement efforts.	<input type="checkbox"/>	Program inconsistently uses data to evaluate the program and inform continuous improvement efforts.	<input type="checkbox"/>	Program does not use data to evaluate the program or inform continuous improvement efforts.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						

Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

5.6 Program Effectiveness: The program annually uses comprehensive outcomes data to inform curriculum revisions. The data guides the program's continuous improvement efforts indicative of an ABPTRFE-accredited residency/fellowship program and provides evidence supporting the continued achievement of the mission, goals, and outcomes.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program implements a plan that uses comprehensive outcomes data to continuously inform curriculum revisions throughout the year.	<input type="checkbox"/>	Program uses comprehensive outcomes data to annually inform curriculum revisions.	<input type="checkbox"/>	Program inconsistently uses comprehensive outcomes data to annually inform curriculum revisions.	<input type="checkbox"/>	Program does not use comprehensive outcomes data to inform curriculum revisions.	<input type="checkbox"/>
Program implements a systematic process for using the data collected to guide continuous improvement efforts that exemplifies an ABPTRFE-accredited residency/fellowship program.	<input type="checkbox"/>	Program uses the data collected to guide continuous improvement efforts indicative of an ABPTRFE-accredited residency/fellowship program.	<input type="checkbox"/>	Program inconsistently uses data collected to guide continuous improvement efforts indicative of an ABPTRFE-accredited residency/fellowship program.	<input type="checkbox"/>	Program does not use data collected to guide continuous improvement efforts indicative of an ABPTRFE-accredited residency/fellowship program.	<input type="checkbox"/>
Program regularly maintains evidence supporting the continued achievement of the mission, goals, and outcomes.	<input type="checkbox"/>	Program provides evidence supporting the continued achievement of the mission, goals, and outcomes.	<input type="checkbox"/>	Program provided inconsistent evidence supporting the continued achievement of the mission, goals, and outcomes.	<input type="checkbox"/>	Program does not provide evidence supporting the continued achievement of the mission, goals, and outcomes.	<input type="checkbox"/>
Evidence maintained is used annually by the program to compare past achievements against current performance data.	<input type="checkbox"/>						
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						

Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]
Program Response:	
ABPTRFE Decision:	

5.7 Outcomes Publication: The program annually publishes outcomes data that communicates program performance indicative of participant achievement.

Exceeds Expectations		Meets Expectations		Needs Improvement*		Inadequate*	
Program annually publishes on its website outcomes data that communicate comprehensive and specific program performance indicative of participant achievement.	<input type="checkbox"/>	Program annually publishes on its website outcomes data that communicate program performance indicative of participant achievement.	<input type="checkbox"/>	Program annually partially publishes on its website outcomes data that communicate program performance indicative of participant achievement.	<input type="checkbox"/>	Program does not annually publish on its website outcomes data that communicate program performance indicative of participant achievement.	<input type="checkbox"/>
CRC Required Actions*:	[Insert for all Findings of Needs Improvement or Inadequate]						
CRC Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Onsite Finding:	[Insert Finding]						
Onsite Required Actions*:	[Insert for Findings of Needs Improvement or Inadequate]						
Onsite Comments:	[Insert Comments Regardless of Finding on the Program's Overall Compliance with this Standard.]						
Program Response:							
ABPTRFE Decision:							