Title:
Navigating the Accreditation Process: Hints and Tips

SSH
Society for Simulation in Healthcare
Accredited Program
Assessment, Research, Systems Integration and Teaching/Education

Presenters:
Colleen Royle, EdD, MSN, RN, CHSE
Krista Anderson, MSN, RN, CHSE

- **Instructions for Webinar**
- Select the **"LISTEN ONLY"** option for audio
- Use the **"CHAT"** feature for questions
- We will start **promptly at 11:30**
- This session will be **RECORDED** and archived for later viewing
- Resources for this session can be downloaded directly from this webinar.
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MnSHEP Lunch and Learn Webinar
Navigating the Accreditation Process: Hints and Tips

Description:
The Healthcare Simulation Accreditation process has many benefits. It allows programs to examine and streamline processes. These presenters will share stories about their accreditation journey and provide tips & hints on navigating this process, including important areas of focus, what to expect, and how to prepare.

Colleen Royle, EdD, MSN, RN, CHSE

Krista Anderson, MSN, RN, CHSE

Date: Monday, March 25, from 11:30 to 12:30 am CST

Expertise level: Novice to Expert

Intended Audience: Academic and Clinical Practice

Presenters: Colleen Royle, EdD, MSN, RN, CHSE
Krista Anderson, MSN, RN, CHSE

Certificate of Attendance: 1 Hour

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Navigating Accreditation: Tips & Hints

Krista Anderson, MSN, RN, CHSE

Colleen Royle, EdD, MSN, RN, CHSE

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Disclosures

▶ Krista Anderson, MSN, RN, CHSE

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  ▶ No Financial Interest

  ▶ No Disclosures

▶ Colleen Royle

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  ▶ No Financial Interest

  ▶ No Disclosures

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HealthPartners Clinical Simulation

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Maverick Family Nursing Simulation Center

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Polling Questions

▶ How many are interested in seeking Accreditation for their programs?

▶ How many are ready to start the application process?

▶ How many programs have been in operation for a minimum of two years?

▶ How many have reviewed the Accreditation guidelines?

▶ How many are building programs based on the Accreditation guidelines?

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Benefits of Accreditation

▶ Encourages examining and streamlining of processes.

▶ Provides a competitive edge in the community, program offerings, and grant funding.

▶ Fosters a feedback loop between education and practice by participating in a continuous process of improvement.

▶ Improves healthcare simulation through providing standardization and a pool of knowledge of best practices.

> ▶ Society for Simulation in Healthcare, 2017

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3/20/2019

CORE STANDARDS

- ▶ Mission & Governance
- ▶ Program Management
- ▶ Resource Management
- ▶ Human Resources
- ▶ Program Improvement
- ▶ Integrity
- ▶ Expanding the Field

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Accreditation Standards

- ▶ CORE +
  - ▶ Teaching/Education
  - ▶ Assessment
  - ▶ Research

- ▶ Systems Integration
  - ▶ Apply for only if one of the above specialties is applied for as well

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Society for Simulation in Healthcare Accreditation

- Full accreditation
  - Five year Granted/Annual Review
  - Program must have a minimum of two years' experience in the functional area
  - Must demonstrate compliance with Core Standards and one or more of the three following areas of simulation in healthcare:
    - Teaching & Education
    - Assessment
    - Research
    - Systems Integration (only if one of the above three is included on the application)
- Onsite One Day Review
- $5975 for Core + 1 (plus reviewers travel expenses)
  - Additional cost for additional accreditation areas

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Society for Simulation in Healthcare Accreditation

- Provisional accreditation
  - Programs with established structure and processes, but have not yet achieved outcomes for full accreditation
  - Program must be in operation for a minimum of two years
  - Granted for two years, may renew for two additional years or go for full accreditation/Annual review
  - Must demonstrate compliance with Core Standards and Teaching/Education Standards
  - Electronic/Telephone Review
  - $2495 (Core + Teaching/Education)

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Navigating the Process

- Gaining support
  - Budget/funding for Accreditation
    - Academic
      - Nursing program: Provost supports Accreditation
        - Ask: "Why would supporting simulation-based education for replacing clinical time not be?"
    - Health Organization/Professional Practice
      - Joint Commission
      - CMS: Centers for Medicare & Medicaid Services
      - MDH: Minnesota Department of Health
  - Stakeholder/Faculty Buy-In

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Navigating the Process

- How to Prepare
  - Application Completion $100 Fee
  - Letter of commitment from administration
  - Companion Documents
  - Self-Study

Core Standards and Criteria

Core Standards are fundamental structural and operational standards that all accredited Programs must meet. The 7 sections of Core Standards are: (1) Mission & Governance, (2) Program Management, (3) Resource Management, (4) Human Resources, (5) Program Improvement, (6) Ethics, and (7) Expanding the Field.

1. **MISSION AND GOVERNANCE**
   a. *The Simulation Program has a clear and publicly stated mission and/or vision statement(s) that specifically addresses the intent and functions of the Program.*

i. Provide a copy of the Program's mission and/or vision statement(s).	

   b. *The Simulation Program has an appropriate organizational structure.*

i. Describe Program's organization and structure including how it is linked to the larger organization, if one exists.	
ii. Provide organizational chart(s) that demonstrate the Program's organization and structure including lines of authority within the Program.	
iii. If the Program is a part of the larger organization, provide the organizational chart(s) that demonstrate the Program's position within the organization including lines of authority within the larger organization.	

   c. *The Simulation Program has a process for strategic review and approval of its activities.*

i. Describe the governance structure including people or committees that provide oversight and/or advisory functions to the Program.	

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Navigating the Process

- ▶ "AH-HA" Moments
  - ▶ Time
  - ▶ The importance of policies and procedures that guide the program
  - ▶ Complexity of standardizing policies and procedures
  - ▶ Proof of evidence

- ▶ Solutions
  - ▶ Dividing & Conquering
  - ▶ The *Right People* doing the *Right Work*

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Navigating the Process: Full

What to expect:

Onsite Full Day

- ▶ Welcome
  - ▶ Introductions
  - ▶ Tour
  - ▶ Provision of refreshments
- ▶ Review of documentation
  - ▶ Policies/Processes/Guidelines
  - ▶ Curricula
  - ▶ Quality Initiatives
  - ▶ Outcome data

- ▶ Interview:
  - ▶ Key Stakeholders
  - ▶ Simulation Staff
  - ▶ Learners
- ▶ Observe Courses
  - ▶ Helpful
- ▶ Closing:
  - ▶ Provide Feedback
  - ▶ Make Suggestions

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Navigating the Process: Provisional

- ▶ What to expect
  - ▶ Review process is over the phone
  - ▶ Reviewers take time to review before setting up a phone call to discuss
  - ▶ Questions are posed on the phone call to the program
  - ▶ Program chooses who should be in the room for the review call
  - ▶ Helpful tips given by the reviewers
  - ▶ Reviewer recommendations (7-10 days; final decision, approx. 1 month)

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Results

- ▶ Suggestions from reviewers
  - ▶ Program has 10 days to respond to comments
- ▶ Lead reviewer presents findings to the SSH Accrediting Board of Review
  - ▶ Final decision in approximately one to three months
  - ▶ Program can appeal

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Afterwards

- ▶ Do not become complacent
- ▶ Ensure the practices created are continued
- ▶ Keep good records on an ongoing basis
- ▶ Annual reviews required

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Questions

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References:

- Society for Simulation in Healthcare (2017). *SSH accreditation process*. Retrieved from: https://www.ssih.org/Portals/48/Accreditation/SSH%20Accreditation%20Informational%20Guide.pdf?ver=2017-03-09-133118-517

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