

## INTRODUCTION

The following policies have been adopted by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology. The policies clarify the processes associated with the operational aspects of nuclear medicine technology programs.

## NEW ASSOCIATE OR BACCALAUREATE PROGRAMS

Associate or Baccalaureate Degree Programs applying for initial accreditation are required to provide the following:

### **1. Letter of Intent**

- a. Prior to the enrollment of students the program (or departmental dean) must file a Letter of Intent that includes:
- b. Identification and endorsement of sponsoring institution,
- c. Rationale for starting program
- d. Projected start date
- e. Date program personnel will be employed,
- f. Advisory committee – members and goals
- g. Description of didactic resources (classrooms, laboratory space, office space),
- h. Identification of clinical education facilities with a letter of commitment from at least one site

### **2. Initial application form and fees**

Twelve months prior to entry of students into the clinical practicum the institution must submit the completed initial application request and pay the application fees.

### **3. Self-Study Report**

The self-study report must be submitted 6 months prior to entry of students into the clinical practicum.

Adopted October, 1999

## ACCREDITATION OF NEW AFFILIATES

**VII.A.2.d** The program must submit an application for all clinical affiliates. *A program may not have a separate clinical facility which is not recognized by the JRCNMT when that affiliate has students who receive benefits due to the accredited status of the program or students who are recruited using the name or accredited status of the program. An Application for Clinical Affiliate(s) must be received 60 days prior to the assignment of students.*

1. All affiliates used by an accredited program must be approved by the JRCNMT or an adverse action re the program shall be taken.
2. Upon receipt and review of an *Application for Addition of a Clinical Affiliate* the affiliate may be granted a *Candidate for Approval\** status pending an on-site evaluation visit. The clinical affiliate application must provide evidence of sound planning, the resources to implement those plans, and appear to have the potential for attaining its goals within a reasonable period of time.

\*Candidate for Approval– status of affiliation with a recognized accrediting agency that indicates that a clinical affiliate of an accredited program has achieved initial approval and is progressing toward, but has not been assured, approval. The Candidate for Approval classification is designed for clinical affiliates that an accredited program wishes to add after the program itself has received an accreditation status. The final determination of Approval is dependent upon a site visit.

Nuclear medicine technology programs that have a current award of Probationary Accreditation may not seek the addition of new clinical affiliates unless it is a condition of the probationary status.

3. Clinical affiliates granted a *Candidate for Approval* status will be assessed regular annual fees.

Adopted July 1, 2002

## PROGRAM RE-ACTIVATION

### VII.B.3 Inactive Programs

The sponsoring institution may request inactive status for a program that does not enroll students for up to two years. The program and its sponsoring institution must continue to pay required annual fees. Should a program be inactive for two years and not reactivated, it will be considered discontinued and accreditation will be withdrawn.

#### **Re-Activation Process**

The Program director will send a letter requesting re-activation. This letter should state the reason for the inactivation of the program and itemize and explain changes that have occurred in any of the following areas:

1. Administration of program
2. Changes in faculty\*
  - Faculty turnover
  - Change in faculty assignments
  - Change in clinical supervisors

*\*must be supported by submission of a curriculum vitae supporting qualifications for the assigned position.*
3. Changes in curriculum
4. Changes in clinical affiliates – *clinical affiliate applications must be submitted for new affiliates.*
5. Written confirmation from each approved clinical affiliate of its ability to resume student training.

A separate letter must be sent by the CEO of the sponsoring institution supporting the re-activation of the nuclear medicine technology program.

A program may be reactivated if it meets the following criteria:

1. There has been no change in Program Director
2. There has been no change in type of degree/certificate awarded.
3. There have been few faculty changes
4. No significant changes in curriculum
5. Less than 25% change in clinical affiliates
6. Payment of fees is current

*In the event a program does not meet the aforementioned criteria a self-study for continued accreditation must be submitted 60 days prior to reactivation.*

## CLOSURE OF CLINICAL AFFILIATE OF ACCREDITED PROGRAM

Should an accredited program become aware that one of its major clinical affiliates will cease operation prior to the end of the academic year for its students, it is the program's responsibility to relocate those students to other clinically acceptable sites until they complete the program.

If there are other JRCNMT approved clinical affiliates in the region an application may be made by the program to temporarily relocate students to these sites providing the following conditions are met:

1. Relocation of students will be based on the existing criteria stated in the *Essentials and Guidelines for an Accredited Educational Program for the Nuclear Medicine Technologist*
2. The relocation may only continue until the current class of students completes training unless a new application for a clinical affiliate is made demonstrating the ability of the site to continue to handle additional students.
3. Should the clinical site be affiliated with a program other than the one wishing to relocate students the agreement of the primary training program for that site must be obtained.
4. The clinical site must agree to accept the students in a written communication.
5. In the event there are no alternative currently accredited sites that are convenient the program must immediately make arrangements with other facilities for clinical training. Affiliation agreements and applications for new clinical affiliates must be received by the JRCNMT no more than 30 days after the notification of closure of the major affiliate.

