

THE PROCESS OF BECOMING AN ACCREDITATION REVIEWER

PRECEPTED MENTORING

1

COMPLETE THE REVIEWER TRAINING

- The Reviewer Training Portal will be assigned to you once you have been accepted as a reviewer
- Reviewer training must be completed prior to being assigned to a review

MENTORED ASSIGNMENT TO 3 REVIEWS

- You mentored by an experienced team lead for 3 reviews
- Track your progress with the Orientation Checklist
- You will be encouraged to increase the level of participation in the review process through the 3 reviews

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REVIEW #1

3

- First review assigned will be a virtual review
- Usually this will be a Provisional Teaching/Education review
- You will take an observer role for this review

REVIEW #2

- Second review you will take a more active role in the review process.
- This review could be in person and might include additional accreditation areas
- You might be asked to take the lead on a section

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REVIEW #3

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- This review should be an in person review
- This review will likely have multiple areas of accreditation
- You will be asked to take the lead on a section and assist with writing the feedback report

MENTOR FEEDBACK

- After each review you & your mentor will complete a survey related to your review experience
- Verbal and written feedback for improvement will be shared with you

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INDEPENDENT ASSIGNMENT AS REVIEWER

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Once you have completed 3 mentored reviews, you will turn in your completed orientation checklist. It will be reviewed along with all feedback, and you will be notified of completion and then you will be an Independent Reviewer!