



**COUNCIL FOR  
STANDARDS IN  
HUMAN SERVICE  
EDUCATION**

# Accreditation: Multiple Sites

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# Definition of Site

- ▶ CSHSE defines site as a location at which a student can complete the entire curriculum of the human service degree program

How should we accredit our program that is offered at multiple sites?

If each site offers an autonomous program

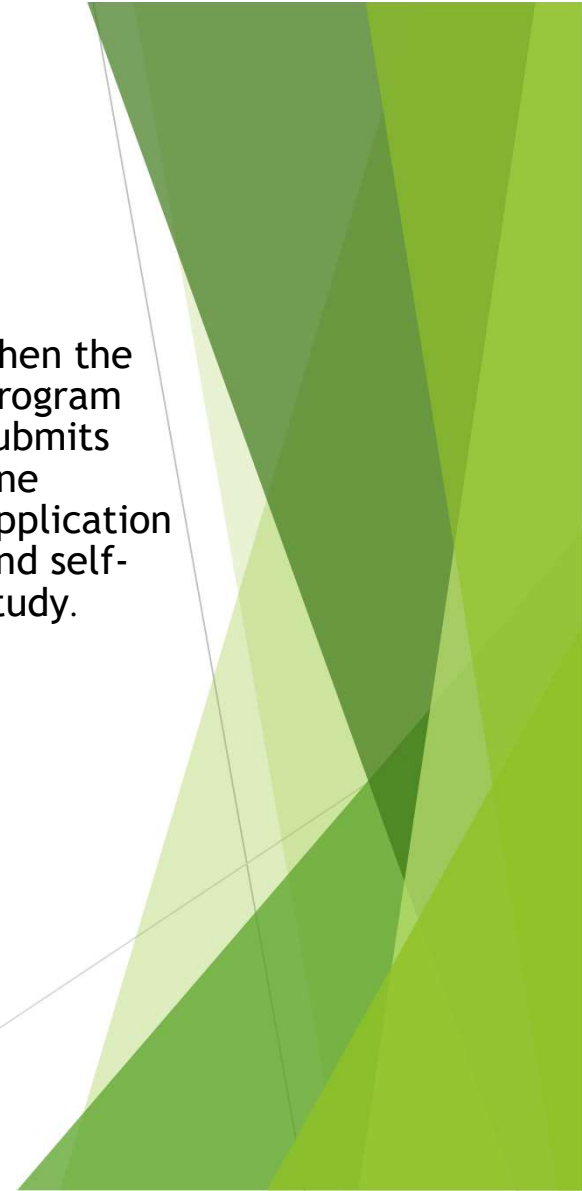


Then each program must apply for accreditation and submit a self-study.

If the same program is administered at each site



Then the program submits one application and self-study.



# Multi-site Program Accreditation Options



- ▶ **Option 1: Accredit each site as an autonomous program.** The institution pays a membership fee and site fees. Each site pays the accreditation fees.
  - ▶ Pros: Each site can establish the program policies and curriculum to meet the needs of the community at which the site is located; Each site can establish a unique curriculum and program policies thus eliminating extensive coordination among sites. Maintains assessment data for individual site.
  - ▶ Cons: Membership fees and accreditation fees will be more costly as each site must submit individual accreditation fees; Each site will have a separate accreditation cycle; the institution will have multiple human services programs that may create transfer of credit more difficult for students matriculated at the same institution.

# Multi-site Program Accreditation Options



- ▶ **Option 2:** There is one human service program with the same program policies and curriculum administered at several sites.
  - ▶ **Pros:** The institution has one human service program with the same policies and curriculum; students can readily move from one site to another; cost effective- one membership fee plus a reduced fee for individual sites must be paid annually and one accreditation application fee plus a reduce fee for individual sites
  - ▶ **Cons:** Requires **significant coordination** between sites: must have policies and procedures that document continuity of the curriculum across all sites, availability of resources that assures continuity, and consistency of implementation of policies and procedures; assessment plan must be coordinated between all sites; assessment outcome data must be maintained for each site and summarized for the entire program.
  - ▶ **Site Visits:** One-third of sites including primary site will be visited during the initial accreditation and reaccreditations; availability of appropriate technology for site visit interviews with program representatives is required.

# Multiple Sites: Face to Face and Online

- ▶ If one of the sites is an online option, that site must also fulfill the online policies for accreditation:
  - ▶ Online is defined as more than 50% of the human services courses are offered online or hybrid format.
  - ▶ Narrative and documentation must demonstrate compliance with all the Standards including Fieldwork standards and specifications.
  - ▶ The Institution must document how the program assures that students enrolled in program/courses are who they say they are.
  - ▶ Document that training and support is provided for online students and teaching faculty.
  - ▶ If the Institution has selected to offer one program over multiple sites, the Program and Curriculum Standards must be the same for courses/programs offered online and face to face. Assessment data outcomes must be collected for the Online Program as well as summarized with the rest of the face to face sites.

