

***Accreditation Council for Psychoanalytic Education, Inc.  
Standing Committee on Accreditation (SCA)***

1. The Standing Committee on Accreditation (SCA) will convene at intervals determined by the requirement to review (a) reports of the accreditation site visits, and (b) maintenance of accreditation surveys submitted by accredited psychoanalytic institutes and program.
2. The Chair of each site visit will submit its *final* site visit report to the ACPEinc Administrator for formatting, no later than three (3) weeks before the scheduled date of the next SCA.
3. The ACPEinc Administrator will forward the final and formatted Site Visit Report to the Chair of the Standing Committee on Accreditation, no later than two (2) weeks before the scheduled date of the next SCA. The Administrator will regularly update the Trustees of the SCA meeting dates.
4. The Chair of each Site Visit Team (or a representative, designated by the Chair) will attend the SCA meeting at which that report is on the agenda of the SCA to present a brief summary of pertinent findings and recommendations of that final site visit report, and will report on whether that Site Visit Team has or has not achieved consensus on the site visit report.
5. With respect to each institute's accreditation renewals, the ACPEinc Administrator will notify each institute of its reapplication deadline, within the year preceding the date of that institute's expiration date.
6. The ACPEinc Administrator will provide the SCA with completed reports of the annual, accreditation renewals. The SCA will convene to review those reports.

Approved by Board of Trustees 20150721