



Accreditation Council for  
Psychoanalytic Education  
[www.acpeinc.org](http://www.acpeinc.org)

## Complaint Policy Appendix A

### Formation of a Panel of Investigators

This Panel will be composed of individuals available to serve on an *ad hoc* committee to investigate complaints about the ACPEinc. The aims of this Panel are to

1. Make available for appointment to the *ad hoc* committee individuals who are conversant with the ACPEinc Standards and accreditation procedures and who represent the diversity of theories and training traditions that characterize ACPEinc accredited programs
2. Promote fairness and transparency of the appointment process.

The Board of Trustees annually will solicit nominations from each accredited program for at least one individual who was (a) active in implementation of the current ACPEinc Standards, or (b) active in an ACPEinc site visit to the program, or (c) had experience as a site visitor to another program that had applied for accreditation or reaccreditation by the ACPEinc, and who expressed willingness to serve on this panel. That individual will ordinarily be someone active in the program; but programs may nominate other individuals who meet the criteria noted above. Upon being nominated, panelists will submit a statement of Conflict of Interest or Commitment, and evidence that they are in good ethical standing — e.g. unrestricted professional liability insurance or appointment to a position that requires evidence of good ethical standing. Nominees will also complete the ACPEinc Confidentiality Agreement. The Secretary will review the disclosures for completeness and identify potential competing interests.

The Board of Trustees will establish a Panel of potential investigators from among these nominees. The Panel shall consist of at least ten or the number of currently accredited programs, whichever is greater. The Board of Trustees may at its discretion impanel all who are nominated and meet criteria noted in the preceding paragraph, or select from among the nominees those who would make the panel diverse in terms of theory and training tradition and experience in the field.

When the Standing Committee on Accreditation determines that the received complaint is relevant to ACPEinc Standards or procedures, it will provide to the complaining program the names of all panelists. The program will be invited to indicate to the Standing Committee on Accreditation those panelists it believes may have a conflict of interest or commitment. The Standing Committee on Accreditation will select two individuals from the Panel who are familiar with or sympathetic to the complaining program's theory and training tradition and who are not identified as having competing interests and who are unrelated to the program to serve on the *ad hoc* committee. The program will be invited to select a third individual to serve on the *ad hoc* committee. If the complaining program declines to select a third individual, the Board of Trustees will make the selection, taking into account the need for both neutrality and diversity.

Difficulties implementing this procedure will be mediated by the two most recent ACPEinc Past Presidents or Chairs of the Board who are available to serve.

Adopted by the Board of Trustees 20180717