


Prolongation Policy

Owner: Accreditation
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Date of Issue: 19 December 2018

Name of the Policy	Prolongation Policy	
Policy Number	POLS2018OCEO041	
Description of Policy	This policy describes the principles surrounding prolongations of accreditation expiry date for nursing and midwifery programs accredited by the Australian Nursing and Midwifery Accreditation Council.	
Category	Accreditation	
Audience	This policy applies to all ANMAC staff, our customers and stakeholders.	
Status	New Policy <input checked="" type="checkbox"/>	Revision of Existing Policy <input type="checkbox"/>
Last Revised		
Next Review	December 2020	

Endorsed by	Executive team	Date: 18/12/2018
Responsible Officer	Director of Accreditation Services	
Author	Associate Director, Accreditation Services	
Approved by	Fiona Stoker, CEO	Date: 19/12/2018
Signed	 Fiona Stoker (Dec 19, 2018)	

Related Documents	National Accreditation Guidelines Transition and Teach-out Policy
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1. Purpose

The purpose of this policy is to ensure ANMAC recommends prolongation of accreditation expiry dates for accredited nursing and midwifery programs in line with the National Accreditation Guidelines and ANMAC risk assessment processes.

2. Scope

This policy applies to prolongations of accreditation expiry date for nursing and midwifery programs, including requests from education providers or prolongations initiated by ANMAC.

3. Policy statement

ANMAC will manage all requests or initiations for prolongation of accreditation expiry date in accordance with this policy and in a transparent, fair and timely way.

4. Key definitions

Accreditation expiry date – the date the program ceases to be accredited for the purpose of enrolling new students. Accreditation expiry dates are stipulated by ANMAC upon accreditation approval.

Approved Program of Study (APoS) – programs that have achieved ANMAC accreditation and NMBA approval are recorded on the active approved program of study list available on the NMBA website.

Superseded accreditation standards – Accreditation standards are reviewed on a cyclical basis. When new accreditation standards are introduced the previous accreditation standards become superseded.

5. Principles

5.1 ANMAC will accept requests from education providers to prolong the accreditation expiry date of a program of study prior to the expiry date of the specified program.

5.2 Education providers may request a prolongation of expiry date to:

- Align accreditation of multiple programs to reduce cost and impost on staff
- Facilitate enrolment of students during the accreditation process
- Facilitate enrolment of students awarded block credit into a program when the program has entered teach-out or transition e.g. enrolment of registered enrolled nurses into year 2 of a BN program
- Facilitate the development of a program due to the introduction of a new National Health Training Package.
- Enable appointment of staff during a significant university restructure e.g. introduction of 'colleges' structure.

5.3 Prolongation requests are not available for programs accredited on superseded accreditation standards.

5.4 Prolongation requests cannot be accepted after the accreditation expiry date.

5.5 ANMAC, including Accreditation Services staff may initiate prolongation of expiry date to:

- Align accreditation submissions with the introduction of new accreditation standards
- Facilitate enrolment of students during the accreditation process

5.6 The Director of Accreditation undertakes a:

- Risk assessment of the program based on the programs history
- Assessment of the programs most recent Program Monitoring Report (PMR)
- Determines if the prolongation request is recommended or declined and includes the decision on the Nursing and Midwifery Board of Australia report.

5.7 The Chief Executive Officer reviews the prolongation recommendation and signs the Nursing and Midwifery Board of Australia report.

6. Roles and responsibilities

The Director of Accreditation has overall responsibilities for ensuring that prolongations are approved according to this policy.

7. Training

The Chief Executive Officer is responsible for implementing and ensuring compliance with this policy through creation and maintenance of effective procedures.