



COMMISSION ON ACCREDITATION FOR RESPIRATORY CARE

July 30, 2019

APPROVAL OF INTENT

Regina Stroud, EdD, RN, President
Respiratory Care Program
Skyline College
3300 College Dr
San Bruno, CA 94066

RE: Assigned CoARC Program Number 510016

Dear Dr. Stroud:

After review of your Letter of Intent Application and other required documentation, the Commission on Accreditation for Respiratory Care (CoARC) authorizes this Approval of Intent to establish a BS Degree Advancement Respiratory Care Program at Skyline College located in San Bruno, CA effective as of the above date. It is the determination of CoARC that the Program, thus far, has demonstrated compliance with the CoARC Accreditation Standards (see www.coarc.com) and the policies and procedures of the CoARC. Please note that a qualified Program Director must be appointed and will be responsible for the remainder of the initiation of Accreditation process (CoARC Policy 2.033).

The maximum annual enrollment is tentatively approved at up to **70 students**, subject to revision following review of the Provisional Accreditation Self Study Report (PSSR) and on-site evaluation. Maximum enrollment is based on new enrollments only from January 1 to December 31 for a given year.

A Referee has been assigned to your Program:

Ian Gilmour, MD
iegilmour@yahoo.com

A Referee is a CoARC Board Member assigned to a Program to serve as the liaison between the Program and the Commission. The Referee's role is to provide consultation during the accreditation process, preparation and process of self-study reports; analyze all documents for compliance with the *Standards* and Accreditation Policies and Procedures; assist the Program to identify ways to meet those Standards; communicate with the Program concerning clarification of Program matters; and recommend appropriate accreditation action to the Commission.

Please familiarize yourself with Section 2.0 Initiation and Reaffirmation of Accreditation of the CoARC Accreditation Policies and Procedures Manual (see www.coarc.com), particularly Policies 2.033 and 2.034. The next steps in the review process will consist of the following:

- Review of the attached "Self-Study Report for Provisional Accreditation of a Degree Advancement (DA) Additional Degree Track Program in Respiratory Care" (PSSR DA ADT) due no later than **February 1, 2020**;
- Payment of the appropriate fee with submission of the PSSR (see attached invoice);
- When the Referee deems that the PSSR is acceptable, he will authorize the Executive Office to notify the Program's sponsor to submit a Site Visit Request Form (CoARC Policy 2.034C.1).

- Following review of the On-Site evaluation and accreditation record, the Referee will submit a recommendation for action at the next scheduled CoARC Board meeting to either confer or Withhold Provisional Accreditation (CoARC Policy 2.034C.4). [The conferral of an Approval of Intent does not guarantee a conferral of a Provisional Accreditation (CoARC Policy 2.032). A Board decision to deny Provisional Accreditation is subject to reconsideration and appeal as described in Policy 1.06]

Applicant programs must submit the Provisional Self Study Report (PSSR) within six (6) months of receiving the Approval of Intent. Failure to do so terminates the application and requires the sponsor to reapply for accreditation following the process outlined in CoARC Policies.

Failure to submit the PSSR, CoARC Accreditation Services Application, and appropriate fees or failure to comply with the Accreditation Policies will result in a Withhold of Provisional Accreditation (CoARC Policy 2.034).

The Program Director should feel free to call or email me for any assistance needed during the remainder of the Initiation of Accreditation process at (817-283-2835 ext. 101) or tom@coarc.com.

The Commission commends you and your colleagues for your commitment to continuous quality improvement in education, as demonstrated by your participation in programmatic accreditation.

Sincerely,



Thomas Smalling, PhD, RRT, RPFT, RPSGT, FAARC
Chief Executive Officer

Cc: Raymond Hernandez, MPH, RRT-NPS, Dean
Jerry Roper, PhD, RRT-ACCS, Program Director
Ian Gilmour, MD, Referee