

Proposed Changes to CPME 120 and CPME 130 – October 2022

CPME 120		STANDARDS AND REQUIREMENTS FOR ACCREDITING COLLEGES OF PODIATRIC MEDICINE
Diversity, Equity, and Inclusion (DEI)	Page 3	Addition of <i>“The Council recognizes, values and promotes diversity, equity, and inclusion within the faculty, staff, and students at the colleges of podiatric medicine.”</i> And <i>“The Council strives to reflect membership diversity of race, ethnicity, religion, national origin, age, gender identity, sexual orientation, disability, and experience.”</i>
	Page 6: Goals for CPME Accreditation of Colleges of Podiatric Medicine	Addition to #13: <i>“Encourage colleges to achieve diversity, equity, inclusion, cultural competency, humility, and interprofessional collaboration among their administration, students, faculty, and staff.”</i>
	Page 13 (Standard 2 Governance, Requirement E, Reporting to CPME)	Removed from last bullet <i>“significant training sites”</i>
	Page 21 (Standard 4 Curriculum, Requirement A, Structure)	Added <i>“How has the college addressed diversity, equity, and inclusion at the institution through its academic and clinical education? For example, including training in medical racism, health inequities, and implicit bias.”</i>
	Page 27 (Standard 5 Faculty, Requirement C, Diversity)	<p>Changed <i>“percentage of faculty are members of a racial or ethnic minority”</i> to <i>“percentage of faculty who are an underrepresented minority”</i></p> <p>Added <i>“Has the college included diversity, equity, and inclusion within its standard protocols including its policies, practices, and procedures?”</i></p> <p>Added <i>“identity”</i> to <i>“Description of policies and procedures regarding the college’s commitment to providing equitable opportunities without regard to age, gender identity, race, disability, religion, sexual orientation, or national origin.”</i></p>
	Page 28 (Standard 5 Faculty, Requirement D, Policies)	Added <i>“Does the college’s job posting template include a DEI statement?”</i>
Standard 6. Students. Maximum Headcount	Page 31	A college of podiatric medicine should take into consideration its resources and the availability of clinical sites, in addition to the

		maximum enrollment figure approved by CPME, when determining the maximum size of the incoming class and the total enrollment.
Distance Education	Page 40 (Standard 7 Resources, Requirement E, Distance Education added)	New requirement added to include evaluation of distance education within schools. Also added definition of distance education to glossary page 47.
	Page 44 (Standard 8 Educational Program Effectiveness, Requirement C, Assessment of Programmatic Outcomes)	Modified standard: Licensure Examination Pass Rate – The college is expected to demonstrate a licensure examination pass rate averaged over the most recent three years of at least 75 percent on the APMLE Part I and 80 percent on the APMLE Part II. Data are to be reported annually and must include all test takers within the academic year the examination is offered.
CPME 130		PROCEDURES FOR ACCREDITING COLLEGES OF PODIATRIC MEDICINE
Diversity, Equity, and Inclusion (DEI)	Page 2	Following the CPME Mission added: “The success of CPME is based on the following guiding principles. A commitment to: <ul style="list-style-type: none"> • the CPME mission, • engage in continuous quality improvement and learning, • the contribution of CPME to the profession, and • the cultivation and support of an environment that demonstrates commitment to diversity, equity, and inclusion within its member institutions, board and staff, representatives, and all who are served by these groups.”
Composition of Accreditation Committee	Page 3	Modified language within CPME 130 concerning the composition of the Accreditation Committee to match the language of the CPME Bylaws.
DEI	Page 3	Added to the composition of the Accreditation Committee “The makeup of the Accreditation Committee will strive to reflect membership diversity. Membership diversity includes race, ethnicity, religion, national origin, age, gender identity, sexual orientation, disability, and experience.”
Comment Period	Page 5	Updated the interim review call for comment period from “at least 3 months” to 60 days to match the comment period of a comprehensive review.
Eligibility	Page 6	There are now 10 eligibility requirements, not nine.

Timeline	Page 6	Changed notice from “page 49” to “ last page of this document ”
Conflicts of Interest	Page 6	Added “ Institutions are prohibited from contacting Accreditation Committee, Council, or on-site team members concerning employment or contractor positions to avoid potential conflict of interest issues. ”
Accreditation Term	Pages 9, 15, and 19	Modified language to ensure consistency regarding initial accreditation timeline. Now reads, “ initial accreditation may be granted for a time period extending for four years from the date the initial accreditation was granted. ” Previously read as, “accreditation will be granted for the balance of an eight-year term that began when the program was granted preaccreditation.”
Submission of self-study	Page 10	Added that the self-study report should be provided electronically.
	Page 12	Added “ On-site evaluation teams will strive to reflect member institution diversity. ”
Materials to be Made Available for the Team	Page 13	Removed “one copy of the self-study report” because this document is now typically submitted electronically.
Team Report	Page 14	The team will complete the first draft of the site visit report “ shortly after the site visit ” but not “before leaving the site”.
Accreditation Categories	Page 15-16 Page 39	Clarified that the status of accreditation is only awarded when a college is in compliance with all standards and requirements for accreditation. Added new accreditation category: “ Accreditation with Warning ” for colleges that are cited with one or more areas of noncompliance. Added clarifications concerning the new accreditation category “ Accreditation with Warning. ”
Adverse Actions	Page 18	Added “ withdraw preaccreditation ” to list of adverse actions (missing from list).
Notification to the Institution	Page 19	Removed reference to transmitting accreditation decisions to the chair of the governing board. CPME staff do not have this information and ask the dean of the school to forward the accreditation decision to the college’s governing board.
Statement of Accreditation Status	Page 20	Added in the name of the Council
Focused Site Visits	Page 21	Clarified the number of on-site team members for focused site visits.

Substantive Changes	Page 22 and 26-27	Removed Substantive Change category #7 as it is covered in Substantive Change category #11.
Substantive change #2 – monitoring of change in the location of an institution	Page 24	Clarified the type of site visit to be conducted for a change in the location of an institution – changed from a comprehensive visit to a focused site visit within one year instead of within six months and removed the repeat visit in year two.
Substantive change #11 – establishment of a new location or branch campus	Page 29-30	<p>Added for clarity, “The college has engaged in long-range planning for execution” even though it is listed in the paragraph above the bulleted list.</p> <p>Included additional requirements (bullet #5) that had been included within substantive change #7 requirements.</p> <p>Modified the language concerning the number of site visits required to approve the new location or branch campus – “The Council will conduct a comprehensive on-site visit to a branch campus at least six months prior to the initiation of instruction and acceptance of students at the branch campus to ensure compliance with all accreditation standards.” Removed the comprehensive site visits in years 1 and 2 and added in that “focused or comprehensive site visit may be conducted as needed and as determined by the Council.”</p>
Branch Campus	Page 30-31	Removed the information concerning branch campuses as that information is located within substantive change #11.
Authorization to Increase Enrollment	Page 31-32 Page 46	<p>Updated the language to match the Council’s Eligibility Requirements.</p> <p>Removed language concerning “Eligibility and Authorization to Increase Enrollment” as that policy is no longer applicable.</p>
Conference Calls	Page 34	Added in “video” before conference call.
Disclosures	Page 38	<p>Added language to communicate that all documents associated with the accreditation process may be shared to comply with reporting requirements of the US Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA).</p> <p>Clarified that the state board of podiatric medicine where the college is located will be notified of CPME accreditation decisions.</p>
Continuing Accreditation Decisions	Page 39	Clarified that “For continuing accreditation, the online and written notifications include identification of areas of noncompliance (if any) and a description of the actions that a college is to take to address the

		areas of noncompliance.” Colleges granted initial accreditation must comply with all accreditation standards and requirements.
Preaccreditation Fee	Page 43	Removed the word “approval” from preaccreditation fee as there is no guarantee of approval.
Fees Related to On-Site Evaluation	Page 44	Updated the language concerning on-site fees based on the Council’s action to increase the pre-assessment fee and to charge any additional costs over that amount following the visit including the report-out by the team chair at the Accreditation Committee meeting. No longer will any overpayment be reimbursed as the new fee is at the lower end of the current and actual costs for college on-site fees.
Public Information on Program Outcomes	Page 48	Removed the specific outcome standard and instead state the required information must be posted and refer the reader to CPME 120 for the specific language of the outcome standard.
Training Evaluators	Page 49	Training may happen the week before the site visit depending on team arrival times. Clarified how the process works.
Team Assessment	Page 49	Clarified how the process works.