

## ACBAA Accreditation Self-Assessment Tool

### Part I: Organizational Infrastructure

#### Leadership and Governance

- a. Review the effectiveness of the leadership structure in promoting accreditation compliance.
- b. Assess the board's involvement in strategic planning, policy development, and accountability.
  - c. Evaluate the accessibility of governing documents, bylaws, and policies.

#### Human Resources

- a. Determine if your organization has a dedicated accreditation officer or team.
- b. Assess the professional development opportunities and training provided to staff.
  - c. Review the staffing levels and qualifications of faculty and support personnel.

#### Facilities and Resources

- a. Evaluate the adequacy and appropriateness of physical facilities and learning resources.
- b. Assess the maintenance and technology support for educational spaces.
  - c. Review financial resources available for program development and maintenance.

### Part II: Curriculum and Educational Programs

#### Curriculum Design and Delivery

- a. Examine curriculum mapping processes and alignment with ACBAA standards.
- b. Assess the balance between theoretical and practical content.
  - c. Review the inclusion of emerging trends and industry developments.

#### Assessment and Evaluation

- a. Evaluate the range of assessment methods used for student evaluation.
- b. Review the assessment tools to ensure they align with the program's educational objectives.

- c. Assess the mechanisms in place for monitoring and addressing student feedback.

#### Educational Objectives

- a. Review the clarity and measurability of program objectives.
- b. Assess the extent to which objectives align with industry needs and market demands.
- c. Evaluate the mechanisms in place to update and adapt objectives as needed.

### Part III: Continuous Improvement and Quality Assurance

#### Program Evaluation

- a. Assess the frequency and comprehensiveness of program evaluations.
- b. Review the utilization of evaluation data for program improvement.
- c. Examine the processes for involving stakeholders in evaluation and feedback.

#### Quality Assurance Processes

- a. Review quality assurance policies and procedures.
- b. Assess the organization's capacity to respond to changes and challenges in the accreditation process.
- c. Evaluate the system for monitoring and addressing non-compliance issues.

#### Data Analysis and Reporting

- a. Evaluate the tools and methods used for data collection.
- b. Examine the accuracy and completeness of data analysis.
- c. Review the regularity of reporting data and findings to key stakeholders.

### Part IV: Compliance and Regulatory Standards

#### Compliance with ACBAA Standards

- a. Review the program's alignment with all ACBAA accreditation standards.
- b. Assess the organization's compliance with ACBAA guidelines and benchmarks.

#### Regulatory Compliance

- a. Evaluate adherence to relevant local, state, and federal regulations.

b. Ensure that all required licenses and certifications are in place and up-to-date.

Use this comprehensive self-assessment tool to thoroughly evaluate your program's status in each area. Identifying areas for improvement will help maintain accreditation and ensure ongoing excellence in the Body Altering Aesthetics industry.