

Self-Study Report

The self-study is a formal process during which an educational program critically examines its structure and substance, judges the program's overall effectiveness relative to its mission, identifies specific strengths and deficiencies, and indicates a plan for necessary modifications and improvements.

Site Visit

Required during a comprehensive review for the clinical ophthalmic assistant, ophthalmic technician, and ophthalmic medical technologist programs. A one day to day-and-a-half visit to the program by an ICA site visit team to evaluate how accurately the self-study reflect the status of the program, and to answer any additional questions that arise. All expenses incurred for the Site Visit (including but not limited to meals, housing, and transportation) are the responsibility of the program.

Site Visit Findings Letter

A letter sent to the program showing the findings of the site visit. The letter contains:

- Factual findings including citation of areas of strength
- Identification of weaknesses and suggestions for improving the program
- Specific Standards must be cited in noncompliance identification of Standard deficiencies necessitating action.

Site Visit Team

Comprised of two ICA-approved Site Visitors. A Site Visitor must be an ophthalmologist, who has the educational credentials and meets the legal requirements to practice medicine, or a certified allied ophthalmic personnel (AOP) at or above the level of the program that is being reviewed.

Sponsoring Institution

The institution where the training program is located.

Standard

The Standards are the minimum requirements of quality used in assessing programs that prepare individuals to enter the ophthalmic medical technician profession. The extent to which a program complies with these Standards determines its accreditation status. The Standards constitute the minimum requirements to which an accredited program is held accountable, and are printed in regular typeface. Programs are only required to meet the Standards.

Summative evaluation

Evaluation that occurs at the end of important segments of student learning. It is used to summarize and communicate what students know and can do with respect to curriculum expectations.

Unaccredited

A program that does not meet the Standards. An accredited program may become unaccredited pursuant to voluntary withdrawal by the program, failure to pay fees or withdrawal of accreditation by ICA.

Withdrawal of Accreditation (Involuntary)

Accreditation may be withdrawn from an accredited program if it is not in compliance with the Standards.

Withdrawal of Accreditation (Voluntary)

Granted when the sponsoring institution request that its program no longer be accredited by ICA.