

## Self-Study Checklist

The Self-Study Checklist is a comprehensive reference tool that outlines each CAHME accreditation criterion and its corresponding required elements.

Standard	Requirements	Complete?
1.1	Narrative (a – Rationale and Relevancy)	
	Exhibit 1.1	
1.2	Narrative (b – Plan Development)	
	Narrative (c – Alignment with Mission and Vision)	
	Exhibit 1.2.2	
	Exhibit 1.2.3	
	Exhibit 1.2.4	
1.3	Narrative (a – Leadership and Faculty Input)	
	Narrative (b – Feedback Collection and Incorporation)	
	Program Organization Chart	
1.4	Narrative (a - Recruitment)	
	Narrative (b - Admissions)	
	Narrative (c - Retention)	
	Narrative (d – Monitor and Evaluate Effectiveness)	
	Exhibit 1.4.1	
	Exhibit 1.4.2	
	Exhibit 1.4.3	
	Exhibit 1.4.4	
	PIC Tool* (Provided)	
	PIC Tool* (Not provided – Narrative with explanation)	
	Admissions Spreadsheet or Table	
Supporting Evidence		
1.5	Narrative (b – Website Maintenance Process)	
	Exhibit 1.5.1	
2.1	Narrative (a – Alignment)	
	Narrative (b – Stakeholders)	

	Narrative (d – Industry Relevancy)	
	Exhibit 2.1.1	
	Proficiency scale with labels, definitions, and evaluation criteria	
<b>2.2</b>	Narrative (a – Measurement Criteria)	
	Narrative (b – Direct Measures)	
	Narrative (c – Indirect Measures)	
	Narrative (d – Data Collection and Analysis)	
	Narrative (e – Stakeholder Feedback)	
	Narrative (f – Faculty Role)	
	Narrative (g – Student Competency Progress)	
	Narrative (h – Student Competency Attainment)	
	Exhibit 2.2.1	
	Program-level competency attainment table/tool and rubric	
	Blank competency-based measurement tool(s)*	
	Blank competency-based measurement tool(s)*	
<b>2.3</b>	Narrative (a – CQI Process)	
	Narrative (d – Maintain Transparency and Accountability)	
	Exhibit 2.3.1	
	PIC Tool	
<b>3.1</b>	Narrative (a – Curriculum)	
	Narrative (b – Incorporating Industry Feedback)	
	Narrative (c – Faculty Involvement)	
	Narrative (d – Learning Principles)	
	Narrative (f – Teams and Teamwork)	
	Narrative (h – Interprofessional Experiences)	
	Exhibit 3.1.1	
	Exhibit 3.1.2	
	Exhibit 3.1.3	
	Exhibit 3.1.4	

	Blank copy of team-based feedback tool(s)	
	All syllabi	
<b>3.2</b>	Narrative (a – Design and Implementation)	
	Narrative (c – Student Support)	
	Narrative (d – Student Performance Feedback)	
	Documentation of integrative experiences	
	Rubrics	
<b>3.3</b>	Narrative (a – Measurement Criteria)	
	Narrative (b – Stakeholder Feedback)	
	Narrative (c – Faculty Role)	
	Data collection tools	
	Integrative Assessments for all students	
	Course Evaluations	
	Other assessment materials	
<b>3.4</b>	Narrative (a – CQI Process)	
	Narrative (c – CQI Efforts)	
	Narrative (d – Maintain Transparency and Accountability)	
	Exhibit 3.4.1	
	PIC Tool	
<b>4.1</b>	Narrative (b – Availability and Accessibility)	
	Narrative (c – Student Feedback)	
	Narrative (d – CQI Plan)	
	Exhibit 4.1.1	
	Tables and/or graphs	
	PIC Tool*	
<b>4.2</b>	Narrative (a – Academic Advising Services)	
	Narrative (b – Availability and Accessibility)	
	Narrative (c – Student Feedback)	
	Narrative (d – Evaluation)	

	Narrative (e – CQI Plan)	
	Tables and graphs	
	PIC Tool*	
<b>4.3</b>	Narrative (a – Career Advising Services_	
	Narrative (b – Availability and Accessibility)	
	Narrative (c – Student Feedback)	
	Narrative (d – Evaluation)	
	Narrative (e – CQI Plan)	
	Tables and graphs	
	PIC Tool*	
<b>4.4</b>	Narrative (a – Process)	
	Narrative (b – Collect and Analyze Data)	
	Narrative (c – Stakeholder Feedback)	
	Narrative (d – Evaluation)	
	Narrative (e – CQI Plan)	
	Exhibit 4.4.1	
	Exhibit 4.4.2	
	Blank sample of program’s Graduate Survey or other tools of gathering data	
	Tables and/or graphs with aggregate data	
	PIC Tool*	
<b>5.1</b>	Narrative (a – Qualification Requirements)	
	Narrative (c – Professional Development)	
	Narrative (d – Faculty Sufficiency)	
	Narrative (f – CQI Plan)	
	Exhibit 5.1.1	
	Exhibit 5.1.2	
	Exhibit 5.1.3	
	CV/Resume for all faculty	
	Links	

	PIC Tool*	
<b>5.2</b>	Narrative (a – Andragogical Plan)	
	Narrative (b – Andragogical Integration)	
	Narrative (c – Monitor and Evaluate)	
	Narrative (d – Faculty Onboarding)	
	Narrative (e – CQI Plan)	
	Exhibit 5.2.1	
	PIC Tool*	