

## Purpose

The purpose of this policy is to outline the conditions and procedures under which an entity may receive conditional accreditation from the CABOG. Conditional accreditation allows an entity to address specific deficiencies identified during the site visit while demonstrating compliance with other accreditation criteria.

## Scope

This policy applies to all entities seeking reaccreditation.

## Eligibility for Conditional Accreditation

Entities may be granted conditional accreditation if:

- The site visit team identifies deficiencies that are deemed correctable within a specified period.
- The entity demonstrates substantial compliance with the majority of the accreditation criteria.

## Conditions for Granting Conditional Accreditation

Conditional accreditation may be granted under the following conditions:

- A detailed action plan is submitted by the entity addressing how and when the deficiencies will be corrected.
- The action plan must be approved by the site visit team and the CABOG.
- The entity must agree to regular progress reports as stipulated by the site visit team and CABOG.

## Conditional Accreditation Procedures

1. **Site Visit Report:** The site visit team identifies deficiencies and recommends conditional accreditation.
2. **Action Plan Submission:** The entity submits an action plan within 30 days of receiving the site visit report.
3. **Approval of Action Plan:** The action plan is reviewed and approved by the site visit team and CABOG.
4. **Conditional Accreditation Granted:** If the action plan is approved, the entity is granted conditional accreditation for a period not exceeding 6 months.
5. **Progress Reports:** The entity submits progress reports as stipulated in the action plan.
6. **Follow-Up Visit:** A follow-up visit may be conducted if deemed necessary by the site visit team or CABOG.

## Review and Final Decision

- At the end of the conditional accreditation period, the site visit team reviews the progress made by the entity.
- A final report is submitted to the CABOG for review and decision.
- The CABOG may:
  - Grant full accreditation if all deficiencies are corrected.

- Extend conditional accreditation for an additional period if substantial progress is made.
- Deny accreditation if deficiencies are not corrected.

**Appeals**

Refer to the appeals policy.

**Documentation and Records**

All documentation related to conditional accreditation, including action plans, progress reports, and final decisions, must be maintained in the entity’s accreditation file.

**Communication**

IFSAC Administration will communicate all decisions regarding conditional accreditation to the entity in writing, including specific deficiencies, required actions, and timelines.

**Monitoring and Compliance**

The entity is responsible for adhering to the action plan and submitting timely progress reports. The site visit team and Administration will monitor compliance and provide guidance as necessary.

-----

This policy and procedure is effective as of October 5, 2024, and supersedes any previous policies and procedures related to conditional accreditation.

For questions or further information regarding this policy and procedure, please contact IFSAC Administration.