

# EQ-Arts Follow-Up Procedure for Assessment and Accreditation Reviews

## **Accreditation & Assessment Reviews**

The EQ-Arts follow-up procedure is an instrument to guarantee that recommendations and conditions which have been set in the accreditation and assessment reviews are met in an appropriate time in order to ensure the validity of the accreditation process. The procedure is designed to support the on-going enhancement of the quality culture of an institution and allows the institution to demonstrate improvement. EQ Arts has designed a template<sup>1</sup> for institutions to communicate with EQ Arts about its progress in order to minimise resources for the institution and ensure a robust, transparent process.

The EQ-Arts Accreditation and Assessment Reports list the recommendations and conditions after each review. Each condition is given a time frame within which it must be addressed and depending on the seriousness of the condition how soon it must be addressed (normally this is within 12 months). Using the template, the institution will demonstrate how it has addressed all recommendations and conditions and what impact these actions have had.

This report will be addressed to the Chair of the Accreditation/Assessment Panel who will review it with two other members of the original panel. The three will recommend whether conditions have been met or not, and if so, what measures should be taken. The institution may correct factual errors.

The Accreditation Board will decide ultimately whether to award unconditional accreditation for the remainder of the accreditation period or if other actions should be taken. This could be the demand for further documentation by the institution or on-site visit by the three panel members to gather evidence on the actions taken, leading to a second and ultimate decision by the Accreditation Board or the revocation of the accreditation no later than 18 months after the initial decision.

The institution has the right to appeal the final decision<sup>2</sup>.

The final decision will be published on the EQ-Arts website [www.eq-arts.org](http://www.eq-arts.org).

After the procedure is completed EQ Arts will ask the institution to give feedback about the follow-up process in order to enhance it and the quality of their delivery.

## **Enhancement Reviews**

Enhancement Reviews may include a follow-up procedure if it is included in the initial contract. EQ-Arts offers it as an instrument to guarantee that recommendations are addressed by the institution in an appropriate time. The procedure is designed to support

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<sup>1</sup> see EQ-Arts *Review Follow-up Procedure* on the EQ-Arts website [www.eq-arts.org](http://www.eq-arts.org)

<sup>2</sup> see EQ-Arts *Appeals and Complaints Criteria and Procedure* on the EQ-Arts website [www.eq-arts.org](http://www.eq-arts.org)

the on-going enhancement of the quality culture of an institution and allows the institution to demonstrate improvement. EQ Arts has designed a template for institutions to communicate with EQ-Arts about its progress in order to minimise time and resources for the institution and ensure a robust, transparent process.

This report will be addressed to the Chair of the Enhancement Panel who will review it with two members of the original panel. The three will comment on the progress demonstrated and actions taken.

After the procedure is completed EQ Arts will ask the institution to give feedback about the follow-up process in order to enhance it and the quality of their delivery.