

Office of Program Consultation and Accreditation
American Psychological Association
750 First Street NE
Washington, DC 20002

DATE, 2025

Dear Colleagues,

The *Accreditation Operation Procedures* (AOP) outline procedures that guide the accreditation process for programs to be accredited by the American Psychological Association (APA). Correspondent to the AOP are Implementing Regulations (IRs), which are official policy documents that “elucidate, interpret and operationally define” the CoA’s policies and procedures. IRs are divided into several different sections (A through E), which are subject to regular review and revision by the CoA. Through this iterative process, opportunities for clarification have arisen regarding IRs in Section D, which relate specifically to the AOP.

To demonstrate ongoing consistency with the SoA, the Commission requires programs that receive ten years between periodic reviews to provide an interim report five years after the beginning of the ten-year accreditation term. The CoA currently has three IRs related to interim reporting at the doctoral, doctoral internship, and postdoctoral residency: IRs D.4-8(b-d). The Commission has developed an IR related to interim reporting at the master’s level: IR D.4-8(a).

In accordance with the APA "Policies for Accreditation Governance" and U.S. Department of Education regulations for notice and comment, the CoA will make the proposed revisions available for a sixty (60) day period of public review and comment. The comment period is scheduled to begin at **5:00 pm Eastern Time on May 29, 2025 and will continue through 5:00pm Eastern Time on July 28, 2025**. Information about the proposed standards and public comment is available at <http://apps.apa.org/accredcomment/>.

To promote thoughtful discussion, the CoA is providing an electronic-based form for public comment submission. Comments and other information including users' identities will be public, while email addresses used in the registration process will be kept confidential. The CoA will consider all comments received and make appropriate revisions should they be deemed necessary prior to approval of the final versions of the IRs.

Should you have any questions or concerns, please contact the Office of Program Consultation and Accreditation at (202) 336-5979 or apaaccred@apa.org. On behalf of the CoA, thank you for your review and comments.

D.4-8 (a). Master's Interim Reporting

(Commission on Accreditation, prepared for public comment April 2025)

To demonstrate ongoing consistency with the *Standards of Accreditation for Master's Programs in Health Service Psychology* (SoA-M), programs receiving 10 years between periodic reviews must provide an interim report 5 years after the beginning of the 10-year accreditation term. In this interim report, programs must provide the following information for formal review by the CoA:

Outcome data:

Outcome data form the cornerstone of the accreditation process; thus, programs must demonstrate effective collection and presentation of data that are consistent with IR C-18 M *Outcome Data for Master's Programs* across the course of the accreditation term. To do so, programs must provide the following:

1. Proximal data: Programs must provide proximal data collected since the last site visit that demonstrate the extent to which the minimum levels of achievement (MLAs) have been met for the outcome measures identified for all discipline-specific knowledge areas (DSK), profession-wide competencies (PWCs), and program-specific competencies (if any).
2. Distal data: Programs must provide distal data collected since the last site visit that demonstrate program completers' perceptions of the extent to which program promoted mastery of the PWCs.

Substantive change reporting:

Substantive changes are defined as program/institutional changes that may alter the program's quality and/or impact the program's adherence to the SoA-M. Examples of substantive changes include but are not limited to changes in administrative and financial support, changes to the size of admitted cohorts, changes to administrative structure, changes in program/institutional policies, change in/loss of faculty positions, new emphasis areas, tracks/rotations (new, additional, eliminated), consortium partner changes, or significant curriculum modifications.

Programs must provide a report about any substantive changes that have taken place since the last site visit.

Complaint/grievance reporting:

Programs must provide a summary record of formal student complaints or grievances received by, or known to, the program against the program and/or against individuals associated with the program since the last accreditation site visit (see IR C-6 M *Record of Student Complaints in Periodic Review* for more information). This information is not to include any identifying information on students.

Review process

In accordance with the *Accreditation Operating Procedures* (AOP-M) Section 1.1, "Annual reaffirmation of a program's accredited status is based on the CoA's review of any narrative annual report information requested". The CoA will review interim report information in a manner consistent with its review of other narrative annual reports. The review process for the interim report will follow that which is outlined in IR D.4-7 (c) *Use of Narrative Annual Reports for Reaffirmation of Accredited Status and Monitoring of Individual Programs*.