

Profile of the Membership of the Survey Team

- The Team Leader must be an individual with previous experience in accreditation. For the initial and perhaps all accreditations in the first two years a specialist from another profession will lead the survey team. This will allow time for opticians to become experienced in their own accreditations.
- Each province will provide names of possible team members. These names will be screened and must be acceptable to both NACOR and CAOÉ.
- In preparation for the survey team members to become competent site evaluators and future team leaders each member must complete the Site Evaluation Course through the Association of Accrediting Agencies of Canada

Role and Responsibilities of the Survey Team

- The Survey Team receives reviews and assesses the accreditation [Phase 2](#) Program Submission.
- The Survey Team Conducts the Accreditation Site Visit
- The Survey Team drafts a preliminary assessment report for comment and forwards it to the program within established timelines. ([see report template](#))
- The program has the opportunity to respond within the appropriate timelines in order to further inform the Survey Team. All feedback is integrated into the final report and reviewed by the team prior to submitting the Final Survey Team Report to the National Board of Opticianry Accreditation