

Profile of the Membership of the National Board of Opticianry Accreditation

The Board of Accreditation consists of seven members.

- Three of the representatives are to be chosen by NACOR Board of Directors.
- Three of the representatives are to be chosen by the opticians Canadian Association of Optician Educators (CAOE) Board of Directors.
- One member will be chosen by NACOR from Industry or Opticianry at large.

Role and Responsibilities of the National Board of Opticianry Accreditation (“the Board”)

- The Board establishes and revises accreditation requirements and processes as needed.
- The Board establishes, administers and abides by protocols such as conflict of interest, confidentiality and privacy.
- The Board establishes, administers and abides by policies and/or procedures related to accreditation (e.g. disclosure, appeals).
- The Board directs administration staff to determine the eligibility of a program for accreditation after careful review of the preliminary submission of documentation.
- The Board selects a 3 person Survey Team for a specific program accreditation.
- The Board makes final decisions related to a specific program’s accreditation based on recommendations from the Survey Team.
- The Board directs the administration staff to communicate the decision results of the accreditation review to the program.
- Board refers appeals regarding process or the decision to NACOR
- The Board directs administration staff to communicate with programs regarding compliance, through written notification and electronic communication.
- The Board monitors compliance with accreditation requirements through regular communication with the educational programs.
- The Board reports to NACOR on an annual basis.

Report Reviewer

A report reviewer may be employed by the administration staff when making the initial decision on eligibility of a program or when reviewing the reports of the survey team and the recommendations. This may be necessary if, for example, a staff member is not a specialist in the professional area of the request or the report.