

ANCC Accreditation Program

8515 Georgia Avenue, Suite 404, Silver Spring, MD 20910-3492
800-284-2378, ext 5263 or 301-628-5263

(OPTIONAL) THREE-STEP APPRAISAL FORM

1. Name _____
Organization _____
Address _____
Phone Number _____ Fax Number _____
E-mail Address _____

2. We plan to apply on:

March 1_____<year> July 1_____ <year> August 1_____<year>

We plan to submit our documents for first step review of the three-step appraisal process on _____
(see timeline below)

Desk-top Review: Four – six months prior to the intended application submission date, the applicant will submit it's self-study documents for review by an ANCC appraiser. The appraiser will review the documents and provide a report that identifies areas where the appraiser has questions, areas of confusion, areas of the self-study that the applicant may want to strengthen.

3. I understand that this first step of the three-step appraisal process is nonconsultative in nature. Although not consultative in nature, this activity does help to identify items and issues that would preclude accreditation during the actual assessment.
4. I understand that I will receive feedback from the appraiser following the first step of the three-step appraisal and that I will then have the opportunity to address these issues prior to submission of the final self study document.
5. I understand that participation in this first step of the three-step appraisal process does not guarantee I will receive accreditation by the American Nurses Credentialing Center's Commission on Accreditation.

Signature _____ Date _____