

ACAHM Accreditation Commission for Acupuncture and Herbal Medicine

Policy Title: Change in Mission, Legal Status, Ownership or Form of Control Policy

Approved By: ACAHM Commission

Document History: Implementation Date: 9 June 2017

Last Updated: 11 Jan 2024

Related Commission Policies: [Glossary](#); [Notification of Change Policy](#); [Code of Conduct and Professional Ethics Guide](#); [Integrity in the Accreditation Process Policy](#); [Commission Actions Policy](#); [Accreditation Procedures](#); [Comprehensive Accreditation Standards and Criteria](#).

This policy was adapted from the Western Association of Schools and Colleges, Senior College and University Commission's *"Levels of Review for Proposed Changes in Mission, Legal Status, Ownership, or Control Policy."*

References: 34 CFR Part 602; 20 U.S. Code § 1099(b)

Responsible Official: ACAHM Director of Regulatory Affairs

Policy Summary: This policy addresses levels of Commission review for proposed changes in mission, legal status, ownership or form of control.

Background

Pursuant to the Accreditation Commission for Acupuncture and Herbal Medicine's (ACAHM or Commission) [Notification of Change Policy](#), and 34 CFR §602.22 changes in mission, legal status, ownership, and control are considered substantive and require review and prior approval by the Commission. It is the institution's responsibility and obligation to prepare and submit a completed application that documents and explains the proposed change and its anticipated effect on the accredited institution and/or program. Approval is at the discretion of the Commission. Instituting a change in mission, legal status, ownership, and/or form of control without appropriate Commission approval are subject to ACAHM's [Commission Actions Policy](#), including the possibility of termination.

Procedures for Determining the Appropriate Level of Institutional Review

Proposed changes to mission, legal status, ownership or form of control will vary in terms of complexity and Commission review procedures will depend on the magnitude of the change and ACAHM's role as the institutional or programmatic accrediting agency.

ACAHM staff shall examine the institution's application, supporting documentation and/or other facts and circumstances of a proposed change addressed herein to determine the appropriate review procedures and any associated costs to the institution. In general, staff will consider the level of complexity of the request and determine whether the initial change application and supporting documents are sufficient to conduct the review or whether supplemental information and/or an on-site review is necessary (i.e. focused site visit, comprehensive review). Staff will communicate these findings to the institution.

Initial staff findings in no way limit the Commission from any action available to it under the Commission Actions Policy.

Request for Reconsideration

An institution may request reconsideration of a determination as to the level of review to ACAHM's Executive Director within 30-days of the staff determination with a statement of reasons supporting the request. The Executive Director shall review the staff determination and institution's request for reconsideration, consult with the Commission as necessary, and issue a decision within 30-days. The Executive Director's decision is final.

Revision History

Date Revised	Summary of Revisions	Approved By
190817	Periodic Review Performed. No material revisions made.	ACAOM Executive Director
220204	adjusted terminology throughout for ACAHM name change and removal of "Oriental" term; no material revisions made	ACAHM Executive Director
240111	Reviewed; no revisions	ACAHM Executive Director