

*sponsored by the*

**American College of Surgeons [ACS] and Association of Surgical Technologists [AST]**

in collaboration with the

**COMMISSION ON ACCREDITATION OF ALLIED HEALTH EDUCATION PROGRAMS [CAAHEP]**

**ARC/STSA Program Personnel Data Form – ST – Core Instructor**

A change in Clinical Coordinator should be reported to the ARC/STSA on the program’s **subsequent Annual Report**.

Program should **not** submit an ARC/STSA Program Personnel Data Form – Clinical Coordinator and/or ARC/STSA Program Personnel Data Form – Core Instructor if the Program Director serves in these roles.

Sponsoring Institution			
Name:			
Credentials:		NBSTSA Certification #	
Employment Status:	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Part-Time	
Date of Appointment:			
Phone:		Email:	

*If **all required qualification and responsibilities** are **not met**, please submit a Plan of Action to demonstrate how the program plans to achieve compliance with Standard III.B.1.b. – Didactic Faculty responsibilities.*

**Attestations of Qualifications** (select all that apply):

- Has a minimum total of 2 years of experience in the ST scrub role or as an ST instructor or both within the last 5 years.
- Holds current CST, CSFA, or CST/CSFA (NBSTSA Certification).

**Attestation of Responsibilities** (select all that apply):

- Is responsible for directing, evaluating, and reporting student progress toward course objectives and for the periodic review and updating of course material.
- The program attests that the program has sufficient faculty resources to ensure achievement of the program’s goals and objectives for the program’s stated maximum enrollment capacity.

The Program Director acknowledges that the information above is accurate\*.

Program Director Signature

Date

(\*Please note that failure to provide accurate information, verified upon ARC/STSA request or during program review [Site Evaluation] will result in a Recommendation for Probationary Accreditation, which can lead to Withdrawal of Accreditation.)

**Please reference Standard III.B. in the CAAHEP Standards and Guidelines for documentation that must be maintained by the program to demonstrate compliance.**