

**ACCREDITATION REVIEW COUNCIL ON EDUCATION IN SURGICAL TECHNOLOGY AND SURGICAL ASSISTING [ARC/STSA]**  
*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 – SA – Medical/Surgical Director**

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

Please Note: This form **does not** require the submission of additional supporting documentation unless specifically requested by the ARC/STSA.

Sponsoring Institution		State	
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. – Medical/Surgical Director responsibilities.*

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

- Is a licensed physician
- Is certified in a surgical specialty recognized by the American Board of Medical Specialties
- Is experienced in the type of health care for which the student is being trained

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

- Provides continuous competent guidance for the clinically related program components
- Provides continuous competent guidance for clinical relationships with other educational programs
- Actively elicits the understanding and support of practicing surgeons

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 Sponsoring Institution President/CEO or their administrative designee acknowledges that the information above is accurate\*.

President/CEO or Administrative Designee 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 maintained by the program to demonstrate compliance.**