

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 Maximum Enrollment Capacity (MEC) Change

Reporting Period August 1 – July 31

A change in MEC must be reported to the ARC/STSA at info@arcstsa.org within 30-days of the change.

Sponsoring Institution			
Program ID#		Program State	

Current Approved MEC

Requested Change to MEC

Max # of Students admitted per Cohort:		Max # of Students admitted per Cohort:	
Number of Cohorts admitted within the reporting period:		Number of Cohorts admitted within the reporting period:	
Number of cohorts in clinical rotation at one time:		Number of cohorts in clinical rotation at one time:	

If more than one cohort is in clinical rotation at one time, the program must have sufficient clinical slots to accommodate the maximum number of students that could be in clinical rotation based on the program's approved MEC, regardless of current enrollment.

Max # of students in clinicals at any point in the year:		Max # of students in clinicals at any point in the year:	
Implementation Date (MM/DD/YYYY): (1 st affected cohort start date)		Total minimum # of OR scrub slots available to the program:	

- ☐ The program has a documented clinical schedule, made known to students and public, to ensure clinical experiences are fair and equitable for all students.

The Program attests to the following: (If all the above attestations are not checked, the program must submit a Plan of Action to demonstrate compliance with the Standards using the **ARC/STSA Plan of Action** form.)

- ☐ Documentation to verify sufficiency of program resources to meet Standard III.A., – Types and Amount, Standard III.B. – Faculty Resources, III.C. – Curriculum/Clinical, and Standard III.D. – Resource Assessment.

Select one of the following regarding clinical slot availability.

- ☐ Clinical Sites reported on the most recent Annual Report is current/accurate.
- ☐ Changes have occurred since the most recent Annual Report; **Clinical Affiliation Site Reporting** form included.

Submission of Documentation*:

- ☐ Maximum Enrollment Capacity (MEC) Change form
- ☐ Clinical Affiliate Reporting form, if applicable
- ☐ Plan of Action form, if applicable

*Follow bookmarking guidelines for all submissions

The Sponsoring Institution acknowledges that the information above is accurate.

Program Director Signature	Date
Dean or Administrative Designee Signature	Date