SUMMARY & PURPOSE:
Once accredited, the Certification Program must maintain appropriate documentation and remain in compliance with accrediting entity requirements.

DEFINITIONS:
None

POLICY:
SSH Certification shall identify and achieve accreditations as deemed appropriate for the certification programs. Any accredited status, once achieved, shall be maintained as determined by the Council. The certification program shall remain in compliance with all accrediting entity requirements including:
- Submission of required annual or other dues
- Submission of annual reports of other documentation as required/requested
- Respond to inquiries or other requests from the accrediting agency
- Comply with audit or other procedures as determined by the accrediting agency
- Submit information related to material or other significant changes in the certification programs

SCOPE/APPLICABILITY:
This shall apply to all certification programs activities that are accredited to remain in compliance and good standing with the accrediting body(s).

PROCEDURES TO ENSURE COMPLIANCE:
- Staff shall ensure that all documentation is maintained as required through the year
- Staff shall ensure that all required documentation or communication with the accrediting body is completed in the timelines mandated or requested
- Staff shall be available and shall communicate in an appropriate manner with accrediting entities
- Council and Council leadership shall be available and included as appropriate

SUPPORTING/REFERENCE DOCUMENTATION:
- None

RELATED POLICIES & PROCEDURES AND ASSOCIATED FORMS:
- None

ASSOCIATED NCCA STANDARD(S):
- 24, 24A, 24B, 24C

POSTED PUBLICLY: YES/NO