

AMERICAN NURSES CREDENTIALING CENTER (ANCC) COMMISSIONS PROFILE

COMMISSION NAME	The Commission on Accreditation in Practice Transition Programs (COA-PTP)
FOR A TERM BEGINNING	January 1, 2020 Note: There will be an on-site orientation on October 29-30, 2019.
AUTHORITY ESTABLISHED BY AND ACCOUNTABLE TO:	ANCC Board of Directors as outlined in the ANCC Bylaws
TOTAL NUMBER OF MEMBERS	Shall consist of no fewer than nine members appointed by the ANCC Board.
PURPOSE	Shall govern ANCC's Practice Transition Accreditation Program® (PTAP) and Nursing Skills Competency Program (NSCP) activities.
RESPONSIBILITIES	<ol style="list-style-type: none"> 1. Provide strategic direction for and including: <ol style="list-style-type: none"> A. Nursing Skills Competency Program: program credential; skills-based competency courses B. Practice Transition Accreditation Program: program credential; RN Residency/RN or APRN Fellowship programs 2. Approve accreditation criteria based on standards established by ANCC and research; 3. Make final decisions regarding the awarding of Accreditation following evaluation of evidence collected by PTAP and NSCP appraisers; and 4. Oversee the appeals process for the program.
COMPOSITION	<p>COA-PTP members are chosen based on the needs of the COA-PTP and are selected from the following ANCC Accredited programs:</p> <p>Denotes specific member type or composition required in this call.</p> <ul style="list-style-type: none"> • Registered Nurse with expertise in program evaluation • Program Director from an ANCC accredited RN Residency • Registered Nurse with International experience • *Nationally recognized Advanced Practice Nurse with a background in academia and practice • Program Director from an ANCC accredited APRN Fellowship • Program Director from an ANCC accredited non-acute care setting • Chief Nursing Officer from an ANCC accredited program • Representative from a medical or pharmacy residency program (non-nurse) • Emerging leader – former graduate of a RN/APRN transition to practice program – 2-year term • *Vice President or Director of Advance Practice Providers – must hold a nursing license.
REQUIREMENTS	<ol style="list-style-type: none"> 1. Nursing roles require a minimum of bachelor's or higher degree in nursing. 2. Full membership is defined as a membership of an ANA constituent/state nurses or ANA direct members. Go to https://www.nursingworld.org/membership/joinANA/ for ANA membership information. This requirement is waived for the non-nurse and international members; 3. No person shall serve concurrently on two of the following program units: Commission on Accreditation in Nursing Continuing Professional Development, Commission on Accreditation in Practice Transition Programs, Commission on Board Certification, Commission on Magnet®, and Commission on Pathway to Excellence®. 4. No person shall serve concurrently as a commissioner and an appraiser in the same program unit.
TERM OF OFFICE	<ol style="list-style-type: none"> 1. A portion of each Commission shall be appointed annually to serve for four years or until successors are seated, unless otherwise stated in these bylaws.

TERM LIMIT	<ol style="list-style-type: none"> 1. No member may serve more than two consecutive terms or eight consecutive years. 2. A member who has served more than one-half term shall be considered to have served a full term.
TIME COMMITMENT	<p>Regular meetings of the COA -PTP shall be held at least annually at a time and place determined by the Chairperson and special meetings may be called by the Chair or upon request of a majority of the members. Currently the COA-PTP members:</p> <ol style="list-style-type: none"> 1. Meet in person annually for three days. 2. Review evidence collected by PTAP and NSCP appraisers as documented on a Final Report and validate adherence to accreditation criteria (estimated 30 minutes – 4 hours per application based on type of accreditation decision and overall compliance of applicant with criteria). Applications are received on a rolling calendar basis. Validation of adherence to criteria is documented on a COA motion form. 3. Participate in one conference call monthly (average 90 minutes). Voting decisions are made during the monthly conference call and Commissioners are expected to review decision documentation prior to call. 4. Accept individual, sub-committee, or task force responsibilities as assigned by the chairperson. Members may also be asked to represent the ANCC by attending meetings of other units to present reports. 5. Become and remain knowledgeable about accreditation criteria, policies, procedures, and the review process. 6. New Commissioners are strongly encouraged to attend a two half-day onsite orientation at the ANCC headquarters in Silver Spring, MD on October 29-30, 2019.
EXPENSES	Expenses for meetings are reimbursed by the American Nurses Credentialing Center; however, no honoraria are paid.
CONFLICT OF INTEREST/INTELLECTUAL PROPERTY FORMS	Please note that successful candidates will be expected to sign conflict of interest disclosure forms and other agreements that protect ANCC intellectual property.
REMOVAL	A Commissioner may be removed with or without cause at any time by a majority vote of the Commission on which they serve.
VACANCIES	<ol style="list-style-type: none"> 1. Absence from two consecutive meetings may be cause for declaring a vacancy in the position. Such vacancy shall be determined by a majority vote of the appointing body. 2. A vacancy shall be filled for the balance of the unexpired term by the body specified for the original appointment/election.
QUESTIONS?	If you have any questions regarding the role and responsibilities of Commission members, please contact Sheri Cosme, DNP, RN-BC, Director, Practice Transition Accreditation Program® (PTAP) and Nursing Skills Competency Program at Sheryl.Cosme@ana.org or 301-628-5377.

* Documentation/policy codifying the ANCC Units is the *ANCC Bylaws*, revised 2018-11-05, unless otherwise indicated. (Revised 4/17/19)