



## COMMITTEE ON APPROVAL PROCEDURAL GUIDELINES

### TRANSITION TO ALTERNATE ROUTE COURSE APPROVAL: NEW STANDARDS

EFFECTIVE: April 6, 2019

#### I. Policies Governing Transition to New Alternate Route Standards

1. Upon ratification of the new ADTA Standards for Educational and Clinical Training, alternate route courses applying for approval should move toward compliance with the new standards. Expeditious use of the new ADTA Standards for Education and Clinical Training is highly encouraged and will facilitate the course approval process.
2. The ADTA Subcommittee for Approval of Alternate Route Courses (SAARC) will be responsible for regulating compliance with new standards. To that end, all previously approved alternate route courses will need to revise course materials and resubmit an application for alternate route course approval using new standards in order to continue using the "ADTA Approved" designation.
3. Over a span of five (5) years, by January 1, 2025, all alternate route courses will be in compliance with new ADTA Standards for Education and Clinical Training Section I-B: Alternate Route Education Input Based Standards and Section II: Core Curriculum and Competencies.

#### II. Policies Governing Course Revision for Alternate Route Courses

##### 1. Timeline of Implementation

- a. *Brand New Courses*: The ADTA Subcommittee for Approval of Alternate Route Courses (SAARC) will expect all applications for *new* alternate route courses to be submitted in compliance with new standards effective October 15, 2019.
- b. *Previously Approved Courses*: Starting in 2020, *previously* approved alternate route courses that are still actively being taught must be revised to reflect the new standards. This will take place over a five (5) year period, allowing the

SAARC members to systematically and comprehensively review all courses for compliance with new standards.

- c. *Deadlines*: The timeline for course revision is based on the initial date of approval for the course.
  - i. Over a five (5) year period, all Alternate Route Educators of previously approved courses will receive notification from the ADTA National Office informing them of the deadline for submission of an approval application and accompanying documentation. All approval applications are expected to be submitted following new SAARC approval guidelines.
  - ii. Applications for approval must be accompanied by revised course syllabi that reflect compliance with new alternate route standards, as well as the submission of requested supporting documents, including but not limited to the educator's curriculum vitae.
  - iii. Deadlines for alternate route course approval applications are listed below, starting with the oldest approved courses first.
    - 1. Courses approved in 2010 or earlier will be due for revisionary approval by December 31, 2020.
    - 2. Courses approved in 2011 and 2012 will be due for revisionary approval by December 31, 2021.
    - 3. Courses approved in 2013 and 2014 will be due for revisionary approval by December 31, 2022.
    - 4. Courses approved in 2015 and 2016 will be due for revisionary approval by December 31, 2023.
    - 5. Courses approved in 2017, 2018 and those approved in 2019 using the old standards will be due for revisionary approval by October 15, 2024.
- d. Educators of alternate route courses may opt to submit for reapproval *prior* to the deadlines listed above.
- e. Any approved alternate route courses that have not submitted their application for revisionary approval by October 15, 2024 will lose their ADTA Approval status

at that time and will be removed from the list of ADTA approved alternate route courses.

### **III. Subcommittee Procedures for Review of Alternate Route Revised Courses**

1. In the spring of 2019, the Alternate Route Approval application and guidelines for submission will be revised by SAARC to address the regulation of new standards and subsequently disseminated to the Alternate Route Educators.
2. Prior to October 15, 2019, the members of SAARC will develop and subsequently implement new review templates and rubrics that have been revised to reflect the new standards.
3. The Chair of SAARC will electronically receive applications for approval per the usual procedure as defined in the ADTA Committee on Approval Procedural Guidelines.
4. Upon receipt and review of an application for approval by the SAARC reviewers, the SAARC Chair reserves the right to request more information or clarification from educators as needed in order to assess compliance with new standards.
5. Per the standard procedures, SAARC members who are affiliated with an alternate route course must recused themselves from the course review panel. This must be taken into consideration carefully when delegating large batches of courses for review.
6. Communication regarding course approval would then follow the regular alternate route course approval procedures as outlined in Section C. Course Review and Approval Procedure found in the ADTA Committee on Approval Procedural Guidelines.
7. By January 1, 2025, the SAARC Chair, in conjunction with the Chair of the COA and the ADTA National Office, will compile a list of alternate route courses that have demonstrated compliance with new alternate route education and clinical training standards and met approval. This full roster of approved courses will then be offered for publication to the membership.