



ACCREDITING BUREAU OF HEALTH EDUCATION SCHOOLS  
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## ABHES BULLETIN

To: ABHES-Accredited Institutions and Programs  
From: Carol Moneymaker, Executive Director  
Date: May 23, 2013  
Subject: ABHES Needs Your Help!

As ABHES begins considering its site visit schedule for 2014, we realize the number of programmatic visits, particularly in the field of medical assisting, will reach an all time high. It is essential that ABHES secure the names of employed practitioners so that necessary information can be obtained and training completed this year to assure effective site visit reviews. As a recognized institutional and programmatic accreditor, the U.S. Department of Education requires a practitioner on each programmatic site visit conducted by ABHES.

If you offer a program in one of the three fields ABHES accredits programmatically (**medical assisting, medical laboratory technology, and surgical technology**), we implore you to submit at least one name, including contact information, to ABHES by **July 1, 2013**. Examples of where possible practitioner candidates may be obtained are through (i) clinical site affiliations, (ii) employers of graduates, and (iii) advisory committees. **A practitioner is defined by ABHES as:**

*Must be currently or recently directly engaged in a significant manner as a healthcare related specialist in a field for which ABHES is recognized as a programmatic accreditor by the Secretary of the U.S. Department of Education.*

**For example, a medical assisting instructor does not qualify as a practitioner.**

As an ABHES-accredited institution or program that has and will continue to undergo evaluations by ABHES, it is essential you participate in this part of the accreditation process. Please visit [www.abhes.org](http://www.abhes.org), *Evaluator* link, to learn more about the minimum qualifications and training requirements to serve as a program specialist.

**Please share this bulletin with your program director(s) and faculty who can in turn provide the website link above to working practitioners** whom they believe may be interested and qualified to serve ABHES as a program specialist in one of the three fields identified above. Expense reimbursement and a small honorarium are provided and participating on an ABHES evaluation team is an invaluable experience!

We look forward to the receipt of the name and contact information of at least one practitioner whom you believe will be qualified and successful in serving ABHES as an evaluator. Please submit this information to [evaluator@abhес.org](mailto:evaluator@abhес.org) by no later than **July 1, 2013**, and we hope that you will continue to submit additional recommendations in the future.