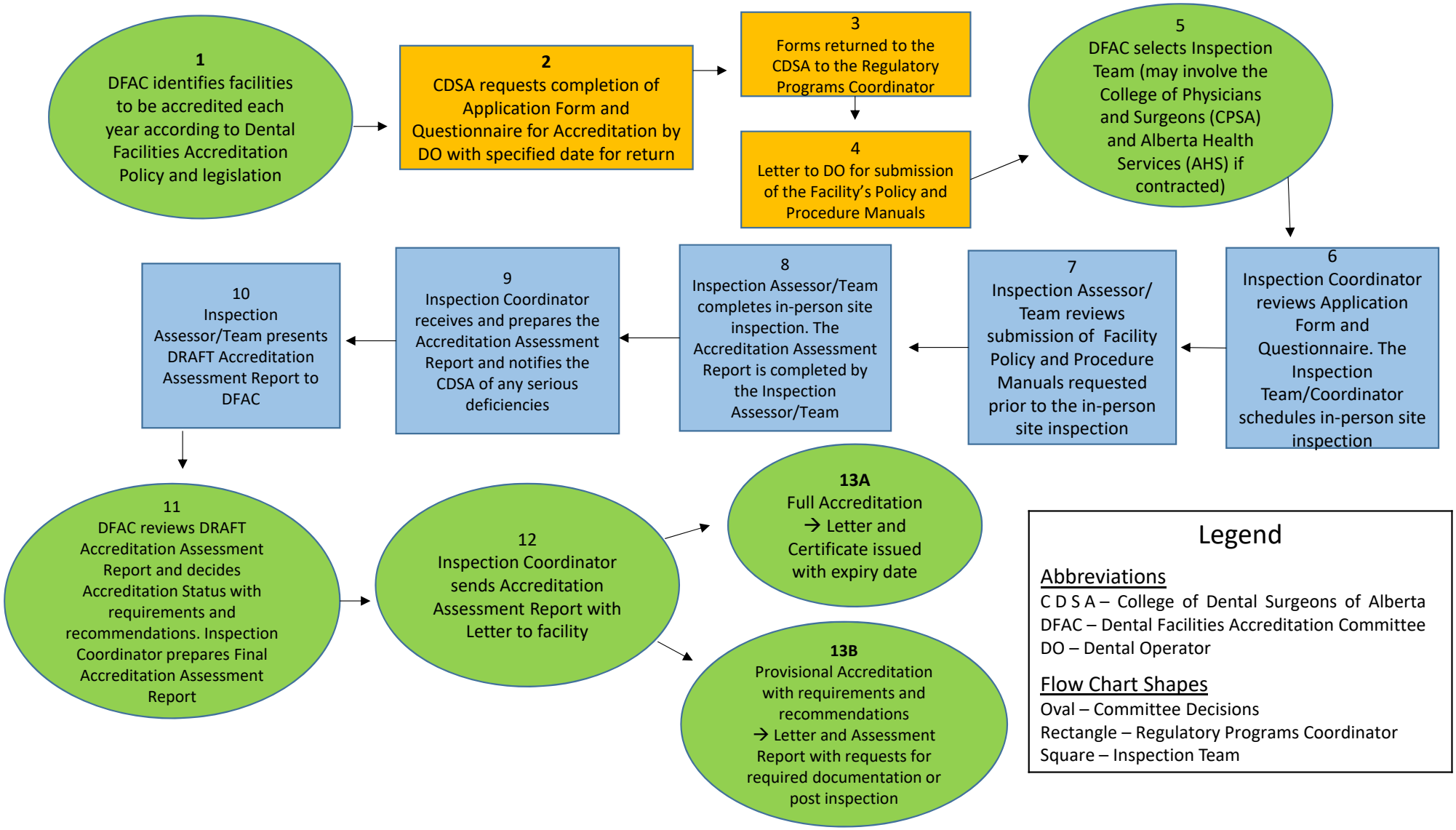
1
DFAC identifies facilities to be accredited each year according to Dental Facilities Accreditation Policy and legislation
2
CDSA requests completion of Application Form and Questionnaire for Accreditation by DO with specified date for return
3
Forms returned to the CDSA to the Regulatory Programs Coordinator
4
Letter to DO for submission of the Facility's Policy and Procedure Manuals
5
DFAC selects Inspection Team (may involve the College of Physicians and Surgeons (CPSA) and Alberta Health Services (AHS) if contracted)
6
Inspection Coordinator reviews Application Form and Questionnaire. The Inspection Team/Coordinator schedules in-person site inspection
7
Inspection Assessor/ Team reviews submission of Facility Policy and Procedure Manuals requested prior to the in-person site inspection
8
Inspection Assessor/Team completes in-person site inspection. The Accreditation Assessment Report is completed by the Inspection Assessor/Team
9
Inspection Coordinator receives and prepares the Accreditation Assessment Report and notifies the CDSA of any serious deficiencies
10
Inspection Assessor/Team presents DRAFT Accreditation Assessment Report to DFAC
11
DFAC reviews DRAFT Accreditation Assessment Report and decides Accreditation Status with requirements and recommendations. Inspection Coordinator prepares Final Accreditation Assessment Report
12
Inspection Coordinator sends Accreditation Assessment Report with Letter to facility
13A
Full Accreditation
→ Letter and Certificate issued with expiry date
13B
Provisional Accreditation with requirements and recommendations
→ Letter and Assessment Report with requests for required documentation or post inspection
Legend
Abbreviations
C D S A – College of Dental Surgeons of Alberta
DFAC – Dental Facilities Accreditation Committee
DO – Dental Operator
Flow Chart Shapes
Oval – Committee Decisions
Rectangle – Regulatory Programs Coordinator
Square – Inspection Team