



EUFAC

EMERGENCY ULTRASOUND
FELLOWSHIP ACCREDITATION COUNCIL

Policy Title: Accreditation Fees Policy
Policy Number: EUFAC – AC 1.1
Effective Date: 09/12/2022
Purpose: Outline types of fees charged for accreditation

Policy

The EUFAC charges fees to defray the costs of accreditation. These fees are annually determined by the EUFAC. Accreditation Application and Annual Accreditation Fee changes are posted on the EUFAC website and announced to actively accredited programs and all changes will take effect 3-month after announcement date.

Procedure

1. Accreditation Application Fee

A non-refundable fee is charged for processing applications of programs seeking initial accreditation or re-accreditation. This fee is assessed upon completion of the accreditation application form.

2. Annual Accreditation Fee

The EUFAC shall charge a yearly accreditation fee to all accredited programs starting on the date accreditation is granted and yearly on this approval date throughout the accreditation cycle thereafter. This fee covers all the costs associated with continuing accreditation, including but not limited to the following services:

- a) Maintenance of accreditation application system
- b) collection, preparation, and distribution of data
- c) review of program materials
- d) surveys and operative log processing and reporting
- e) selecting, organizing, and convening community feedback or program input
- f) notification of accreditation decisions
- g) associated regulatory activities

3. Appeal Fee

In the event of an appeal of an adverse action, an appeal fee shall be assessed. In addition, the appellant and the EUFAC shall equally share the following costs associated with the appeal, if applicable:

- a) cost of appeals process reporter
- b) actual expenses for travel, meals, and hotel for the appeals panel and the EUFAC representative(s) or designee
- c) associated costs related to the appeals process

4. Site Visit Fee

- a) A site visit should be a rare event that occurs only at the end of any process to determine outcomes of actions taken by EUFAC regarding a program (e.g., review for loss of accreditation).
- b) The purpose of a site visit is to resolve any issues that have not been resolved using other processes (e.g., solicitation of written comments).
- c) Should a program require a site visit at any point, the EUFAC may charge a fee to cover all costs of the site visit.
- d) In the event that a program elects to not cover these costs, the site visit may not occur and the program may lose accreditation status.
- e) This fee is assessed immediately after the site visit, and before any determination by the EUFAC. A site visit will only occur after the program agrees to pay the proposed fee.

5. Canceled or Postponed Site Visit Fee

Should a program cancel or postpone a scheduled site visit, the EUFAC may charge a cancellation fee. This fee may be charged at the discretion of the EUFAC Chair.

6. Due Date

Fees are payable within 45 days of receipt of invoice unless otherwise noted.