

CAMPEP Graduate Programs

Program Director's Breakfast

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Chair Graduate Education Program Review Committee

CAMPEP Graduate Programs

- Traditional Graduate Programs : Masters and PhD degree programs
 - Must be housed in a traditional University structure (nationally accredited)
 - For example: A private practice Radiation Oncology practice would not be able to implement a CAMPEP graduate program.
- Certificate Programs
 - Provides a focused didactic experience in Medical Physics for students with a **PhD** in Physics or related discipline.
 - Six didactic courses
 - Must be affiliated with a CAMPEP Graduate or Residency Program
- Professional Doctorate in Medical Physics (DMP)
 - Integrated graduate and clinical training (residency) program.

- MS and PhD Programs: 62 Programs
 - 4 new programs in 2024 (3 in review)
 - Expected one closure
- Certificate Programs: 32
- DMP Programs: 4

Graduate Program Administration

- About 50% are housed in an academic department
(Physics, Biomedical Engineering, etc)
- About 50% are housed in a clinical department
(most commonly Radiation Oncology)
- A single Program Director must be designated for the graduate program.
 - May include graduate and certificate programs
 - Institutions may designate Associate/Assistant Program Directors to assist in administering different programs (i.e. Graduate and Certificate), but CAMPEP will communicate only with the Program Director.

Application Process

- Graduate Program Self Studies are submitted on-line
 - CAMPEP.MyMOCAM.com
- MOCAM Software
 - Permits the entire self-study to be uploaded section by section.
 - Text is directly entered into responses to address each Graduate Standard
 - Program Directors may need administrative assistance with uploading some of these items and in particular with Tables, etc. (pdf uploads may be preferable)
- Payment Process
 - Review of applications is not initiated until payment is in place.
 - Payment is may be readily accomplished via Credit Card
 - Payment may be made via checks etc. by coordinating with CAMPEP
 - Jackie Ogburn <Jackie@campep.org>

Accreditation Cycles

- Programs are typically accredited for a 5-year period
- New programs receive initial accreditation for 3-years – extendable to 2 years.
- Site Visits
 - On-site visit required for initial accreditation
 - Required every other reaccreditation period (i.e. every 10 years)

Review Process

- Pre-Review for completeness and appropriateness by GEPRC Chair
- Reviewers are assigned
- Initial review by Reviewers
 - Generate a draft report
 - May request additional information from the Program Director
- Recommendation for Site Visit (if required by cycle)
- Site Visits
 - Typically 1.5 days on site
 - Usually scheduled for beginning or ending of work week.
 - Meet with PD, Administrative Assistants that coordinate program, Department Administration (Chair), Relevant Deans (College and/or Graduate School), faculty, students.
 - Tour of facilities: Educational (Classrooms, student areas),
 - Research and clinical facilities available to students:
 - Research (labs), Clinical (Radiation Oncology, Imaging)

Comments on Site Visits

- Typically include 2 reviewers
 - 1 – primary specialization in Radiation Oncology Physics
 - 1 – primary specialization in Imaging Physics
- Generally will request some suggestions for local accommodations
 - Expenses will be paid by CAMPEP
- Should not plan for after hours meetings/dinner with the reviewers and faculty. Could be perceived as a Conflict of Interest
- Working lunches are acceptable – and commonly provided to students as well a discussion forum between the reviewers and students.

Post-Site Visit

- Evaluators will out-brief with Program Director and team
 - Review observations and expected recommendations
 - May request some additional materials
 - i.e. Course outlines, Steering Committee Minutes, Faculty biosketches, etc.
- Preparation of Final Report (4 weeks)
- GEPRC Vote (2 weeks)
- CAMPEP Board Vote (2 weeks)
- Notification to Program Director & Awarding of Accreditation
 - ~ 2 months following site visit

Possible Outcomes

- Full Accreditation & Reaccreditation
 - 3yr (Initial – extendable to 5 year based on Annual Reports)
 - 5 yr
 - Accreditation for intermediate time periods
- Reaccreditation
- Provisional Accreditation
- Accreditation Denied

Program Evaluation Reports

- Almost always include Recommendations to the program
 - These are intended to improve program quality and ensure compliance with graduate standards.
 - Not “Required”
 - Should be addressed in Annual Reports
 - Will be reviewed by reviewers for the next reaccreditation to see how they have been addressed.
- Requirements
 - Are items of Non-Compliance
 - Must be addressed
 - Will result in Public Disclosure Posting if not addressed
 - If significant enough could result in Denial of Accreditation
 - Usually are required to be addressed in 90 days

Annual Reports

- Provide annual updates on Program Statistics
- Include statistics on student acceptance and graduation rates, destinations of graduates etc.
- Time frames:
 - Cover July 1 – June 30
 - Submission – Fall of each year

GEPRC : Review Committee Observations &
Items to be aware of during Reaccreditation
Submissions and Reviews

Submissions via MOCAM

- Tables are occasionally difficult to upload correctly
- May alternately be uploaded as a pdf file
- Each Standard should be addressed
 - Provide a narrative describing how the standard is met with applicable procedures, policies, etc.
 - Stating that the standard is met is not an acceptable response.
- Incomplete submissions will be returned to the Program Director resulting in increased length of review.

Graduate Standard 3.1

Students admitted to graduate programs shall have a strong foundation in basic physics

- Evaluated by the Program Director as part of the admissions process
- Demonstrated by;
 - Graduate or Undergraduate degree in Physics
 - Graduate or Undergraduate degree in Engineering or Physical Science, and coursework equivalent to a Minor in Physics

Minor in Physics

Satisfied the requirements of a Minor in Physics at your Institution

Three upper level courses that would be required for a Physics major

- Conditional Admissions:
 - Permitted
 - Intent is to have any make-up courses completed early in the academic program

Graduate Standard 7.8

Graduate students shall engage in research projects.....

- A research experience shall be included as part of the graduate program
- Should be well documented and ensure that it is included for all students.
- Is not required to be a “Thesis”
- Ensure that all pathways include a research experience

Graduate Standard 8: Core Graduate Curriculum

- Depth and Breadth of Curriculum
- Breadth : Specified & evaluated based on the subject areas identified by each standard.
- Depth:
 - Evaluated by Reviewer each accreditation cycle
 - Length of overall program (typical program length/credit hours are indicated)
 - Discussions with faculty and students during site visits
 - Evaluated on course materials submitted (Homework and Exams)
 - All courses should be at the Graduate Level

Graduate Standard 8.5

Medical Anatomy & Physiologic Processes

- Standard was updated several years ago.
- Continue to see programs that have not updated their curriculum to this standard.
- This will now result in a Non-Compliant Finding and a Requirement of a Public Disclosure of Non-Compliance if not resolved
- Does not require a dedicated course to cover all subject areas of the standard, but all must be documented with appropriate course materials.

Graduate Standard 8.7

Professionalism and Ethics

- Not a requirement for Certificate Programs
- Topics should be introduced in Graduate Programs
- Required in Residency Programs

- Graduate Programs sometimes addressed through;
 - Within a course, or courses
 - Seminar topics
 - Individual study and computer based modules

- Be sure to document the materials covered
- Document appropriate coverage for all students

Certificate Program

- Certificates may only be granted to individual having earned a PhD.
- Policy Change: Certificate Program coursework may be taken concurrently with enrollment in PhD program.
- The Certificate may not be conferred until the PhD degree is completed