

**Department of Social Work Accreditation (DOSWA)**

*Baccalaureate and Master’s Social Work Program Accreditation*

**2015 and 2022 EPAS**

**Resource | Reaffirmation Site Visit Report Checklist**

# Directions

This checklist is an optional, yet recommended tool for reaffirmation site visitors. Visitors can use this prior to submitting a site visit report to the program’s accreditation specialist to ensure formatting and content expectations are met. The requirements below apply to both the 2015 and 2022 EPAS reports, unless otherwise noted.

| Report Formatting: | |
| --- | --- |
|  | File type: Microsoft Word Document |
|  | One single continuous document; not submitted as multiple attachments |
|  | All visit information fields are completed |
|  | For each standard, the report follows the format:   * Insert full text of standard * Insert full text of instructions from LOI (Letter of Instruction) for that standard * Summarized findings from discussions with the program about that standard |
|  | Uses objective language and does not provide feedback/advice, nor recommend a decision |
|  | Does not include any supplemental materials provided by the program to the visitor |
|  | Does not refer to self-study or other supplemental materials provided by the program to the visitor |
|  | Formatting is consistent and easy to follow (e.g., fonts, spacing) |
|  | Ready for submission to the program’s accreditation specialist, on or before the due date (2-weeks after the visit concluded) |
| **Report Content:** | |
|  | The report is in alignment with relevant accreditation standards and related interpretations (2015 or 2022 EPAS) |
|  | The report does not include language that isn’t linked to an accreditation standard included in the LOI |
|  | The report is specific to the program and program level being visited |
|  | **2022 EPAS:**  The report includes all five general standards **(AS 1.0, AS 2.0, AS 3.0, AS 4.0, AS 5.0)**  **2015 EPAS:**  The report includes the three required general standards **(AS 1.0, AS 3.0, and AS 4.0)** |
|  | The report includes the general questions asked by the visitor from the [General Questions Bank](https://www.cswe.org/accreditation/accreditation-volunteer-information/site-visit-information/) |
|  | The report includes stakeholder feedback to the general questions by summarizing the discussion and any factual observations by the visitor |
|  | The report includes each specific standard listed on the program’s LOI |
|  | The report includes the clarification provided by the program for each specific standard listed on the program’s LOI by summarizing the discussion |