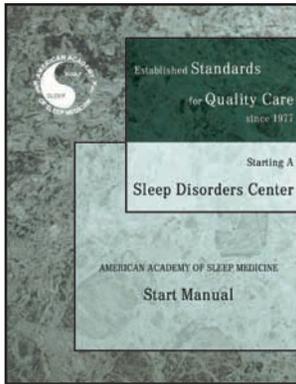


Accreditation Reference Manual
Item #9010



Starting a Sleep Disorders Center Manual
Item #9001



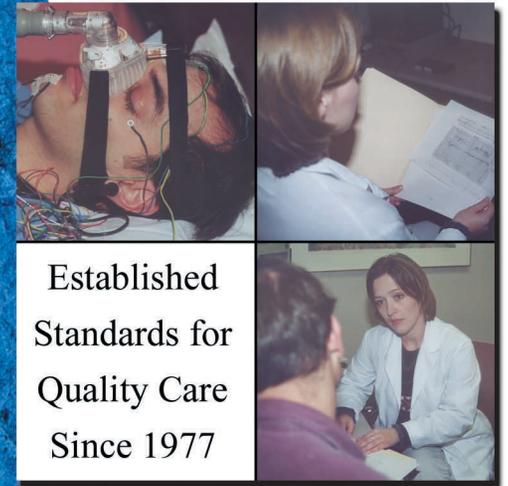
Center Accreditation/Reaccreditation - Item #9002
Lab Accreditation/Reaccreditation - Item #9006



American Academy of Sleep Medicine
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American Academy of Sleep Medicine

ACCREDITATION



Established
Standards for
Quality Care
Since 1977



WHAT IS ACCREDITATION?

Accreditation is the process a sleep program voluntarily undergoes to demonstrate that it has met all requirements developed by the American Academy of Sleep Medicine (AASM). The AASM is a professional medical association representing practitioners of sleep medicine and sleep research, dedicated to the assurance of quality care for patients with sleep disorders, advancement of sleep research, and public and professional education.

WHY STRIVE FOR AASM ACCREDITATION?

AASM accreditation continues to be the gold standard for sleep programs. The American Academy of Sleep Medicine is the pioneer in the area of sleep center accreditation and sets high standards that translate into quality patient care. This is reflected in the fact that in many states, third party payers require that sleep studies be performed at an AASM accredited facility for reimbursement. The Standards for Accreditation and the guidelines incorporated in them were developed by sleep specialists whose knowledge enables them to tailor the requirements for the unique evaluation of sleep disorders patients. The requirements are continuously reviewed and updated to ensure that the latest advances in sleep medicine are incorporated into patient evaluation and treatment planning. The Standards are designed to guarantee quality and meet the various needs of referring physicians and patients. Some of the AASM requirements and objectives include:

- Confidence that the highest quality of care is being demonstrated and the most skilled physicians are caring for patients.
- Clean, comfortable patient environment where dignity and safety are upheld.
- Highest quality of care maintained at all times, through adherence to evidence based practice parameters.
- Assurance of a knowledgeable, trained staff.
- Requirement of the presence of a Diplomate of the American Board of Sleep Medicine, reviewing all sleep studies conducted at the facility.
- Quality Assurance plan in place for all aspects of the sleep program.

- Staff that is required to continually update their knowledge of sleep medicine by taking part in professional activities which allow them to earn Continuing Medical Education (or equivalent for technical staff) credits.
- Relationship with appropriate clinical specialties.
- Education in the local medical and lay communities about sleep and sleep disorders.
- Presence among the minority of sleep programs nationally that comply with the high standards of care required by the AASM.

WHAT IS THE PROCESS FOR ACCREDITATION?

Programs seeking AASM accreditation must purchase an application package from the AASM national office. The application includes a self-assessment checklist that indicates general compliance with all of the Standards for Accreditation. Additional appendices request individual information from the program. After completing the application, it is sent to the national office and reviewed by a member of the Accreditation Committee. If the application indicates substantial compliance with the current Standards for Accreditation, the program will be approved for a site visit. In some cases, additional information may be requested before site visit approval. The national office will schedule a site visit within a few months. All site visitors are trained and they are Diplomates of the American Board of Sleep Medicine. Programs undergoing first time accreditation will have site visitors observe the evening operation of the laboratory and on the subsequent morning, they will conduct interviews and review daytime operations. Programs seeking reaccreditation will only have a half-day site visit. The site visitors will provide a general overview of the strengths and weaknesses of the facility at the completion of the visit. Accredited facilities must maintain their accreditation through regular review by the AASM, continually maintaining performance that meets or exceeds the Standards.

HOW IS ACCREDITATION GRANTED?

Following the site visit, the visitors generate a report with their recommendation concerning accreditation

and submit it to the national office. The site visit report is then sent to the Accreditation Committee for review and recommendation. The recommendations of the committee are sent to the AASM Board of Directors. The Board is responsible for granting accreditation. The program will receive notice of their accreditation status from the Board of Directors in about 4-8 weeks. The facility then enters a five-year cycle of accreditation to demonstrate continuing maintenance with changing performance Standards as the latest advances are incorporated. The reaccreditation process is similar to that undertaken for initial accreditation.

WHAT ARE THE BENEFITS OF ACCREDITATION?

AASM accreditation reflects quality and excellence in sleep disorders medicine and is recognized nationally by patients and physicians. In addition, only AASM accredited sleep programs may become facility members of the AASM. Annual membership provides many benefits including discounted personalized brochures, directory listings, reduced reaccreditation fees, subscription to the journal SLEEP, rapid e-mail notices of important changes in sleep medicine, subscription to the AASM Bulletin, AASM website link and more.

WHO CONSIDERS ACCREDITATION?

Facilities wishing to assure and attest to excellence in the provision of comprehensive clinical sleep diagnostic evaluations and treatment recommendations, for themselves, their host institutions, and their medical and lay communities may pursue accreditation by the AASM. In certain parts of the nation, AASM accreditation is required for payment of services, as well.

WHERE IS MORE INFORMATION AVAILABLE?

For information regarding accreditation by the American Academy of Sleep Medicine, you can contact the Accreditation Coordinator at the national office. Assistance with the process is available from the national office of the AASM and they can help answer any questions. Also, information is available on the website www.aasmnet.org.