



COMMISSION ON OSTEOPATHIC COLLEGE ACCREDITATION

HYBRID SITE VISIT POLICY

This policy applies to comprehensive site visits conducted by the COCA where allowed by U.S. Department of Education rules. It will be implemented starting with the Fall 2022 site visits and reviewed by the CCAT and the COCA once feedback has been gathered from the site teams and COMs participating in those visits.

On a hybrid site visit, the following site team members will participate **in person**:

- team chair
- clinical site evaluator
- team secretary

Meetings on the site visit agenda in which only the in-person site team members are participating, such as the team chair's interviews with COM and institutional administrative leadership and the clinical site evaluator's clinical rotation sites within driving distance of the COM, will be held in person at the COM.

The following site team members will participate **virtually** via Zoom:

- preclinical site evaluator
- student affairs site evaluator

However, based on the self-study and other materials provided by the COM, the team chair and the COCA secretary may determine that the preclinical and/or student affairs evaluators participate in person.

Meetings on the site visit agenda in which only virtual site team members are participating will be held virtually, with the COM staff participating via Zoom either on an individual basis or by gathering in a Zoom-capable conference room at the COM. It is expected that all participants, including students, will participate with both audio and video.

For those meetings on the site visit agenda where one or more of the virtual site team members **and** one or more of the in-person site team members are participating, COCA staff will work with the COM to conduct the meeting on a hybrid basis. This includes holding the in-person part of the meeting in a Zoom-capable conference room at the COM that allows the virtual site evaluator(s) to observe and participate in the meeting.

The following policies apply to specific hybrid agenda items:

- **Facilities tour**—the COCA staff will work with the COM in advance to plan the facilities tour to allow the virtual site team members to participate via Zoom in a way that allows them to view the facilities and ask questions of the COM staff conducting the tour. For example, this may be done by having the team secretary or COM staff carry a device connected to the Zoom meeting during the tour so that the COM staff conducting the tour can see and be seen by the virtual site visit members while they observe and participate in the tour.

- **Student and faculty meetings**—COCA staff will work with the COM in advance to plan the student and faculty meetings to allow virtual site team members to participate via Zoom in a way that allows them to view and be viewed by the students/faculty and ask questions of the students/faculty during the meeting. This may be done by holding the in-person component of the meeting in a Zoom-capable lecture hall, for example.

This hybrid model will be used as a trial for four site visits in the fall of 2022. The decision to proceed beyond that will be made by the COCA based on evaluations of the site visitors, COCA staff, and the COMs.