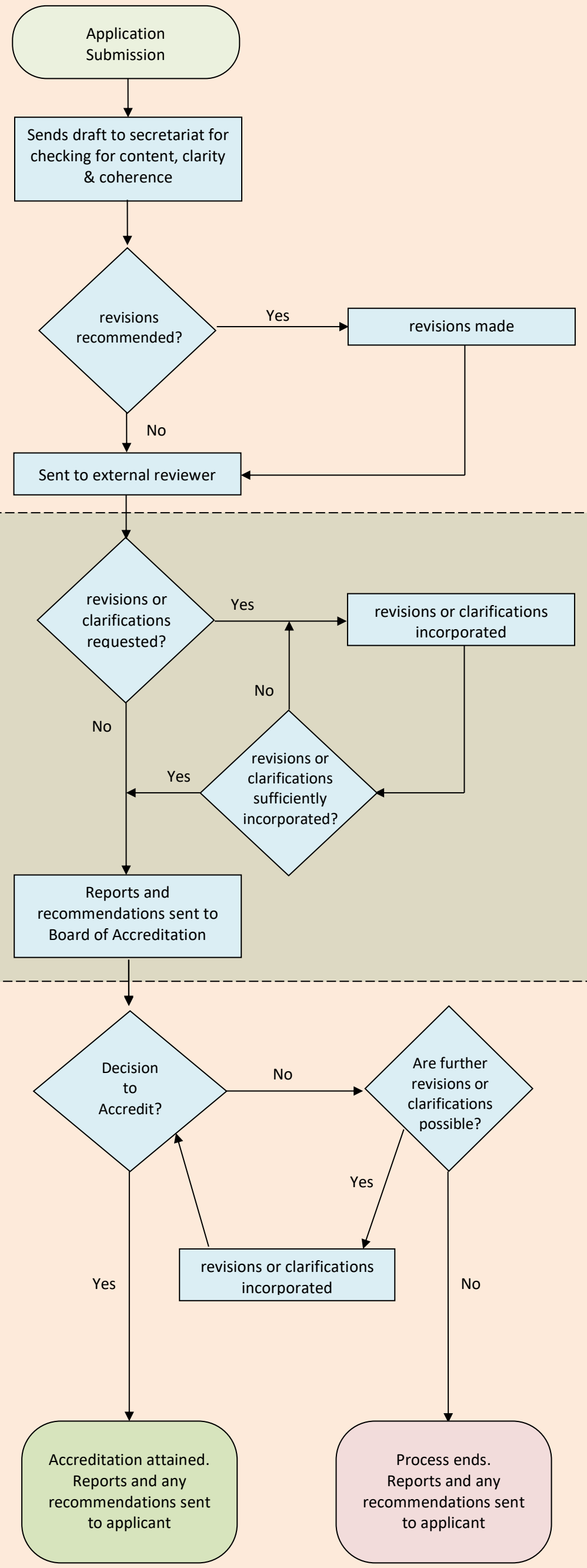
INDICATIVE WORKFLOW FOR: CTEE ACCREDITATION
(with timeframes)

APHEA
Accredited Continuing Training & Educational Event



TIMEFRAME:

Submissions made in line with **Submission Schedule** found on website.

Normally 1 week for secretariat review.

Often new applicants will benefit from contacting the secretariat prior to submission.

All timeframes are indicative and times will vary.

TIMEFRAME:

External experts are given a month to complete the reviews.

If no revisions are requested reports are passed through to the Board of Accreditation.

The timeframe for revisions is bespoke. Some may be achieved quickly, some may take more time.

TIMEFRAME:

The Board of Accreditation meets every 2 months. (refer to Submission Schedule)

Decisions made by the board are communicated immediately to the applicant.