Australian Sonographer Accreditation Registry (ASAR)
Policy & Procedure 8 – Notification of Accreditation Status and Use of ASAR Logo

1. Preamble

It is ASAR's objective to promote high standards of medical sonography in Australia which includes setting uniform, minimum standards of sonography education and education by assessing and accrediting courses in all disciplines of sonography.

This policy and procedure details how ASAR notifies the public of the accreditation status of a course. It also details how the organisations which deliver sonography education can publish the accreditation status of their courses and details the policy ASAR has to control the use of its logo.

2. Scope

This policy applies to:

1. Course providers that deliver ASAR accredited courses,
2. ASAR Secretariat.

3. Definitions

Accreditation
For the purpose of this policy accreditation means that an ultrasound course has been assessed by ASAR as complying with all the ASAR Standards for the Accreditation of Sonographer Courses (SASC).

Australian Sonographers Association
The Australian Sonographers Association (ASA) is the peak body and leading voice for sonographers in Australia. The ASA guides the advancement of the sonography profession to ensure the community has access to quality sonographic services.

Australian Sonographer Accreditation Registry
Australian Sonographer Accreditation Registry (ASAR) accredits ultrasound courses offered by various providers and establishes the criteria against which all courses are to be assessed. ASAR also maintains a register of accredited medical and student sonographers, with the continuing professional development (CPD) activities of accredited medical sonographers recorded and monitored.

ASAR Accredited Programs
ASAR Accredited Programs are Sonography programs that have met all the Standards for the Accreditation of Sonography Courses.

ASAR Accredited Qualifications
ASAR Accredited Qualifications are sonography qualifications that are awarded following successful completion of courses that have met all the Standards for the Accreditation of Sonography Courses.

ASAR Secretariat
The ASAR Secretariat is the ASAR office management.

Conditional Accreditation
The ASAR Board of Directors may place a condition on the accreditation of a course, such as the requirement for further monitoring of the course.

Course
A course is the full program of study and experiences required to be undertaken before a qualification recognised under the AQF, and approved by a regulatory authority, can be conferred. Some organisations will also use the term 'program' to refer to a course.

Course Owner
The course owner is the legal entity that is the proponent or applicant for the course for the purpose of establishing a nationally recognised course in the Higher Education Sector.

Course Provider
The course provider is the organisation that issues the testamur for a nationally recognised course and is responsible for learning and assessment including those situations where the course provider enters into contracting or auspicing agreements for the course delivery and assessment.

The course owner and provider may be one organisation.

Higher Education Provider
A higher education provider is a body that is established or recognised by the law of the Australian Government, a State, the Australian Capital Territory or the Northern Territory to issue qualifications in the higher education sector.

Reaccreditation
For the purpose of this policy reaccreditation is the procedure of renewing accreditation of a course in light of any changes that may have taken place within

the industry, course content or course delivery. For this reason, an application for re-accreditation requires the same rigor as an application for accreditation.

Continuing Accreditation is granted to a course when it is re-evaluated at specified intervals.

Registered Training Organisation
A Registered Training Organisation (RTO) is a provider that is established or recognised by or under the law of the Australian Government or a State or Territory, to issue qualifications in the vocational education and training sector.

Sonographer
A Sonographer is a highly skilled medical imaging professional who utilises ultrasound imaging systems to undertake diagnostic medical sonographic examinations across a range of contexts.

Training Organisation
In the context of this policy a training organisation is either an RTO or higher education provider delivering or intending to deliver accredited Sonography courses.

Withhold Accreditation
Withhold Accreditation is an action taken when a course seeking initial accreditation is not in compliance with the SASC.

Withdrawal of Accreditation
Withdrawal of Accreditation is an action taken when a course is no longer in compliance with the SASC.

4. Public Notification of the Status of a Course

The ASAR Secretariat maintains the ASAR Register of Accredited Sonography Courses and details of accredited programs and qualifications are recorded on the ASAR Website

ASAR disclose only the accreditation status of the program and qualification to the public.

5. Public Use of ASAR Accreditation Status by education providers

ASAR requires course providers to provide accurate information in all communications regarding the accreditation status of their sonography courses.

5.1. Course Status

ASAR requires all course providers to inform all current students and applicants in writing of the accreditation status of the course. They are to inform them in writing if the accreditation status has been changed due to accreditation being withheld or withdrawn.

5.2. ASAR Address

Publication of the accreditation status of the course must also include the full name and website address of ASAR.

5.3. Wording – Accredited Courses

If a course has ASAR accreditation, the course owner or provider must use the following language when referring to that accreditation:

- In at least one of its comprehensive publications customarily used to officially convey the course provider's information, it must state:

  "The [name of course] is accredited by the Australian Sonographer Accreditation Registry. (ASAR web address to be included).

- When the course owner or provider publishes the accreditation status of the course, it must state:

  "The [name of course] is accredited by the Australian Sonographer Accreditation Registry. (ASAR web address to be included).

- The course owner or provider may choose, but is not required, to include the course accreditation statement in small publications such as newspaper ads, flyers, pamphlets, etc.

6. Use of ASAR Logo by Course Owner or Providers

The ASAR logo is the exclusive property of ASAR and cannot be reproduced or used in any way without the explicit written permission of ASAR. Course providers are not permitted to use the ASAR logo in press releases, promotional material, articles or advertising.

7. Procedure Summary

Trigger	Education provider Action	ASAR Action	Responsibility
Accreditation decision made by ASAR Board of Directors		Details of accredited programs and qualifications are recorded / removed on the ASAR Register	ASAR Secretariat
		Details of accredited programs and qualifications are recorded / removed on the ASAR Website	ASAR Secretariat
	Inform all current students and applicants in writing of the accreditation status		
Course Accredited	Publication of the accreditation status must be worded correctly and include ASAR contact details		

8. Related Policies & Procedures

The other ASAR Policies & Procedures which relate to this document are:

- ASAR P&P 6 - Reporting Accreditation Decisions

9. Complaints

Any complaints regarding this Policies & Procedure should go through the ASAR complaints procedure.

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