CACUP-ASLP/CAPUC-AO
Process for Maintaining Pool of Potential Site Reviewers

1. Each year, CACUP will send each of the three Secretariat partners the existing list of potential site-reviewers and ask that the list be updated. Updating involves deleting any names that are no longer appropriate and adding new ones, using the criteria below.

2. Secretariat partners will be asked to use the following criteria to identify potential site-reviewers:

   For practitioner member
   a) Should be currently practicing in SLP or audiology (can be FT or PT) (and therefore a member of provincial regulatory body, where applicable and/or certified by CASLPA), or have direct exposure to practice issues as obtained by supervising practitioners
   b) Must have at least 5 years experience as a practitioner
   c) Must have or have had involvement in university programs, beyond serving as a clinical educator. Examples of such involvement include participation on a university committee, course teaching, participation in review of curriculum, etc. Coordinators of clinical education are eligible in this category.

   For academic member
   a) Must have tenure
   b) Experience with program reviews an asset

3. Secretariat partners will be asked to provide CACUP with contact information for all new nominees. Megram will contact nominees with a formal request to add them to the site reviewer archive (maintained by Megram).

4. All new candidates will be asked to complete an information profile for use in matching reviewers with programs being reviewed. Megram will send an Information Profile form to each candidate at the time of the initial contact. When Megram receives a completed profile, the nominee's name will be added to the Site Reviewer Pool.

Information Profile

For all candidates
          Name
          Contact information
          Languages spoken/written
          Degrees obtained, where, and when

For practitioners
          Profession
          Number of years practicing
          Practice settings
          Description of past and current involvement with University programs, including name of program
          Previous experience in reviewing university programs

For academics
          University employer
          Area of expertise
          Date of tenure
          Description of involvement with faculty at other Canadian programs
          Previous experience in reviewing university programs