

SUMMARY OF CHANGES BEGINNING JULY 1, 2013

In October 2012 a review of program standards, 1-11, accreditation policies and accreditation procedures was completed by NATEF staff, educators, manufacturer representatives and shop owners. In addition to the changes below there was an overall update of language and relevancy and a removal of as much redundancy as possible. Throughout the Accreditation Standards documents you will find highlighted information that has been added to clarify required documentation needed, as well as to identify pertinent changes in the policies and procedures.

These changes will be in effect July 1, 2013.

NOTE: Standards, Policy and Procedure changes apply to all automobile, collision repair and refinishing, and medium/heavy truck programs.

STANDARD CHANGES

1. Creation of new stand alone standard on Advisory Committees – New Standard 6
 - a. References to Advisory Committees tasks in other standards are now in Standard 6

POLICY and PROCEDURE CHANGES

1. Accreditation Process – Programs will no longer have 18 months from their expiration date to submit a renewal application.
 - a. **Renewal of Accreditation application must be received in the NATEF office within six (6) months of the program expiration date. Applications received after the 6 month grace period will be required to follow procedures for initial accreditation.**
2. Qualifications of On-site Evaluation Team Members
 - a. Team member work experience qualifications: changed from 7 to 5 years
3. Program Evaluation – **Go/No Go Items**
 - a. Because of the new Standard 6 the Go/No Go item numbers have changed.
 - b. Standard 6.5C is now a Go/No Go item.
4. Annual report
 - a. Each year all accredited program will receive notification from NATEF and are required to update all contact information.

5. Compliance Review

- a. Programs will be notified at the 2 year anniversary of accreditation that a compliance review is due. The compliance review is due within 6 months of the program’s 2 year anniversary.
- b. Program not submitting a compliance review within 60 days of the due date will be removed from the NATEF website as accredited, and accreditation status will be set to “Due to Reaccredit”

6. On-site Evaluation Cost

To eliminate the need for programs to submit multiple payments NATEF has rolled the cost of all processing and document fees into one cost.

<i>Effective 7/2013</i>	Automobile/Truck/Collision Initial	Renewal of Accreditation
Accreditation Documents	\$0—available on website	\$0—available on website
Application Fee	\$850.00 \$425 for additional programs at each site	\$750.00 \$375 For additional programs at each site
On-Site Evaluation Team Manuals (\$65 each)	Included in application fee	Included in application fee
Honorarium for the ETL \$250 per day (paid directly to the ETL)	\$500.00	\$250.00
Estimated expenses for the ETL (paid directly to the ETL)	\$300.00	\$150.00

PROGRAM EVALUATION AND APPLICATION FORMS - REVISED

To accommodate the new standards the following modifications have been made:

[Program Evaluation Form – formerly Program Self-Evaluation Form](#)

1. For each Standard being evaluated there is a “What’s Needed” section. These helpful hints are provided to assist the program prepare for the accreditation process and on-site visit.

[Program Accreditation Application](#)

Beginning July 1, 2013 there will no longer be 2 separate applications – one for initial accreditation and a second for renewal of accreditation. Programs will use the same application regardless if it is an initial or a renewal.

The 2012 renewal of accreditation application only required self evaluation summary ratings for Standards 6 – 9. The new application requires programs to provide an average rate for Standards 1-12.

AUTOMOBILE PROGRAM ACCREDITATION

January 2013 a group of educators, manufacturer representatives and shop owners convened to review the accreditation model and related tasks that were released in 2012. The following is the result of that review:

NATEF 2013 Automobile Accreditation Model			
	Number of Tasks	Number of Hours	Instructor Qualifications
Maintenance & Light Repair (MLR)	192	540	All instructors must be ASE certified in G1, A4, A5 and A6
Automobile Service Technology (AST)	336	840	All instructors must be ASE certified in G1, A6, plus the area they teach. All eight areas of ASE certification must be covered by instructor(s) of record.
Master Automobile Service Technology (MAST)	422	1200	All instructors must be ASE certified in G1, A6, plus the area they teach. All eight areas of ASE certification must be covered by instructor(s) of record. A8 and L1 for those teaching Engine Performance

Currently accredited MLR program instructors will have until the next reaccreditation cycle to obtain ASE certification in G1.

COLLISION REPAIR AND REFINISH PROGRAM ACCREDITATION

March 2013 a group of educators, manufacturer representatives and shop owners convened to review the collision repair and refinish task list, and to determine if the 2009 accreditation model needed to be updated to come in line with student and industry needs. The following is the result of that review:

- a. New area added - Damage Analysis/Estimating/Customer Service (DAECS). This area contains 65 new tasks and must be included regardless of the accreditation option selected. These additional tasks add 46 hours of instruction/lab time to each accreditation option.

b. Accreditation model changed. There are now four (4) options for Accreditation.

OPTION A

Painting and Refinishing, and Damage Analysis/Estimating/Customer Service (DAECS) (only)

Painting and Refinishing Tasks:	300 hours
DAECS tasks:	46 hours
Minimum Hour Requirement:	346 hours

OPTION B

*Non-Structural Analysis and Damage Repair, and Damage Analysis/Estimating/Customer Service (DAECS). MIG welding must be taught at some point during the course of study.

Non-Structural Analysis Tasks:	300 hours
MIG Welding	75 hours
DAECS tasks:	46 hours
Minimum Hour Requirement:	421 hours

OPTION C

*Structural Analysis and Damage Repair, Non-Structural Analysis and Damage Repair, and Damage Analysis/Estimating/Customer Service (DAECS). MIG welding must be taught at some point during the course of study.

Structural Analysis tasks:	185 hours
Non-Structural Analysis tasks:	300 hours
MIG Welding:	75 hours
DAECS tasks:	46 hours
Minimum Hour Requirement:	606 hours

Any of the following areas may be added to program accreditation OPTIONS A - C if not already included in the option selected:

*Non-Structural Analysis and Damage Repair (Body Components)

***Structural Analysis and Damage Repair (can only be added if accrediting in Non-Structural Analysis and Damage Repair)**

Mechanical and Electrical Components

Painting and Refinishing

OPTION D

***Master** accreditation requires a program to provide instruction in all of the collision repair and refinish areas, and must have a minimum of 1,106 hours of combined laboratory/shop (co-op) and classroom instruction. Tasks related to the four collision repair and refinish areas, the DAECs tasks and MIG welding may be taught at different times during the course of study. Therefore, the hours for an individual area would be the sum total of all the hours of instruction related to the tasks.

Master accreditation requires each area have the following minimum hours:

Painting and Refinishing	300 hours
Non-Structural Analysis and Damage Repair:	300 hours
Structural Analysis and Damage Repair:	185 hours
Mechanical and Electrical:	200 hours
MIG Welding:	75 hours
DAECs tasks:	46 hours
Minimum Hour Requirement:	1,106

- c. There was no change to instructor qualification for Collision Repair and Refinishing which currently requires all instructors hold current ASE certification in the collision repair and refinish area(s) in which he/she teaches.

MEDIUM/HEAVY DUTY TRUCK PROGRAM ACCREDITATION

Currently there is no change to the Medium/Heavy duty truck task lists or accreditation model. A review of the task lists and model are planned for 2014.