

Becoming a New Member of the Collaborative Programs Initiative

1. An evaluation of your community's need must be completed using the EPiC Consortium Scope document. Submit to the Executive Dean of Collaborative Programs for review with the EPiC Governance Council.
2. Affiliation agreements with partnering clinical sites, must be completed, and submitted for each program the college plans to offer. These agreements must be maintained by the college and updates must be sent to the Executive Dean of Collaborative Programs.
3. Clinical site contacts are shared with the program director, program coordinator or clinical coordinator.
4. Curriculum is purchased from EPiC Consortium (\$20,000 membership fee and \$5,000 curriculum fee per program).
5. College gains approvals from their internal curriculum boards and committees to have the EPiC curriculum added to their taxonomy.
6. College works with the Collaborative to apply for HLC approval.
7. College determines their general education requirements for their students and ensures all general education courses are complete prior to the students' acceptance into the EPiC program. College also determines admission process for their students.
8. After HLC approval the college may advertise the program on the college website or other media sources.
9. College applies for federal financial aid approvals and Veteran benefit approvals.
10. College identifies a VP or Dean Representative and Program Representative, who will work closely with the Executive Dean of Collaborative Programs. These individuals will be expected to participate in face-to-face meetings quarterly and serve on the EPiC advisory board, which meets annually.
11. Once all approvals have been granted the college may accept students. The list of students is provided to the Executive Dean of Collaborative Programs.
12. The program representative will assist the Program Executive Dean or Clinical Coordinator with having the college added to the existing program accreditation.