

ELIGIBILITY TO BECOME A PEAC PEER REVIEWER

PREAMBLE

The Board of Directors is responsible for the appointment of individuals to the list of available Peer Review Team (PRT) members, and for the appointment of PRT members to upcoming accreditation reviews. The PRT is comprised of four members. Two members are physiotherapists with experience in education and accreditation, one member has experience in physiotherapy regulation, and one member has experience in accreditation in a profession other than physiotherapy. Current and recent (within five years) PEAC Members are also eligible to join the reviewer pool. The following general criteria are used to select individuals who can be appointed to the pool of reviewers.

Eligibility for appointment to a pool of peer reviewers

1. Physiotherapy Educator
 - A minimum of two years' experience working in an academic or clinical educational setting.
2. External Member
 - A minimum of two years' accreditation experience in a profession other than physiotherapy

Above Members

- Completion of *FORM-04 PEAC Reviewer Application Form*
- Submission of a curriculum vitae.
- Submission of two letters of reference that address the candidate's following competencies and attributes:
 - i. communication skills generally and specifically related to conducting interviews
 - ii. ability to critically analyze, verbalize and record pertinent objective data
 - iii. ability to work as a team and participate in reaching consensus
 - iv. a personal and professional history that would not reflect negatively on the accreditation program
 - v. an awareness of personal biases but openness to new ideas and receptiveness to change

3. PEAC Member

- Current member: a minimum of one year as a PEAC Member OR
- Past member: a minimum of one year and a maximum of five years from final year as a PEAC Member.

4. Regulatory Member

- Membership in the regulatory reviewer pool (established 2013)—see *GUIDE-11 Regulatory PRT Members*

All Members

- Willingness to accept the responsibilities related to conducting the accreditation review including:
 - i. commitment to the PEAC policies of confidentiality
 - ii. review of the program’s Self Study Report and all related materials
 - iii. ability to objectively collect, analyze, and communicate all pertinent data related to the on-site review
 - iv. acceptance of the responsibility for own behaviour and actions
 - v. acknowledgement of any conflict of interest
- Completion of the orientation and education programs for Peer Review Team members.

Guideline Number: GUIDE-08	
Date of last revision	Associated documents
<i>May 2012</i>	Member Handbook
<i>June 2013</i>	Program Accreditation Handbook
<i>July 2017</i>	PRT Handbook
	FORM-04 PEAC reviewer Application Form
	GUIDE-11 Regulatory PRT Members
	TOR-05 Peer Review Teams
	FORM-08 Regulatory reviewer Application Form
	FORM-09 Regulatory reviewer Recommendation Form
	ACC-03 Appointment to the Pools of Accreditation Reviewers