1.0 Scope
This document describes the IQMH Centre for Accreditation position on extension of accreditation certificate expiry dates.

2.0 Position Statement
2.1 In extenuating circumstances accreditation certificate expiry dates may be extended.
2.2 Extenuating circumstances may include, but are not limited to:
   • The process for review of corrective action has taken longer than expected because more information was sought from the facility by the Centre for Accreditation reviewers. This does not require approval by the Advisory Panel.
   • Scheduling issues have placed the Centre for Accreditation in a position where sufficient resources are not available to conduct the assessment before certificate expiration. This requires approval by the Advisory Panel.
   • A facility requests re-scheduling to group multi-site assessments together. This requires approval by the Advisory Panel.
2.3 The period of extension is limited to the following:
   • The interval between full scope assessment visits must not exceed five years
   • The interval between surveillance activities must not exceed two years
2.4 Where certificate extension has been granted, IQMH Centre for Accreditation will provide a formal notice of extension, and in case of longer than 4 months, a new certificate with a revised expiration.

3.0 Responsibility
3.1 The Executive Director, Programs is responsible for receiving requests and for seeking Advisory Panel approval of certificate extensions.

4.0 Supporting Documents
4.1 Letter – Certificate Extension
4.2 Position Statement – ISO15189 Plus™ Accreditation Cycle

5.0 References