Helpful tips for completing the Application:

Congratulations on your decision to submit an application for accreditation! You are demonstrating a high commitment to quality patient care. Before you begin the application process it is helpful to have one designated person responsible to organize and submit the information. Since this is an on-line process all documents must be in the form of an electronic file; word documents or pdf files are the most common.

Here is a list of the documents you will need to submit with the application:

- CVs for Medical Director of the invasive cardiology program, Administrative Director and Technical Director

- List of credentialed physicians

- Physician credentialing and recredentialing criteria

- A list of all procedures performed or excluded in the laboratory

- Documentation of the process to introduce new procedures into the lab
- Most recent report from the outcomes data registry in which your lab participates
- Process for monitoring peri-procedural, in-hospital and 30 day outcomes
- Evidence of oversight committee and peer review conferences
- List of annual competencies for staff, including seldom used equipment
- Policy for radiation safety education.
- Procedure to document radiation exposure to patients and staff and process to monitor high exposure.
- Copy of patient consent form
- List of minimum requirements for relevant lab values and outside reports prior to a procedure
- Written protocols or standardized order sets for the following: anticoagulation for procedures, radial access (if relevant to your medical specialty), contrast allergies, treatment of anaphylaxis reaction, sedation reversal.
- Provide a copy of infection control policy for your lab.

Here is a list of this information you will need to provide:

- Annual volumes for last 2 calendar years
- All laboratory performance metrics.
- Percent of patients receiving high doses of radiation during invasive cardiology procedures.