

Accreditation Review Extension Request

Preamble:

The accreditation review process is developed by The Salvation Army as a tool to guide ministry units to meet Salvation Army standards, to have processes and systems in place to support operational excellence, and to identify and reduce areas of risk.

As good stewards of Territorial resources, THQ Social Services Department works with Divisions and Ministry Units to coordinate review dates to ensure accountability of resources.

Ministry units who believe that their circumstances may unduly impact their ability to prepare for an accreditation review at the scheduled date may request an extension.

Instances where extension requests have been granted:

- Natural disaster
- Sudden medical or succession issues
- Significant program concerns, such as major operational problems or restructuring of programs

Procedure:

A ministry unit needing an extension is to submit a written request with clearly stated reason(s) to the ministry unit's Area Commander/Division Social Services Secretary, and the Accreditation Process Coordinator.

Approval of the extension must first be granted by the Divisional Commander or designate in order for THQ Social Services to consider the request.

All extension requests must be received by the Accreditation Process Coordinator a minimum of one month before the start date of the review whenever possible.

Ministry units granted an extension will be rescheduled for a review at the earliest possible date, normally within 6 months.

