

What is Corporate Accreditation?

AASM Corporate Accreditation is available to entities that accredit multiple facilities with the AASM. Entities must either own or manage five or more sleep facilities or home sleep apnea testing programs. By enrolling in AASM Corporate Accreditation, corporate entities submit policies, procedures and protocols that are used for each accredited facility that they oversee. Each facility will still maintain its own accreditation; however, the application process is streamlined by submitting corporate policies and procedures that are utilized in each individual center.

Why take part in this program?

- Quicker, easier application process – All corporate policies will be reviewed, approved, and automatically uploaded to each application. This reduces the time it takes to complete each application. Less time will be spent in application review and additional information requests, as documents have been reviewed and approved prior to application submission.
- Discount on all accreditation applications – Customized discounts apply to new facilities, currently accredited facilities, and those currently in progress. The discount is applied to each facility's own application.
- Syncing of accreditation dates and site visits – Reaccreditation dates will be modified so that all are on the same five-year cycle. The AASM will work with the entity to schedule site visits in the most convenient manner possible.

How do I participate in Corporate Accreditation?

To start the corporate process, review the Protocols and Policies for Corporate Accreditation (page 2). Ensure your corporate entity has the required minimum corporate policies. Optional policies can be submitted as Corporate or when indicated, can be submitted with the individual facility application. Next, complete and submit the [Corporate Accreditation Eligibility Form](#). The AASM then reviews all information to determine eligibility, and we will contact you once a decision has been made. In brief, below is the Corporate Accreditation Process:

1. Complete and submit the Corporate Accreditation Eligibility Form.
2. If your entity is eligible for Corporate Accreditation, you will be provided with an online profile where you can upload all corporate documents.
3. All documents will be reviewed by the AASM; additional information may be requested.
4. Once all issues have been completed, your entity will be approved for Corporate Accreditation. You will be notified and given a corporate accreditation number.
5. Include this corporate accreditation number in all applications. This will automatically upload corporate policies as well as apply the corporate discount.

Request for Additional Information

For more information please contact the AASM Accreditation Department at accreditation@aasm.org or 630-737-9700.

Protocols and Policies for Corporate Accreditation

The following is a list of required protocols, policies and optional policies. Optional policies are those that may be submitted as Corporate or indicated by the corporate entity as the responsibility of each individual sleep facility.

Please check and select which optional policies you choose to be corporate or indicate they will be the responsibility of the facility.

List of Required Protocols:

Comprehensive PSG

- Adult
- Pediatric (if applicable)

CPAP/BiPAP Titration

- Adult
- Pediatric (if applicable)

MSLT

MWT

Split Night Study Criteria

Capnography (if accepting pediatric patients)

HSAT Protocol—To Include

- Patient Acceptance- unless defined in other policy
- Equipment Specifications, including adherence to AASM Scoring Manual and display of raw
- Data
- ID assignment and tracking
- Downloading/erasure of PHI
- Emergency procedure
- On-call coverage
- Data reporting requirements
- Packing, shipping and storage of device

List of Required Policies:

Patient Acceptance:

- In-center: Minimally Include:
 - Age range
 - Mechanism/procedure
 - Information required from direct referral
 - Evidence based criteria for exclusion
- HSAT (Acceptance may be incorporated into in-center policy, in the HSAT protocol or written as a separate policy): Minimally Include:
 - Age range
 - Mechanism/procedure
 - Information required from direct referral
 - Evidence based criteria for exclusion
 - Equipment Maintenance
 - Technical Training

Background Check

PAP Assessment

Safety Policies

List of Optional Policies:

- ISR*
- Quality Assurance*
- Actigraphy*
- Esophageal Monitoring*
- Safety Risk Unique to In-center Sleep Testing*
- Emergency Policies*

*All optional policies will be the responsibility of each sleep facility