

# Process for HTS Centre Accreditation

**Visit BAA website:**  
[http://theloop.netplan.co.uk/~admin9/index.php?option=com\\_content&task=view&id=44&Itemid=69](http://theloop.netplan.co.uk/~admin9/index.php?option=com_content&task=view&id=44&Itemid=69)

- Read:**
- Regulations
  - HTS Modules

- Decide:**
- The Module that you seek accreditation in
  - Can the department meet the training requirements?

**Complete Accreditation form**  
  
(Available on the website)  
Send it to the Accreditation Coordinator

**Decision**  
  
Made by committee or on its behalf, subject to a visit

**Visit**  
  
A HTS committee member will arrange to visit department and complete a report

Successful

Unsuccessful

**Successful Visit and Report**  
  
Department is accredited for 5 years

**If report – raises concerns**  
  
Any concerns are discussed with the department and HTS committee (via coordinator). A decision will be taken on accreditation continuing or not.

**Outcome = Accreditation Not granted or removed**  
  
This action can only be given after committee approval and will result either after an unsuccessful application or visit report