

[Institution(s)' Logo(s)]



## ADULT CONGENITAL HEART ASSOCIATION ACCREDITATION SITE VISIT ITINERARY FOR EXAMPLE HOSPITAL

Date

*Please arrange the meetings so that we can meet with the pediatric and adult providers separately. We also ask that the ACHD Medical Program Director leave the room during the meetings with the additional ACHD Cardiologist(s) and APPs/RNs, and that the day end with the Social Work/Psychology meeting.*

### ONSITE CONTACTS

[Picture of ACHD Medical Program Director]

[Name]

ACHD Medical Program Director

[Additional Titles if Applicable]

Example Hospital

[Phone Number]

[Picture of Accreditation Contact]

[Name]

Accreditation Contact

[Additional Titles if Applicable]

Example Hospital

[Phone Number]

### THURSDAY, JULY 20

**7:00AM – 7:15AM** – Welcome with ACHD Team [include names and titles of individuals in attendance] Programs may share a short presentation with an overview and highlights of their program during this time.

**7:15AM – 7:30AM – ACHD Surgery (Adult Hospital) – ACHD CT Surgical Director**

[Picture of ACHD CT Surgical Director – Adult Hospital]

[Name]

ACHD CT Surgical Director

[Additional Titles if Applicable]

Example Hospital

**7:30AM – 7:45AM – ACHD Surgery (Adult Hospital) – CT Surgical Director**

[Picture of CT Surgical Director – Adult Hospital]

[Name]

CT Surgical Director

[Additional Titles if Applicable]

Example Hospital

[Institution(s)' Logo(s)]

**7:45AM – 8:00AM – ACHD Surgery (Adult Hospital) – ACHD Surgeon**

[Picture of ACHD Surgeon(s) – Adult Hospital]

[Name]

ACHD Surgeon(s)

[Additional Titles if Applicable]

Example Hospital

**8:00AM – 8:15AM – ACHD Surgery (Children’s Hospital) – ACHD CT Surgical Director**

[Picture of ACHD CT Surgical Director – Children’s Hospital]

[Name]

ACHD CT Surgical Director

[Additional Titles if Applicable]

Example Hospital

**8:15AM – 8:30AM – ACHD Surgery (Children’s Hospital) – CT Surgical Director**

[Picture of CT Surgical Director – Children’s Hospital]

[Name]

CT Surgical Director

[Additional Titles if Applicable]

Example Hospital

**8:30AM – 8:45AM – ACHD Surgery (Children’s Hospital) – ACHD Surgeon**

[Picture of ACHD Surgeon[s] – Children’s Hospital]

[Name]

ACHD Surgeon(s)

[Additional Titles if Applicable]

Example Hospital

**8:45AM– 9:00AM – ACHD Catheterization (Adult Hospital) – Director of Cardiac Cath**

[Picture of Director, Cardiac Cath – Adult Hospital]

[Name]

Director, Cardiac Cath

[Additional Titles if Applicable]

Example Hospital

**9:00AM– 9:15AM – ACHD Catheterization (Adult Hospital) - Interventionalist**

[Picture of ACHD Cardiac Cath Interventionalist – Adult Hospital]

[Name]

ACHD Cardiac Cath Interventionalist

[Additional Titles if Applicable]

Example Hospital

**9:15AM – 9:30AM – ACHD Catheterization (Children’s Hospital) – Director of Cardiac Cath**

[Picture of Director, Cardiac Cath – Children’s Hospital]

[Institution(s)' Logo(s)]

[Name]

Director, Cardiac Cath

[Additional Titles if Applicable]

Example Hospital

**9:30AM – 9:45AM – ACHD Catheterization (Children’s Hospital) - Interventionalist**

[Picture of ACHD Cardiac Cath Interventionalist – Children’s Hospital]

[Name]

ACHD Cardiac Cath Interventionalist

[Additional Titles if Applicable]

Example Hospital

**9:45AM – 10:00AM – Electrophysiology (Adult Hospital) - Electrophysiologist**

[Picture of ACHD Electrophysiologist – Adult Hospital]

[Name]

ACHD Electrophysiologist

[Additional Titles if Applicable]

Example Hospital

**10:00AM – 10:10AM - Break**

**10:10AM – 10:25AM – Electrophysiology (Adult Hospital) – Director of EP**

[Picture of Director of EP – Adult Hospital]

[Name]

Director, EP

[Additional Titles if Applicable]

Example Hospital

**10:25AM – 10:40AM – Electrophysiology (Children’s Hospital) - Electrophysiologist**

[Picture of ACHD Electrophysiologist – Children’s Hospital]

[Name]

ACHD Electrophysiologist

[Additional Titles if Applicable]

Example Hospital

**10:40AM – 10:55AM – Electrophysiology (Children’s Hospital) – Director of EP**

[Picture of Director of EP – Children’s Hospital]

[Name]

Director of EP

[Additional Titles if Applicable]

Example Hospital

**10:55AM – 11:10AM – Cardiology Team (Adult Hospital) – Chief of Cardiology**

[Insitution(s)' Logo(s)]

[Picture of Chief of Cardiology – Adult Hospital]

[Name]

Chief of Cardiology

[Additional Titles if Applicable]

Example Hospital

**11:10AM – 11:25AM – Pediatric Cardiology Team – Chief of Cardiology**

[Picture of Chief of Pediatric Cardiology]

[Name]

Chief of Pediatric Cardiology

[Additional Titles if Applicable]

Example Hospital

**11:25AM – 11:40AM – ACHD Imaging – Cardiac MRI/CT**

[Picture of ACHD Cardiologist responsible for Cardiac MRI and CT]

[Name]

ACHD Cardiologist responsible for Cardiac MRI and CT

[Additional Titles if Applicable]

Example Hospital

**11:40AM – 11:55AM – ACHD Imaging - Echocardiography**

[Picture of ACHD Cardiologist responsible for Echocardiology]

[Name]

ACHD Cardiologist responsible for Echocardiology

[Additional Titles if Applicable]

Example Hospital

**11:55AM – 12:15PM ACHD Cardiologists – Can also be separate meetings**

[Picture of ACHD Cardiologists]

[Picture of ACHD Fellow (if applicable)]

[Name]

[Name]

ACHD Cardiologists

ACHD Fellow (if applicable)

[Additional Titles if Applicable]

[Additional Titles if Applicable]

Example Hospital

Example Hospital

**12:15PM – 12:35PM ACHD APP(s)**

[Picture of ACHD APN or PA listed as working with the ACHD Program]

[Name]

[Additional Titles if Applicable]

Example Hospital

**12:35PM – 12:55PM ACHD RN(s)**

[Picture of ACHD RN listed as working with the ACHD Program]

[Name]

[Additional Titles if Applicable]

[Insitution(s)' Logo(s)]

Example Hospital

**1:00PM – 1:30PM – Lunch Break**

**1:30PM – 1:45PM – Heart Failure/Heart Transplant (Adult Hospital) - Director**

[Picture of Director of Heart Failure/Transplant – Adult Hospital]

[Name]

Director of Heart Failure/Transplant

[Additional Titles if Applicable]

Example Hospital

**1:45PM – 2:00PM – Heart Failure/Heart Transplant (Adult Hospital)**

[Picture of HF physician collaborating with the ACHD program – Adult Hospital]

[Name]

HF physician collaborating with the ACHD program

[Additional Titles if Applicable]

Example Hospital

**2:00PM – 2:15PM – Heart Failure/Heart Transplant (Children’s Hospital) - Director**

[Picture of Director of Heart Failure/Transplant – Children’s Hospital]

[Name]

Director of Heart Failure/Transplant

[Additional Titles if Applicable]

Example Hospital

**2:15PM – 2:30PM – Heart Failure/Heart Transplant (Children’s Hospital)**

[Picture of HF physician collaborating with the ACHD program – Children’s Hospital]

[Name]

HF physician collaborating with the ACHD program

[Additional Titles if Applicable]

Example Hospital

**2:30PM – 2:45PM – Break**

**2:45PM – 3:00PM – Pulmonary Arterial Hypertension**

[Picture of PAH Provider that works with the ACHD team]

[Name]

PAH Provider

[Additional Titles if Applicable]

Example Hospital

**3:00PM – 3:15PM – Maternal Fetal Medicine**

[Picture of Maternal Fetal Medicine Provider that works with the ACHD team]

[Name]

[Institution(s)' Logo(s)]

MFM

[Additional Titles if Applicable]

Example Hospital

**3:15 – 3:30 PM – Cardiac Anesthesia**

[Picture of Member of Cardiac Anesthesia team that works with the ACHD team]

[Name]

Cardiac Anesthesia

[Additional Titles if Applicable]

Example Hospital

**3:30PM – 3:45 PM – Social Work/Psychology**

[Picture of Social Worker]

[Name]

Social Worker

[Additional Titles if Applicable]

Example Hospital

[Picture of Psychologist]

[Name]

Psychologist

[Additional Titles if Applicable]

Example Hospital

***IMPORTANT:*** Please note that the above site visit agenda is just an example. We did utilize agendas created during previous site visits, but this is not a replica of any one agenda.

*You do not have to organize the meetings or times in the way that we have done above. As long as we meet with the required personnel, the meetings can occur at whatever time and in whatever structure is most convenient for your institution. Meeting times of 15 – 20 minutes are typically sufficient to gather the information needed during the site visit. The only thing we ask is that the day end by 3:45 PM – 4:00PM at the latest with the Social Work/Psychology meeting.*

***All 2022 site visits will be conducted virtually due to the ongoing COVID-19 pandemic until further notice. Once a date has been confirmed, ACHA accreditation staff will send out a calendar invitation and access information for Zoom. For more information on preparing for a virtual site visit, please refer to the Virtual Site Visit Guidelines document available on the Program Documents webpage: <https://www.achaheart.org/for-professionals/accreditation-program-documents/>.***