

From: [Jennifer Furjanic](#)
To: [Gomez, Melissa](#)
Subject: Re: [External] Re: Checking In & Fee structure questions
Date: Monday, September 16, 2019 1:43:39 PM
Attachments: [UT Health School of Public Health.pdf](#)

Let me try this again...

Jennifer L. Furjanic, MBA

Vice President of Accreditation Operations
Commission on Accreditation of Healthcare Management Education
PO Box 911 | Spring House, PA 19477
tele: 301.298.1820 | mobile: 484.574.5231
email: jfurjanic@cahme.org | web: cahme.org

From: Jennifer Furjanic <jfurjanic@cahme.org>
Sent: Monday, September 16, 2019 2:37 PM
To: Gomez, Melissa <gomezm@apsu.edu>
Subject: Re: [External] Re: Checking In & Fee structure questions

Hi, Melissa!

Please see the attached Self-Study information from The University of Texas Health School of Public Health / Master's in Public Health in Healthcare Management. This is one example of a Program that Marcy Mauer has access to under the Benchmark tab, then Self-Study Data tab in eAccreditation that can give you an idea on G &O's from other Programs that have submitted their Self-Studies.

Please let me know if you need anything else or if Marcy needs system assistance. Thank you!

Jennifer

Jennifer L. Furjanic, MBA

Vice President of Accreditation Operations
Commission on Accreditation of Healthcare Management Education
PO Box 911 | Spring House, PA 19477
tele: 301.298.1820 | mobile: 484.574.5231
email: jfurjanic@cahme.org | web: cahme.org

From: Gomez, Melissa <gomezm@apsu.edu>
Sent: Monday, September 16, 2019 2:01 PM
To: Jennifer Furjanic <jfurjanic@cahme.org>
Subject: RE: [External] Re: Checking In & Fee structure questions

Thank you –

Now we have another question – regarding measurable goals and objectives vs. assessing competency attainment. Do you have better examples of goals/obj. rather than what is provided in the candidacy application Fig. 1 ? I know G/O are bigger picture but we are trying to tease that out from competency any – G/O examples you have would be great.

Thanks
Melissa

From: Jennifer Furjanic <jfurjanic@cahme.org>
Sent: Monday, September 16, 2019 12:41 PM
To: Melissa Sanseverino <Msanseverino@cahme.org>; Gomez, Melissa <gomezm@apsu.edu>
Cc: Maurer, Marcy <MaurerM@apsu.edu>
Subject: Re: [External] Re: Checking In & Fee structure questions

Hi, Melissa,

Yes, you've explained the process correctly.

(Melissa, as soon as you submit your Candidacy Application, the next deadline is January 15, it will be reviewed at the Candidacy Committee meeting in Feb/March and then reviewed at the Accreditation Council meeting in March. If approved to start your AY Self-Study after the Accreditation Council meeting in March (you will be notified within six weeks of the Accreditation Council's decision by me), you will then be billed the \$4,600. If you do not move directly in to your AY Self-Study year, your Program will be billed an annual fee while you are in "Candidacy Status" of \$2,250 a year. From the date of the program's acceptance into Candidacy, a program must use one of the subsequent four full academic years as their self-study year.)

Please let us know if you have additional questions.

Best regards,
Jennifer

Jennifer L. Furjanic, MBA

Vice President of Accreditation Operations
Commission on Accreditation of Healthcare Management Education
PO Box 911 | Spring House, PA 19477
tele: 301.298.1820 | mobile: 484.574.5231
email: jfurjanic@cahme.org | web: cahme.org

From: Melissa Sanseverino <Msanseverino@cahme.org>
Sent: Monday, September 16, 2019 1:27 PM
To: Gomez, Melissa <gomezm@apsu.edu>
Cc: Maurer, Marcy <MaurerM@apsu.edu>; Jennifer Furjanic <jfurjanic@cahme.org>
Subject: Re: [External] Re: Checking In & Fee structure questions

Hi Melissa-

Yes that is correct. There are times in which the council suggests that that application should be delayed for various reasons. You will be billed for the fee after the application has been accepted by the Committee at the Fall Council Meeting.

Copying Jennifer as I'd like her to confirm that this is correct. Jennifer, please let me know if I've explained the process correctly.

Thanks,
Melissa

Melissa Sanseverino, CPA
Accounting Coordinator
CAHME
PO Box 911 | Spring House, PA 19477
301-298-1820 ext. 3 | msanseverino@cahme.org

From: Gomez, Melissa <gomezm@apsu.edu>
Sent: Friday, September 13, 2019 10:41 AM
To: Melissa Sanseverino <Msanseverino@cahme.org>
Cc: Maurer, Marcy <MaurerM@apsu.edu>
Subject: RE: [External] Re: Checking In & Fee structure questions

Melissa,
This is helpful but I just want to be clear regarding what it means by "candidacy accepted" – if we go with an example of next august as that is when we are planning on having the application complete – if I submit the application by August 15 is that when the fee is due or is it due after actual acceptance at the fall council meeting? (My understanding is it is possible for an application to be recommended to be delayed by the council, correct)?

Thanks!
Melissa

Melissa A. Gomez, EdD.
Associate Professor and MHA Program Director, Health and Human Performance
Associate Dean, College of Behavioral and Health Sciences
DU 273
931-221-7188

From: Melissa Sanseverino <Msanseverino@cahme.org>
Sent: Monday, September 9, 2019 4:04 PM
To: Jennifer Furjanic <jfurjanic@cahme.org>; Gomez, Melissa <gomezmm@apsu.edu>
Cc: Maurer, Marcy <MaurerM@apsu.edu>
Subject: [External] Re: Checking In & Fee structure questions

***** This is an EXTERNAL email. Please exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email - APSU IT Security. *****

Hi Melissa-

I'd be happy to help you in better understanding how our fee schedule works.

The Candidacy Acceptance Fee (application fee) of \$4,600 is payable on acceptance of the completed application. There is no fee until the Candidacy application has been accepted. The Candidacy Annual Fee is payable by July 1st, annually, for each year that the program is in Candidacy Status. Program is considered to be in Candidacy Status once the Candidacy application is submitted and accepted and the Candidacy Acceptance Fee has been paid. If the application submitted by August 15th and is accepted at the Fall Council meeting, you will be invoiced for one-half of the Candidacy annual fee (\$1,125). If submitted by January 15th and accepted at the Spring Council meeting, you will be invoiced for the full Candidacy annual fee (\$2,250), good for the coming year.

The Initiation Fee of \$8,500 is invoiced upon notification to the program of the self-study year, and the estimated time period for the initial accreditation site visit. So you will be invoiced for the Initiation Fee during your self-study year, once your site visit is scheduled. In terms of site visit expenses, those are paid by the program itself. CAHME will reimburse the site visitors for their expenses and then you as the program will reimburse CAHME. Again, you would also need to pay the Candidacy Annual Fee for each year that you are still in candidacy status.

Once accredited, the program is assessed an annual fee based on the number of enrolled students. A Candidate program that is granted initial accreditation at the Fall Board of Directors Meeting will be invoiced one-half of the annual fee to cover the remaining portion of the fiscal year. If granted initial accreditation at the Spring Board of Directors meeting then you will be invoiced the full Annual Fee to cover the upcoming year. See annual program fee schedule below:

Enrolled Students	Fee
1-75	\$4,900
76-200	\$5,200
201-500	\$5,725
500-750	\$6,250
>750	\$6,250 & \$5/student (over 750)

I know that was a lot of information. Please let me know if you need further clarification.

Thanks!
Melissa

Melissa Sanseverino, CPA
Accounting Coordinator
CAHME
PO Box 911 | Spring House, PA 19477
301-298-1820 ext. 3 | msanseverino@cahme.org

From: Jennifer Furjanic <jfurjanic@cahme.org>
Sent: Monday, September 9, 2019 1:40 PM
To: Gomez, Melissa <gomezm@apsu.edu>
Cc: Maurer, Marcy <MaurerM@apsu.edu>; Melissa Sanseverino <Msanseverino@cahme.org>
Subject: Re: Checking In & Fee structure questions

Hello, Melissa! Thank you for your email. I hope you had a wonderful summer! Sorry for the delay in responding...

I am CC:ing Melissa Sanseverino, CPA, CAHME Accounting Coordinator. Melissa can confirm your fee schedule for you.

I am in DC at the ASPA meeting through tomorrow. If you have any questions, I will respond as quickly as I can.

(Melissa, please assist Melissa, see her email below. Thank you!)

Best regards,
Jennifer

Get [Outlook for Android](#)

From: Gomez, Melissa
Sent: Monday, August 26, 2:43 PM
Subject: Checking In & Fee structure questions
To: Jennifer Furjanic
Cc: Maurer, Marcy

Jennifer,

Good afternoon! I hope you have had a great summer. We are moving along with the CAHME accreditation. Our plan is to work on the Candidacy Application this year for submission for review in August for a fall 2020 or spring 2021 meeting approval, – our intent is to conduct our self-study academic year 2021-2022, schedule a site visit fall 2022 with hopefully a decision spring 2023.

That said – regarding the fee structure – the “Candidacy Acceptance” fee of \$4600 – when is that due? When we say, “ok our application is complete please review...” or is it due before then? We are trying to plan at least for this Fiscal Year and beyond as well.

Here is how I am interpreting everything – please correct what is wrong or clarify where there are questions:

Fall 2018- Spring 2019: Eligibility Fee (which we have paid) \$2050

Fall 2019 – Spring 2020 Candidacy Application preparation – no fee until we submit application?

Fall 2020-Spring 2021 – submit application for acceptance: Candidacy Acceptance Fee \$4600 (do we need to pay the annual fee as well while waiting to hear outcome of our candidacy application?)

Fall 2021-Spring 2022 – Self-Study year – annual fee \$2250

Fall 2022- Spring 2023 – Site Visit Year - \$8500 initiation fee (do we also need to pay candidacy annual fee as well? Or is that only applicable if it is determined we are not ready for the site visit and need to take one more year for self-study...?... – plus I see there are consultative campus visit fees of \$2000/day plus expenses

Then after that annual fees are based on enrollment upon successful accreditation awarded.

In summary:

Fall 2019 : we should not need to pay CAHME anything while we are working on our candidacy application.

In Fall 2020 we would need to pay \$4600 upon acceptance of our application

In Fall 2021 we would need to pay the candidacy annual fee of \$2250

In Fall 2022 we would need to pay the site visit initiation fee of \$8500 (again, would we also need to pay \$2250 since we, theoretically, are still in candidacy?)

Thank you for your help!!!

Melissa

Melissa A. Gomez, EdD.

Associate Professor and MHA Program Director, Health and Human Performance
Associate Dean, College of Behavioral and Health Sciences

DU 273
931-221-7188