



الهيئة السعودية للتخصصات الصحية  
Saudi Commission for Health Specialties

# **Specialized Professional Programs**

## **Accreditation Standards**

**2025**

## Related Terms

**Commission:** The Saudi Commission for Health Specialties.

**Program:** a structured scientific program based on documented needs assessment, designed to equip the trainee with advanced skills and knowledge.

These programs conclude with an evaluation of the extent to which the required skills have been acquired and are not counted as Continuing Professional Development (CPD) hours.

**E-Learning Program:** programs delivered via a digital learning platform providing integrated audio-visual support and facilitates both synchronous and asynchronous learning, enabling trainees to engage directly and indirectly with the scientific content in a dynamic and user-friendly manner.

**Synchronous E-learning:** digital learning environment through which the specialized professional program is delivered in real time (live streaming), using a digital platform that provides audio and visual support, enabling the trainee to interact directly with the instructor and other participants.

**Asynchronous E-learning:** digital learning environment through which specialized professional programs are delivered, offering flexibility to the trainee by not requiring access to the platform at a specific time. Instead, the trainee is given a timeframe to complete the required learning units for each program, with the ability to revisit the scientific content as needed.

**Professional Competencies:** set of knowledge, concepts, and skills acquired by the healthcare practitioner during their education or training.

**Certificate of Competence:** certificate awarded to the trainee upon completion of a specialized professional program, confirming the acquisition of a specific set of professional competencies.

## Standards for Accreditation/Reaccreditation of Specialized Professional Programs

### **Purpose of the Standards:**

The standards for the accreditation and re-accreditation of specialized professional programs aim to establish the general criteria for accrediting professional programs submitted to the authority for accreditation.

### **Scope of the Standards:**

These standards apply to applications for the accreditation and re-accreditation of specialized professional programs, with durations ranging from a minimum of two weeks to a maximum of one year, depending on the requirements of each program and as approved by the Review and Accreditation Committee.

## Standards Text

No.	Standard	Verification Process
1	<b>Program Management</b>	
1-1	A dedicated team shall be assigned to the program to oversee implementation of regulations, bylaws, and SCFHS standards.	<ul style="list-style-type: none"> <li>The appointment of a designated program director and a specialized committee for the program.</li> <li>The presence of a team responsible for responding to trainees inquiries.</li> </ul>
1-2	Adequate numbers of qualified personnel shall be available to deliver educational and training activities of the program, consistent with the nature and requirements of each program.	<ul style="list-style-type: none"> <li>Provide sufficient number of qualified speakers and trainers assigned to deliver the program, supported by submission of their CVs.</li> </ul>
1-3	An appropriate environment shall be provided to ensure the quality of education and training within the program.	<ul style="list-style-type: none"> <li>The availability of training tools and equipment consistent with the nature and requirements of each program.</li> <li>The presence of a dedicated team responsible for the development and maintenance of electronic educational materials.</li> </ul>
1-4	The program management shall adhere to intellectual property rights for all content submitted for accreditation.	<ul style="list-style-type: none"> <li>Adoption of appropriate methods to ensure the protection of intellectual property rights for all program content.</li> <li>An up-to-date list of the program's scientific references shall be maintained and made available.</li> </ul>

No.	Standard	Verification Process
2	<b>Program Quality Assurance</b>	
2-1	The program team ensures the program's quality and the achievement of optimal educational and training outcomes.	<ul style="list-style-type: none"> <li>• The development of appropriate educational content.</li> <li>• Integration of appropriate and effective instructional methodologies to enhance learning outcomes.</li> <li>• A verification mechanism is in place to ensure secure and authorized trainee access.</li> </ul>
2-2	The program ensures effective achievement of its objectives in alignment with regulatory standards and requirements.	<p>A final report is submitted at the end of each program, including:</p> <ul style="list-style-type: none"> <li>• An evaluation of the program by the program's scientific committee.</li> <li>• Competency assessment results demonstrated trainees' achievement.</li> <li>• Trainees' evaluation of the program, including feedback on the content, speakers, and overall organization.</li> <li>• An improvement plan developed from the program evaluation results.</li> </ul>

No.	Standard	Verification Process
3	<b>Managing the Training Process of the Program</b>	
3-1	Trainee admission requirements shall be clearly defined and aligned with the nature of the program.	<ul style="list-style-type: none"> <li>Establishment of clear and equitable requirements for trainee admission.</li> </ul>
3-2	Assessment methods for trainees are to be established during the design phase of the program.	<ul style="list-style-type: none"> <li>Clearly define the methods and tools used for accurate assessment in alignment with the nature of the program.</li> <li>A process is established to provide feedback and evaluate trainees' performance and progress.</li> <li>A system is established to record and track each trainee's learning journey and performance.</li> </ul>
3-3	Advance communication of learning objectives, expected outcomes, and competencies to trainees shall be ensured.	<ul style="list-style-type: none"> <li>Objectives, outcomes, and competencies shall be clearly communicated and made accessible to trainees</li> <li>The program shall verify trainee awareness of objectives through acknowledgment or pre-program assessment.</li> </ul>
3-4	Professional competence acquired after program completion shall be maintained and sustained.	<ul style="list-style-type: none"> <li>The validity period of the Professional Competency Certificate shall be defined.</li> <li>The maintenance requirements for the Certificate shall be specified.</li> </ul>
3-5	The program shall include diverse instructional methods that ensure the achievement of its objectives and outcomes	<ul style="list-style-type: none"> <li>The scientific or training program shall be provided.</li> <li>The instructional methods whether practical or theoretical, shall be specified.</li> <li>Active learning strategies shall be incorporated into program development.</li> </ul>

No.	Standard	Verification Process
4	<b>Program Content</b>	
4-1	Program content shall be structured to ensure the development of defined competencies upon completion.	<ul style="list-style-type: none"> <li>• Tools used for needs assessment shall be specified.</li> <li>• Learning needs shall be identified.</li> <li>• Program objectives and outcomes shall be defined in alignment with the intended competencies.</li> </ul>
4-2	The duration of the specialized professional program shall be defined to ensure achievement of its objectives and outcomes.	<ul style="list-style-type: none"> <li>• Program duration shall adequately support the development of specified competencies.</li> <li>• Program shall include a timeline that defines trainee activities, content, and tools appropriate to its learning units.</li> </ul>

No.	Standard	Verification Process
5	<b>Program Content</b>	
5-1	Program delivery and educational content shall remain free from commercial bias.	<ul style="list-style-type: none"> <li>Program team is required to complete a disclosure form to identify any financial relationships or potential conflicts of interest involving the responsible individuals or program team members.</li> </ul>
5-2	Disclosure of financial relationships and conflicts of interest with commercial entities shall be required from all responsible individuals and program team members.	<ul style="list-style-type: none"> <li>All content and educational materials shall be reviewed to ensure they are free from commercial bias.</li> <li>Any commercial entity providing support to the program shall be disclosed, accompanied by a statement confirming that the content has not been influenced by this relationship.</li> <li>Instructors shall disclose, at the start of each session, any financial relationships or conflicts of interest with related commercial entities.</li> <li>The sources referenced in the scientific content must be clearly cited, especially when using educational materials or studies provided by commercial entities.</li> </ul>
5-3	Program content shall be free from commercial influence, ensuring clear separation between educational material and product promotion or advertising.	<ul style="list-style-type: none"> <li>The program does not include any promotion of commercial products or services, whether directly or indirectly.</li> </ul>





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