

The ANP Accreditation Handbook

Naturopathic

Quality & Education Standards

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The ANP Accreditation Handbook

The primary function of the Association of Naturopathic Practitioners (ANP) is to assist its members in maintaining the highest standard of competence. It offers a wide range of benefits to its members and safe, competent, well-trained professionals for the public.

Along with the ANP's role as a professional membership body, the ANP also ensures that naturopathic training is delivered to the highest standard. Its role as an accreditation body is to ensure that educational courses are delivered to the highest quality and standard.

The Purpose of Accreditation at The ANP

The primary purpose of accreditation is to set the standard for education and training in naturopathic medicine.

Accreditation gives students the confidence that their training course meets the high standards established by the ANP. Accreditation also protects the public. It is essential that graduates entering the naturopathic industry are fully qualified and hold qualifications that ensure they are competent to practise.

The ANP Education Board

The ANP has appointed an education board to ensure that educational policies and standards are met and key board members have been appointed based on their qualifications and teaching experience. Representatives from each modality within Naturopathic Medicine have been appointed to support their specialisms within the field of Natural Medicine, including Naturopathy, Herbal Medicine, Acupuncture, Homeopathy, Health Coach and Natural Chef.

<https://theanp.co.uk/anp-education-board>

Applications for Accreditation

The ANP is set up to offer support and accreditation to training providers (TP) that have courses aligned to the correct qualification and level deemed appropriate for professionals with the Natural Medicine industry.

Training organisations are encouraged to contact the ANP if they would like their educational courses to be reviewed and accredited by the ANP. The ANP will review the TP's eligibility and confirm within 10 working days if they are a suitable TP to apply for ANP accreditation.

Initially an education provider should contact info@theanp.co.uk who will provide the necessary initial documents to start the accreditation process, along with timelines and costs for evaluation.

Making an Application

The TP should submit a formal application to the ANP, along with the designated accreditation fee.

The formal application will need to include a portfolio of evidence and documents that demonstrates its ability to successfully deliver a course in Natural Medicine that meets the ANP's standard of education.

Documents for Accreditation

Creating an accreditation portfolio for a naturopathic education training college involves several key sections to ensure comprehensive coverage of the institution's credentials, courses, faculty, facilities and compliance with accreditation standards.

The required documents should include:

[College Name] Accreditation Document

1. Introduction

Institution Name: [College Name]

Location: [Address]

Contact Information: [Phone, Email, Website]

Date of Establishment: [Date]

Document Date: [Current Date]

2. Institutional Overview

Mission Statement: [Insert Mission Statement]

Vision Statement: [Insert Vision Statement]

Core Values: [List of Core Values]

Educational Philosophy: [Brief description of the educational philosophy]

3. Governance & Administration

Board of Directors: [List of Board Members]

Administrative Structure: [Organizational Chart]

Key Administrative Personnel: [Names & Titles]

4. Program Offerings

Diplomas, Degrees and Certificates: [List of Programs, Degrees, and Certificates Offered]

Curriculum Overview:

[Summary of Curriculum for Each Program]

Clinical Training:

[Details on Clinical Training Opportunities]

5. Faculty

Faculty Qualifications:

[List of Faculty Members with Credentials]

Professional Development:

[Policies on Faculty Development]

6. Student Admissions

Admission Requirements:

[Detailed Admission Criteria]

Application Process:

[Step-by-Step Application Procedure]

Student Demographics:

[Statistics on Student Body]

7. Student Support Services

Academic Advising: [Description of Academic Advising Services]

Counselling Services: [Description of Counselling Services Available]

Support for Students

8. Facilities & Resources

Campus Description:

[Overview of Campus Facilities]

Library and Learning Resources:

[Details of Library and Learning Resources]

Clinics: [Descriptions of Clinical Facilities]

9. Financial Information

Tuition and Fees: [Detailed Breakdown of Tuition and Fees]

Financial Aid: [Information on Available Financial Aid and Scholarships]

Budget and Financial Health:

[Summary of Financial Health and Budget]

10. Continuous Improvement

Assessment and Exams: [Description of Assessment and Evaluation Processes]

Feedback Mechanisms: [Methods for Collecting and Using Feedback]

Quality Improvement Initiatives: [Ongoing and Planned Quality Improvement Initiatives]

11. Appendices

Supporting Documents: [List of Attached Supporting Documents, e.g., Staff CVs, Course Syllabi, Financial Statements]

Institutional Policies: [Copies of Relevant Institutional Policies]

Process for Accreditation

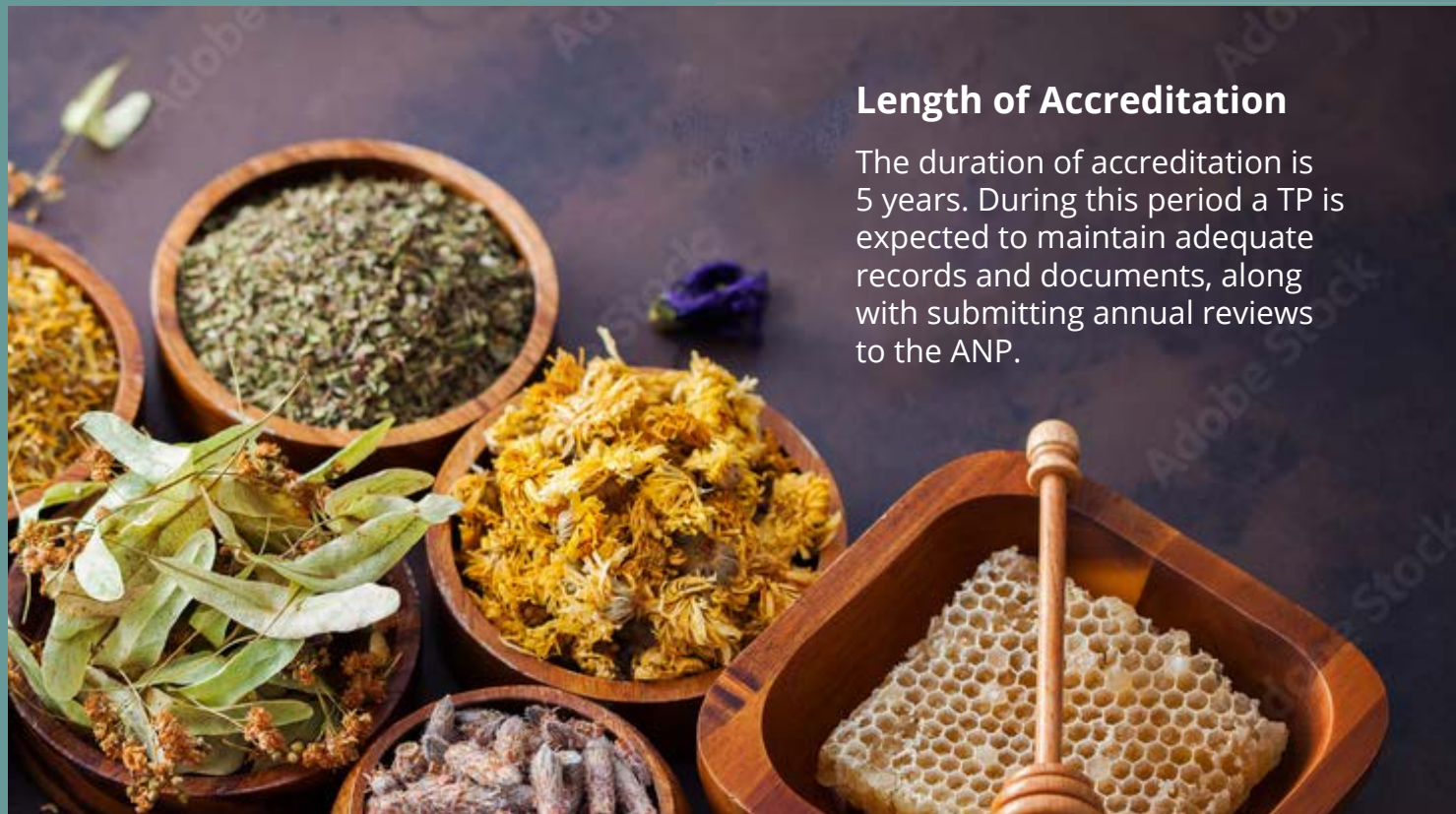
As part of the accreditation process, an appropriate ANP Education board member will be assigned to review the documents you have provided as part of your application.

Further information may be requested during this process, along with a site visit and/or investigations necessary to conduct a review of your application.

The final decision to accept the accreditation application will lie with the ANP's Education board. Once granted full accreditation, The ANP will award the TP a certificate of accreditation.

On successful accreditation, the TP will be able to use the ANP logo of accreditation on all course materials and outward facing platforms, including their website to demonstrate they have met the requirements of ANP Accreditation.

A successful TP will also be allowed to use the wording, *"This course in Naturopathy provided by xxxxxxxx has been fully accredited by The Association of Naturopathic Practitioners"*



Length of Accreditation

The duration of accreditation is 5 years. During this period a TP is expected to maintain adequate records and documents, along with submitting annual reviews to the ANP.

Annual Review

The TP should provide the following to the ANP on a yearly basis:

- Financial viability documentation
- Supporting documentation for changes in management/structure
- Course updates – see below
- Details of student enrolments and progression
- Evidence to support clinical education and training

Site visits may be deemed necessary if there are key changes to the TP operations or education. This will be addressed on a case-by-case basis, and if required two members of The ANP Education Board will be appointed to review the TP in detail.

Course updates

Any substantial changes to the course curriculum or updates should be flagged with The ANP as part of the annual review for accreditation. TPs should provide the necessary supporting documentation to demonstrate that their course changes/updates still align with the required training standards.

Reaccreditation of courses

TPs must re-apply for accreditation within 12 months of their accreditation expiry, and no less than 3 months before the expiry date. The TP should notify the ANP of their intention to re-apply, and the re-commencement of the accreditation process will involve a new submission, including supporting documentation.

Withdrawal of Accreditation Status

TPs can notify the ANP if they would like to withdraw their accreditation status. Any withdrawals should be made in writing to: education@theanp.co.uk

If a withdrawal is made during the 5-year accreditation period, the ANP has discretion on whether fees paid will be partially refunded or not refunded at all. The accreditation will be suspended, and the TP should take down any ANP branded materials or logos that signal to the public that their courses have ANP accreditation status.



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ANP Complaints Procedure

The ANP has a formal complaints committee whereby members of the public can make a complaint against an accredited institution or a practitioner/member of the ANP.

In order to lodge your grievance with the ANP, you will need to complete a form outlining the nature of your grievance and supply any supporting evidence to info@theanp.co.uk

Complaints are dealt with promptly, and our committee will review each complaint on a case-by-case basis and respond within 10 working days. Depending on the situation, The ANP will mediate or respond directly to those involved. ■



Supporting Practitioners Since 2001



Apply for a membership
theanp.co.uk/membership/

Contact us

✉ info@theanp.co.uk

☎ 020 3319 9315

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