

**STANDARDS SETTING AND DEVELOPMENT  
COMMITTEE (SBGK) WORKING DIRECTIVE**

**HEPDAK**  
**STANDARDS SETTING AND DEVELOPMENT COMMITTEE (SBGK) WORKING**  
**DIRECTIVE**

**ARTICLE 1. Basis and Purpose**

This directive has been prepared in accordance with Article 9 of the Nursing Education Programs Evaluation and Accreditation Association (HEPDAK) Working Regulation. Its purpose is to determine the principles regarding the functioning of the commission that will work as the body of HEPDAK and the procedures to be used in determining and changing the standards.

**ARTICLE 2. Scope**

This directive covers the issues needed in the process of determining, developing and evaluating the standards with the decision of the Board of Directors regarding the functioning of the commission.

**ARTICLE 3. Definitions and Abbreviations**

The abbreviations and definitions used in this directive are given below:

**HEPDAK** Association for Evaluation and Accreditation of Nursing Education Programs

**HEPDAK-YK:** Board of Directors of the Association for Evaluation and Accreditation of Nursing Education Programs

**HEAK:** Nursing Education Programs Accreditation Board

**SBGK:** Standards Setting and Development Commission

**EK:** Education Commission

**CPSI** Continuous Improvement Commission

**IAC** International Relations Commission

**TS:** Basic Standard

**SDR** Self Evaluation Report

**ARTICLE 4. Accreditation Standards**

Accreditation standards are used in program evaluation and monitoring by HEPDAK within the scope of accreditation of nursing education programs. The standards define the minimum requirements for accreditation of education programs. These standards aim to support the quality and continuous improvement of nursing education programs to meet the expectations of stakeholders.

## **ARTICLE 5. Structure of Standards**

The HEPDAK Standards consist of the Core Standards (TS) that must be "absolutely" met by the institution applying for accreditation of the training program.

## **Rationale for Setting and Updating Standards**

Standards are reviewed annually for improvement and once every four years for updating. In this process, existing standards can be improved, new basic standards can be determined according to the requirements of the program, and new standards can be added to improve the quality of the program. The reasons for updating the standards are given below:

- a) Changing legislation on health, education and nursing.
- b) Changing expectations of society from nursing profession and education.
- c) Changes in the application areas of nursing profession.
- d) Changing approaches in nursing education.
- e) Changes in nursing competencies.
- f) Stakeholder views.
- g) The need to clarify and understand standards that are perceived differently by HEPDAK bodies, assessors or institutions.

## **ARTICLE 7. Members of the Standards Setting and Development Commission**

HEPDAK-YK establishes the SBGK to evaluate the proposals for amendments to the standards submitted to it by HEAK and through other channels and to carry out the work on this issue. The Commission consists of at least seven (7) members. This commission elects a chairman, a secretary and a vice-chairman who will be the chairman of the next term for three (3) years. A member whose term expires automatically ceases to be a member of the commission. The same member may serve in the commission again. In case of resignation from the commission membership for any reason before the end of the term of office, the Board of Directors appoints a new member. The student member can be one (1) second/third year nursing student or graduate student who is recommended by nursing undergraduate programs and assigned by HEPDAK-EC. The student's commission membership is for two (2) years. A new student member is elected to replace the student whose term expires.

Except for the student member, the other members are appointed by the HEPDAK-EC from among the candidates proposed by the HEAK for a term of three (3) years as described below.

- At least four (4) faculty members (one of whom is a member of the board of directors) from nursing departments, each from a separate department and a separate institution
- At least one (1) nurse member (other than the head nurse/nursing services manager)
- One (1) HEAK member
- One (1) student member
- At least one representative from stakeholder organizations [Turkish Nurses Association (THD), Higher Education Council (YÖK), Ministry of Health, Nursing Education Association (HEMED), Turkish Health Services Quality and Accreditation Institute (TÜSKA)]

- If needed, at least one representative member from other stakeholder organizations, provided that the proposal submitted by HEAK to HEPDAK-EC is accepted

## **ARTICLE 8. Duties of the Standards Setting and Development Commission**

Duties of the CPSU;

- a) To determine national standards for nursing education programs in our country by evaluating universal rules and standards together with national requirements and to submit them to HEPDAK-YK.
- b) To make the relevant arrangements in line with the feedback on the evaluation of the standards submitted to the Continuous Improvement Commission and to submit them to the HEPDAK-EC.
- c) In the information meetings planned upon the requests of the institutions, the standards To take responsibility for the preparation and presentation of presentations that will facilitate understanding.
- d) To cooperate with the relevant commissions (SUIK, EK) in updating the Self Evaluation Report Preparation Guide.
- e) Submit annual activity reports to HEPDAK -YK every six months.

## **ARTICLE 9. Working Principles of the Standards Setting and Development Commission**

- a) Proposals submitted to the SBGK by the CPSU are first discussed by the commission.
- b) A work plan is prepared for the recommendations that need to be worked on by the SBGK. A justified report is prepared for the recommendations that are not deemed necessary to be worked on by HEPDAK. -It is forwarded to the SC.
- c) Draft standard proposals finalized by the SBGK are forwarded to HEPDAK -YK for stakeholder feedback.
- d) SBGK prepares the final draft of the standards, taking into account the feedback received, and submits it to HEPDAK-YK.
- e) Updates the Self-Assessment Report Preparation Guide and submits it to HEPDAK-EC.

## **ARTICLE 10. Finalization of Standards**

The draft standards forwarded by the SBGK to the HEPDAK-YK are discussed by the HEPDAK-YK and finalized after they are decided.

## **ARTICLE 11. Entry into Force of Standards**

The finalized standards enter into force from the evaluation period starting in the year following the calendar year in which the HEPDAK-EC decision was taken. If necessary, the HEPDAK-EC may set the effective period for further assessment periods or define transition periods between the old and new standards, during which institutions are given the opportunity to choose between them.

## **ARTICLE 12. Announcement of Standards**

Finalized standards are announced on the HEPDAK website with their effective dates. They are also communicated to educational institutions.

### **ARTICLE 13. Amendments to the Directive**

Proposals for amendments to this directive are submitted by the SBGK to the HEPDAK-YK. The prepared proposals are included in the agenda of the HEPDAK-EC and decided upon.

### **ARTICLE 14. Enforcement and Execution**

- a) This directive enters into force as of the date of approval by the HEPDAK-EC.
- b) The provisions of this directive shall be executed by the SBGK President.
- c) The HEPDAK Working Regulations and the decisions of the HEPDAK Executive Board shall be taken into consideration in all matters other than the provisions of this Directive.