



ACCREDITING BUREAU OF HEALTH EDUCATION SCHOOLS
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As a leader in health education accreditation for over 40 years, ABHES has been nationally recognized by the U.S. Secretary of Education as a private, non-profit, independent accrediting agency since 1968. It has been at the forefront of advancing the quality of health education programs throughout the country.

ABHES enhances the quality of education and training and promotes institutional and programmatic accountability through systematic and consistent program evaluation. Its key is to assure the quality of the programs it accredits, and assist in the improvement of the programs. This quality-determination is accomplished by rigorous and systematic evaluation based on valid standards.

Placement Statistics

Include all students who completed all requirements and graduated between July 1, 20XX and June 30, 20XX, regardless of when they enrolled.

The following formula is used to calculate a program's placement rate:

$$(F + R) / (G - U) = P \%$$

- F = Graduates placed in their field of training**
- R = Graduates placed in a *related* field of training**
- G = Total graduates**
- U = Graduates unavailable for placement**
- P = Placement percentage**

F, # of graduates placed in their field of training - Refers to graduates gaining employment in the field for which the student was specifically trained. For any graduate listed as self-employed, the institution may be requested to submit additional documentation to support that job title.

R, # of graduates placed in a related field of training - Refers to a position wherein the graduate's job functions are directly related to the skills and knowledge acquired through successful completion of the training program. For example: A Medical Assisting program graduate who obtains a job as a Medical Coder. Rationale and additional documentation, such as a job description showing program skills as duties or employer verification that the graduate was hired due to the program's training, may be requested to support a related field placement categorization.

G, Total # of graduates - Refers to any student who has met all completion requirements and has received their diploma, certificate, or degree during the enrollment period July 1, 20XX to June 30, 20XX.

U, # of graduates unavailable for placement - Refers to graduates who are unavailable for placement due one of the following reasons, continuing education, health-related issues (including death), military obligations, and/or incarceration. For any graduate listed as unavailable, additional documentation may be requested to justify this placement categorization.

Important Note: Institutions may not count a graduate as unavailable for placement if the graduate has signed a "waiver" declining placement assistance. These students must be counted in the "not placed or placed out of field" category. If a student declines placement assistance, but is currently employed in the field or a related field, the institution should count them as placed because the graduate is using the skills learned at the institution.

P, Placement Percentage - Refers to the program's placement rate. This will be automatically calculated based on your entries.

If the placement rates in one or more program falls below 70% for the reporting period, the institution will be required to submit an action plan as part of its annual report. The action plan section will appear automatically for each outcome reported below 70%.