



Joint Review Committee on Education in Radiologic Technology (JRCERT) Process for Reporting Allegations

I. Important Notes

1. The JRCERT cannot advocate on behalf of any student(s). An investigation into allegations of non-compliance addresses only the program's compliance with accreditation standards and will not affect the status of any individual student.
2. The investigation process may take several months.
3. The JRCERT will not divulge the identity of any complainant(s) unless required to do so through the legal process.

II. Process

1. Before submitting allegations, the individual must first attempt to resolve the complaint directly with program/institution officials by following the due process or grievance procedures provided by the program/institution. Each program/institution is required to publish its internal complaint procedure in an informational document such as a catalog or student handbook (Standard One, Objective 1.1).
2. If the individual is unable to resolve the complaint with program/institution officials or believes that the concerns have not been properly addressed, he or she may submit allegations of non-compliance to the JRCERT:

Chief Executive Officer
Joint Review Committee on Education in Radiologic Technology
20 North Wacker Drive, Suite 2850
Chicago, IL 60606-3182
PH: (312) 704 – 5300
Fax: (312) 704 – 5304
Email: mail@jrcert.org

3. The Allegations Reporting Form must be completed and sent to the above address with required supporting materials. All submitted documentation must be legible.
4. Forms submitted without a signature or the required supporting material will not be considered.
5. If a complainant fails to submit appropriate materials as requested, the complaint will be closed.

The Higher Education Opportunities Act of 2008, as amended, provides that a student, graduate, faculty, or any other individual who believes he or she has been aggrieved by an educational program or institution has the right to submit documented allegation(s) to the agency accrediting the institution or program.

The JRCERT, recognized by the United States Department of Education for the accreditation of radiography, radiation therapy, magnetic resonance, and medical dosimetry educational programs investigates allegation(s) submitted, in writing, signed by any individual with reason to believe that an accredited program has acted contrary to the relevant accreditation standards or that conditions at the program appear to jeopardize the quality of instruction or the general welfare of its students.



Joint Review Committee on Education in Radiologic Technology (JRCERT) Allegations Reporting Form

I. General Information	
Name of Complainant	
Address	
Signature	
Date	

II. Institution Sponsoring the Program	
Name	
City and State	
Type of Program	<input type="checkbox"/> Radiography <input type="checkbox"/> Radiation Therapy <input type="checkbox"/> Magnetic Resonance <input type="checkbox"/> Medical Dosimetry

III. Required Information
<ol style="list-style-type: none">1. Attach a copy of the program's publication that includes the due process or grievance procedure.2. Provide a narrative that identifies what you did at each step of the due process or grievance procedure, copies of materials you submitted as part of your appeal, and copies of correspondence you received in response to your appeal.3. List the specific objective(s) from the accreditation standards (available at www.jrcert.org/jrcert-standards) and indicate what the program is alleged to have done that is not in compliance with the cited objective(s). <p>Example</p> <p><u>Objective:</u> 5.4 direct supervision pre-competency</p> <p><u>Allegation:</u> Students often do patient exams without supervision before they have completed a competency check-off.</p>

IV. Identify what was done at each step of the due process or grievance procedure (remember to attach copies of materials you submitted as part of your appeal and copies of correspondence you received in response to your appeal).

V. List the specific objective(s) from the accreditation standards (available at www.jrcert.org/jrcert-standards) and indicate what the program is alleged to have done that is not in compliance with the cited objective(s).