



Program Annual Report

Deadlines for Submission

The completed 2023 Program Annual Report must be submitted as follows:

- Final 2023 class graduation between January 1 and September 30, 2023 - due date: **October 11, 2024**
- Final 2023 class graduation between October 1 and December 31, 2023 - due date: **January 17, 2025**

If programs have not previously had graduation dates of October 1 or later and require a due date of January 17, 2025, the program must notify the office.

Programs are encouraged to complete and submit the annual report as soon as all data becomes available.

Website Updates

Programs are reminded to update their websites with 2023 data utilizing the JRCERT Program Effectiveness Data template available [here](#).

Additionally, programs are required to publish the following statement with a link to their individual program information page on the JRCERT website:

The (radiography/radiation therapy/magnetic resonance/medical dosimetry) program is accredited by the Joint Review Committee on Education in Radiologic Technology
20 North Wacker Drive, Suite 2850
Chicago, IL 60606-3182
312-704-5300
Email: mail@jrcert.org

The program's current award is (8 years/5 years/3 years/Probation/Administrative Probation). General program accreditation information and the current accreditation award letter can be found [here](#). **Programs must include the hyperlink to their unique program information page found on the JRCERT website. Your individual program page may be found using the Find a Program feature at <https://www.jrcert.org/find-a-program/>.**

Programs will need to provide the link to their updated website on question 14 of the annual report.

General Information

- Calculating five-year averages when all data is not available— the five-year averaging of program effectiveness data is based upon the most recent five consecutive years. The current five-year reporting period is 2019-2023. If data for all five years is not available, e.g. alternate year enrollments, use “0” in calculating a five-year average benchmark.

Example of Five-Year Average, All Data Not Available

Year	# Taking Exam	# Passing on 1st Attempt	% Passing
2019	0	0	0%
2020	49	40	82%
2021	0	0	0%
2022	20	20	100%
2023	0	0	0%
TOTALS	69	60	60 / 69 = 87%

- **Pre-existing programs with historical data** - Programs that existed prior to applying to the JRCERT for accreditation must complete the entire annual report and report all available data from historical information for the reporting period 2019 – 2023.
- **Transfer programs** - Consistent with JRCERT Policy 11.400, Procedures 11.402B, the JRCERT does not require that historical Program Effectiveness Data (credentialing examination pass rate, job placement rate, and program completion rate) be transferred to the new sponsor, unless the terminal award is the same.
- **Transfer/New programs with less than five years of data** – New programs or programs that have transferred sponsorship that do not have five years of data should identify five-year average credentialing examination pass rates and five-year average job placement rates as “0”. To promote transparency and accountability, programs with less than five years of data should publish available data on the program’s website.
- **Calculating five-year averages** - Programs are cautioned not to average annual percentages; please use the five-year annual raw data. Averaging percentages works only if the same number of graduates take the examination every year. See the sample calculation below.

Correct Method of Calculating Five-Year Averages

Year	# Taking Exam	# Passing on 1st Attempt	% Passing
2019	36	36	100%
2020	49	40	82%
2021	50	30	60%
2022	20	20	100%
2023	52	39	75%
	207	165	165/207 = 79.7% or 80%

- **Credentialing exam report submission**
 - **Radiography, radiation therapy, and magnetic resonance programs** - The program must provide a copy of the Candidate Exam Results report from the American Registry of Radiologic Technologists (ARRT). This can be obtained at www.arrt.org, program director page. Make certain of the following:

- Generate the report based on **graduation date**.
 - The correct examination date range to enter is 1/2019 - 12/2023.
 - Remove (line out) all graduates that took the examination more than six months post-graduation and show your calculation at the bottom of the report to be uploaded.
- **Medical dosimetry programs** - The Medical Dosimetrist Certification Board (MDCB) reports provide the results of both the first and subsequent attempts. The program must clearly identify information as follows:
- The number of graduates who took the examination during each year of the reporting period (2019 – 2023),
 - The number of graduates who passed on the first attempt during each year of the reporting period (2019 – 2023), and
 - The calculated five-year average.

Completion of “Program Effectiveness Data” Section

Please Note: There have been several changes to the Program Annual Report Form. Programs will enter in all raw data and the form will automatically calculate percentages for all metrics. The JRCERT has published a module called “[Calculating Program Effectiveness Data](#)” to assist program officials in understanding how to calculate program effectiveness data.

Program Annual Report

Close
Save and Continue

Program Effectiveness Data
Annual Report Questions
Summary

New Enrollments in 2023 <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Students Completed <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Students Passed (5 yrs) <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Graduates Employed (5 yrs) <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>
Number of Graduates in 2023 <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Students in Cohort <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Students Tested (5 yrs) <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Number of Graduates Seeking Employment (5 yrs) <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>
Annual Program Completion Rate Benchmark % <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Annual Program Completion Rate (PCR) % <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Five-Year Average Credentialing Examination Pass Rate % <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>	Five-Year Average Job Placement Rate (JPR) % <input style="width: 90%; height: 20px; border: 1px solid #ccc;" type="text"/>

Programs must attach a copy of the credentialing examination pass rate report for the appropriate five year reporting period (Document must be in PDF Format only) *

Add files

New Enrollments in 2023

- Enter the total number of students newly enrolled in the program during the calendar year 2023

Number of Graduates in 2023

- Enter the total number of graduates from all cohorts that graduated in the calendar year 2023.

Annual Program Completion Rate (PCR) - is defined as the number of students who complete the program within the stated program length compared with the number of students who initially started with the cohort.

- Programs are free to determine the entry point (e.g., required orientation date, final drop/add date, final date to drop with 100% tuition refund, official class roster date, etc.) used to calculate the number of students that began the program.

Annual Program Completion Rate Benchmark %

- Enter the program-established annual benchmark for program completion rate.

Number of Students Completed

- Enter the number of students who completed the program in 2023 within the stated program length.

Number of Students in Cohort

- Enter the number of students who initially started with the cohort(s) that completed in 2023.
- When calculating the total number of students enrolled in the program (denominator) programs need not consider students who attrite due to nonacademic reasons such as
 - Financial, medical/mental health, or family reasons
 - Military deployment
 - Change in major/course of study
 - Other reasons an institution may classify as a nonacademic withdrawal

Annual Program Completion Rate (PCR) %

- This field will automatically calculate the percentage based on the raw data.

Credentialing Examination Pass Rate - for radiography, radiation therapy, and magnetic resonance credentialing examination pass rate is defined as the number of student graduates who pass, on the first attempt, the American Registry of Radiologic Technologists (ARRT) examination or an unrestricted state licensing examination, compared with the number of graduates who take the examination within six months of graduation. For medical dosimetry the credentialing examination pass rate is defined as the number of graduates who pass the Medical Dosimetrist Certification Board (MDCB) credentialing examination, on the first attempt, within the next testing cycle after graduation.

Number of Students Passed (5 yrs)

- Enter the total number of students who passed the credentialing examination on first attempt for examinations taken within six months of graduation (or within the next testing cycle after graduation for medical dosimetry) during the 2019 - 2023 reporting period.

Number of Students Tested (5 yrs)

- Enter the total number of students who took the credentialing examination within six months of graduation (or within the next testing cycle after graduation for medical dosimetry) during the 2019 - 2023 reporting period.

Exclusions:

- **Radiography, radiation therapy, and magnetic resonance program** graduates taking the examination greater than six months post-graduation must be excluded from the total number of graduates taking the examination as well as from the pass/fail rate calculation provided on the report.
- **Medical dosimetry programs** graduates taking the examination beyond the next testing cycle post-graduation must be excluded from the total number of graduates taking the examination as well as from the pass/fail rate calculation provided on the report.

Five-Year Average Credentialing Examination Pass Rate %

- This field will automatically calculate the percentage based on the raw data.

Job Placement Rate (JPR) - is defined as the number of graduates employed in the radiologic sciences within twelve months of graduation compared to the number of graduates actively seeking employment in the radiologic sciences.

Number of Graduates Employed (5 yrs)

- Enter the total number of graduates employed in the radiologic sciences within 12 months of graduation for the 2019 - 2023 reporting period.
- Graduates should be counted as employed only if employed in the specific field from which they have graduated (employment in CT would be considered part of the Radiography field).
- Full- time, part-time, PRN, etc. are all considered as “Employed.”

Number of Graduates Seeking Employment (5 yrs)

- Enter the total number of graduates who actively sought employment in the radiologic sciences for the 2019 - 2023 reporting period.
- Use only the number of students who actively sought employment in the specific field for the years 2019 - 2023. This number may not be the same as the number of graduates during this period. **For example**, if the radiography program had ten graduates in a particular year; however, two enrolled in a radiation therapy program, one was offered a position in a town 20 miles away but was unwilling to travel that far for a position, and one was deployed to the military, the program would only report those graduates that actively sought employment.

Example:

- 10 Graduates of a radiography program
 - 2 (enrolled in radiation therapy program)
 - 1 (declined a position due to location)
 - 1 (deployed) =
- 6** graduates that actively sought employment

The JRCERT has defined “**not actively seeking employment**” as:

- 1) Graduate fails to communicate with program officials regarding employment status after multiple attempts **OR**
- 2) Graduate is unwilling to seek employment that requires relocation, **OR**
- 3) Graduate is unwilling to accept employment due to salary or hours, **OR**

- Once the response to the question is complete (either Yes or No), change the Response Status to “Final” and then click “Save and Close.”

76/3000 12 WORDS. POWERED BY TINY

Supporting Documents (PDF Only) Add files

There are no folders or files to display.

Response Status

Final

Select

Pending

Draft

Final

- Complete all questions in the same manner, changing all response statuses to Final.
- Once all response statuses are final, click on Save and continue. On the summary page, you can download a copy of your report for review. Once you are ready to submit, please click on the “Submit” button to send to the office.

Summary

Previous **Download Report**

Program Effectiveness Data Annual Report Questions **Summary**

Any incomplete items will be identified below once you press Submit. If all Response Statuses are "Final", the Annual Report will be sent to the JRCERT office and you will receive an email copy of the report. You CANNOT edit this report once it has been submitted.

Submit

Notes and Important Reminders:

- All programs will need to provide the total number of didactic courses in the professional curriculum (excluding the general education component) for question #8a
- All programs will need to provide the total number of distance education (DE) courses (see the JRCERT definition of a DE course in [Policy 10.800, Policy Statement 10.803](#)) in the professional curriculum (excluding the general education component) for question #8b.
- All programs will need to provide the month(s) of graduation for all cohorts in 2023 for question #11.
- All programs will need to provide documentation of employment verification for students graduating during 2023 for question #13.
- As mentioned above, the program website must be updated with the 2019 - 2023 program effectiveness data. The program must utilize the PED template, available [here](#). The template must be easily accessible from the program’s homepage.

- Additionally, the program must publish the following statement with a link to their individual program page on the JRCERT website:

The (radiography/radiation therapy/magnetic resonance/medical dosimetry) program is accredited by the Joint Review Committee on Education in Radiologic Technology
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All programs will need to provide the link to their updated website for question #14.

- All programs will need to complete the [Program Information Update Form](#) and upload to question #15.
- Correspondence related to the annual report will be sent when the JRCERT is requesting additional and/or clarifying information, and when the report is complete. Once reviewed, the new Program Effectiveness Data will be made available on the JRCERT website.