Thailand Nursing and Midwifery Council
Assessment Form for Accreditation of Nursing and Midwifery Educational Institution
(institution which students already graduated)

Name of Educational Institution ……………..……………………………………………………………………………………..

Active curriculum ……

Group of people whom the visiting team met ……………………………………………………………………………………….

Names of visiting team ……

Date/month/year of the visit ……

Total numbers of faculty members of the curriculum …………….. Number of those whose qualification met the criteria …………….

Number of students year 1,………….……………, 2………….……………., 3……………..…….. , 4 ………………………..

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
1. Organization and administration	**Indicator 1** Organization administration (General criteria) (scores = 15)	1) Have administrative system that is consistent with mission of educational institution. 2) Have strategic plan and annual operational plan. 3) Have risk administration system. 4) Have a plan to allocate budget to all missions, analyze and assess the use of budget of all missions and use of assessment results for budget planning for the next year. 5) Administrators at the deputy level have all the required properties stated in the TNMC Regulation on criteria for accreditation, 2017.	☐ No evidence (0) ☐ Have item 1 (3) ☐ Have item 1 and one more (6) ☐ Have item 1 and two more (9) ☐ Have item 1 and three more (12) ☐ Have all items (15)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
1.Organization and administration	**Indicator 2** Property of the administrator of nursing educational institution (Key criteria) (scores =10)	1) Have a valid license to practice as professional nurse and midwife, level I work full time at the educational institution and have property as stated in the TNMC Regulation on criteria for accreditation, 2017. 2) Have qualification not lower than Master's degree in Nursing/ Health Science/ Administration/ Education/ or have academic rank not less than Associate Professor in Nursing. 3) Have teaching experience in the nursing educational institution at least 5 years. 4) Hold administrative position in nursing education at least 2 years	☐ No item 1 (0) ☐ Have item 1 (3) ☐ Have item 1 and 2 (6) ☐ Have item 1,2 & 3 (8) ☐ Have all items (10)		
1.Organization and administration	**Indicator 3** Information technology system for administration and for decision making (Key criteria) (scores=10)	1) Have information technology system for decision making in administration. 2) Have information technology system for decision making in teaching learning. 3) Have information technology system for decision making in research. 4) Have information technology system for academic community service. 5) Have information technology system for maintenance of arts and culture.	☐ No data (0) ☐ Have 1 item (2) ☐ Have 2 items (4) ☐ Have 3 items (6) ☐ Have 4 items (8) ☐ Have all items (10)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
2. Faculty members	**Indicator 4** Qualification of faculty members of the curriculum (general criteria) (scores = 10)	Percentage of faculty members of the curriculum who have doctoral degree in all disciplines not less than 40%	Use rule three. Percentage of faculty members of the curriculum who have doctoral degree compared to standard criteria which is equal to the score of 10, the scores earned is....		
2. Faculty members	**Indicator 5** Ratio number of faculty members to number of full time equivalent students (key criteria) (scores = 20)	Criteria Ratio number of faculty members to full time equivalent students, not more than 1:5	☐ > 1.9 (0) ☐ 1:8 (8) ☐ 1:7 (14) ☐ 1:6 (20)		
2. Faculty members	**Indicator 6** Proportion of faculty members of the curriculum to total faculty members (general criteria) (scores= 10)	Percentage of nursing faculty members of the curriculum to the total of nursing faculty members. 100% = 10 scores	Use rule of three. Compare percentage of faculty members of the curriculum that 100 percents equals to the scores of 10, the score earned is....		
2. Faculty members	**Indicator 7** Planning and development of faculty members (general criteria) (scores = 10)	1) Have short and long term plan of number of faculty members. 2) Have system to measure and mechanism to monitor workload of faculty members to improve quality of education, research and academic community service 3) Have a faculty member development plan including number, qualification and academic rank based on the institutional requirement to promote competencies in teaching learning, research and academic community service.	☐ No evidence of the action taken (0) ☐ Have done 1 item (2) ☐ Have done 2 items (4) ☐ Have done items (6) ☐ Have done 4 items (8) ☐ Have done 5 items (10)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
2. Faculty members	**Indicator 7** Planning and development of faculty members (general criteria) (scores = 10)	4) Have implement the plan, evaluate the actions and use the results have for improvement. 5) Have a system to recognize and honour faculty members to stimulate and support education, research and academic community service.			
3. Curriculum and teaching learning	**Indicator 8** Curriculum Administration (Key criteria) (scores = 15)	1) Implement standardized curriculum that is revised every 5 years. 2) Have system and mechanism to monitor curriculum administration and management to ensure quality. 3) Have educational management plan and plan for practice of students of all levels throughout the curriculum.	☐ No evidence (0) ☐ Have conducted item 1 (5) ☐ Have conducted item 1 and 2 (10) ☐ Have conducted all (15)		
3. Curriculum and teaching learning	**Indicator 9** Outcomes of curriculum implementation based on national standard framework of qualification of higher education (key criteria) (scores = 10)	Part 1 Outcomes of the implementation of the Bachelor of Nursing Science curriculum based on national standard framework of qualification of higher education (scores = 5) Part 2 Use outcomes of curriculum implementation to improve the implementation	Part 1 ☐ Have done less than 80% (0) ☐ Have done 80% (3.5) ☐ Have done 80.01-89.99 % (4) ☐ Have done 90.00-94.99% (4.5) ☐ Have done 95.00-99.99% (4.75) ☐ Have done 100% (5) Part 2 ☐ No evidence (0) ☐ Have evidence (5)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores

4. Students and development	**Indicator 10** Student development (general criteria) (scores=10)	Case 1 Educational institution uses internal quality assurance system for faculty level set by the Higher Education Office: use results of baccalaureate students' activities x 2
		
		Case 2 Educational institution uses other system of internal quality assurance for faculty level: use scores based on criteria set by Higher Education Office for baccalaureate students' activities with the following detail
		1) Develop student development plan for a whole picture of the faculty with student's participation in planning and conducting activities
		2) In the student development plan, there are activities to promote desirable property of students based on learning standards of qualification standard criteria which consist of 5 areas:
		  (1) moral and ethics,
		  (2) knowledge,
		  (3) wisdom,
		  (4) internal human relationship and responsibilities.
		  (5) Skills in mathematic analysis, communication and information technology
		3) Arrange activities to provide knowledge and skills in quality assurance to students.
			Case 1 use assessment results of the baccalaureate student activities and multiply the scores by 2 the score earned is....
			
			Case 2
			☐ No evidence (0)
			☐ Conduct 1 item (2)
			☐ Conduct 2 items (2)
			☐ Conduct 3-4 items (6)
			☐ Conduct 5 items (8)
			☐ Conduct all items (10)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
4. Students and development	**Indicator 10** Student development (general criteria) (scores=10)	4) Assess the implementation of all activities and use the results result outcomes to improve the implementation in the next time. 5) Assess the achievements based on the objectives of student development plan 6) Use the assessment results to improve the student development plan or activities.			
4. Students and development	**Indicator 11** System for caring and counselling students (general criteria) (scores=5)	Case 1 Educational institution use internal quality assurance for faculty level set by Higher Education Office: use assessment results of services for baccalaureate students Case 2 Educational institution uses other system of internal quality assurance for faculty level: use scores based on criteria set by Higher Education Office for student services which the following detail 1) Have service for academic and life skill counselling to students 2) Have data of other organizations which provide extra curriculum activities, full time and part time jobs 3) Have activities to prepare students to work after graduation	Case 1 use assessment results of services for baccalaureate students the score earned is.... Case 2 ☐ No evidence (0) ☐ Conduct 1 item (1) ☐ Conduct 2 items (2) ☐ Conduct 3-4 items (3) ☐ Conduct 5 items (4) ☐ Conduct all items (5)		

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Standard	Indicator	Criteria	Operation results	Data/observation	Scores
4. Students and development	**Indicator 11** System for caring and counselling students (general criteria) (scores=5)	4) Assess quality of activity arrangement and services for item 1 to 3, scores should be at least 3.51 from 5 5) Use assessment results from item 4 to improve service and information provision to raise the assessment results or meet students' expectation 6) Provide information and useful knowledge for working to alumni.			
5. Resources for nursing practice	**Indicator 12** Resources for nursing practice (general criteria) (scores =10)	1) Have main resources of nursing service covering all disciplines and been accredited for quality by national Organization. 2) Have resources for practice covering all levels of care including primary, secondary and tertiary care. 3) Resources for practice have adequate number for students' learning. 4) Have assessment of teaching learning of practice courses and resources for practice between educational institution and resources for practice. 5) Assessment results from item 4 have been used to improve teaching learning.	☐ No item 1 (0) ☐ Have item 1 (2) ☐ Have item 1 and one item (4) ☐ Have item 1 and two items (6) ☐ Have item 1 and three items (8) ☐ Have all items (10)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
5. Resources for nursing practice	**Indicator 13** Ratio of number of faculty members or registered nurses/ professional nurses who teach nursing practice to number of students (key criteria) (scores= 10)	1) Ratio of number of faculty members or registered nurses/professional nurses who teach nursing practicum to students in each practical course. 1.1) not more than 1:4 in case registered nurses/professional nurses working while teaching. 1.2) no more than 1:8 in case registered nurses/professional nurses not working while teaching. 2) Number of professional nurses/registered nurses who teach nursing practice while working or not working not more than 40% of number of faculty members for each practical course	☐ <75.00% of all courses (0) ☐ 75.00 - 99.99 % of all courses (5) ☐ 100% of all courses (10)		
6. Evaluation and curriculum outcomes	**Indicator 14** Percentage of students who undertake examination for registration and license to practice as professional nurse and midwife pass in the first year (Key criteria) (scores= 20)	Percentage of students who undertake examination for registration and license to practice as professional nurse and midwife and pass in the first attempt compared to a total number of graduated students who request for examination each year , counting from the latest year that the institution has been accredited for 3 years, 100%	☐ Lower than 70% (0) ☐ 70% and more use rule of three. Set number of students who pass in the first attempt counting from the latest year that the institution has been accredited for 3 years, 100% equals scores of 20 the scores earned are......		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
6. Evaluation and curriculum outcomes	**Indicator 15** Percentage of the students who graduate (general criteria) (scores = 10)	Percentage of the students who graduate compared to number of students registered for year 1 after the date to add or withdraw the course as per the institution rule of the batch that graduated in the last 3 years, 90%	Use rule of three: 90% of students graduated get scores of 10 the scores earned are.......		
7. Research, academic community service, and maintenance of arts and culture	**Indicator 16** Research study and academic work that are published and disseminated to total number of nursing faculty (key criteria) (scores = 25)	Number of research that are published and disseminated at least 30% as per criteria of Higher Education Office for health science in the last years Weight 0.20 - Research article or academic article published in the proceeding of International Conference Weight 0.40 - Research article or academic article published in the proceeding of the International Conference or academic journal which is not in database as identified by Work and Basic Occupation Group or Regulation of Higher Education Committee on Criteria for Considering of Academic Journal for Dissemination, 2013. But institution submits to seek approval of Institution Council and make announcement and inform Work and Basic Occupation Group within 30 days of the announcement made. - The products got petty patent.	Use rule of three. Research and academic work that are published and disseminated calculated from quality level 30% equals the scores of 25 the Scores earned are.........		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
7. Research, academic community service, and maintenance of arts and culture	**Indicator 16** Research study and academic work that are published and disseminated to total number of nursing faculty (key criteria) (scores = 25)	<u>Weight 0.60</u> - Full research or academic article published in academic journals appeared in the database TCI group 2 <u>Weight 0.80</u> - Full research or academic article published in academic journal appeared in the database TCI group 1. <u>Weight 1.00</u> - Full research or academic article published in international journal appeared in international database as per the announcement of the Higher Education Committee on Criteria for Consideration of Academic Journal for Dissemination, 2013 - The product got petty patent. - the community service work passed the evaluation criteria for academic rank. - Research work which paid by international organization to do. - textbook or book or translated work which passed the evaluation criteria for academic rank - Textbook or books or translated work that passed the criteria for academic rank but has not been used to apply for the academic rank promotion.			

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
7. Research, academic community service, and maintenance of arts and culture	**Indicator 17** Community Service (general criteria) (scores = 5)	Case 1 Education Institution uses internal quality assurance system of faculty level set by Higher Education Office, use the results of the assessment of the community service Case 2 Educational institution uses other internal quality assurance system of faculty level. Use scores based on criteria set by Higher Education Office for community service with the following detail 1) Develop annual community service plan which is consistent with community needs and identify achievement indicators at plan and project levels and seek approval of the faculty board/institution. 2) In the community service plan, have a plan to utilize the outcomes of the community services for the development of student, community or society. 3) Among the community service projects in item 1, there should be free of charge project too. 4) Assess the achievement based on indicators of plan and projects in item 1 and seek approval of the faculty or institution board.	Case 1 Use results of the assessment of community service. The scores earned are.... Case 2 ☐ No evidence (0) ☐ Have done 1 item (1) ☐ Have done 2 items (2) ☐ Have done 3-4 items (3) ☐ Have done 5 items (4) ☐ Have done all (5)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
7. Research, academic community service, and maintenance of arts and culture	**Indicator 17** Community Service (general criteria) (scores = 5)	5) Use the assessment results of item 4 to improve or develop community service. 6) Faculty/College participates in the community service at the Institutional level			
7. Research, academic community service, and maintenance of arts and culture	**Indicator 18** Maintenance of arts and culture/Thai wisdom (general criteria) (scores= 5)	Case 1 Education Institution uses internal quality assurance system of faculty level set by Higher Education Office, use the results of the assessment of the maintenance of arts and culture Case 2 Educational institution uses other internal quality assurance system of faculty level. Use scores based on criteria set by Higher Education Office for maintenance of arts and culture with the following detail 1) Assign responsible person for maintenance of arts and culture. 2) Have a plan for maintenance of arts and culture, identify indicators based on plan objectives and allocate budget to support plan implementation. 3) Monitor and follow up the plan implementation. 4) Assess the achievements based on indicators of the maintenance of arts and culture plan 5) Use the assessment results to improve plan or activities to maintain arts and culture.	Case 1 Use the evaluation results of the system and mechanism for maintenance of arts and culture, scores earned are…… Case 2 ☐ No evidence (0) ☐ Have done 1 item (1) ☐ Have done 2 items (2) ☐ Have done 3-4 items (3) ☐ Have done 5 items (4) ☐ Have done 6-7 items (5)		

Standard	Indicator	Criteria	Operation results	Data/observation	Scores
7. Research, academic community service, and maintenance of arts and culture	**Indicator 18** Maintenance of arts and culture/Thai wisdom (general criteria) (scores= 5)	6) Disseminate the activities or services on maintenance of arts and culture to public. 7) Form or develop arts and culture standards which are accepted at the national level.			
8. Recruitment of staff and support for educational resources	**Indicator 19** Planning and development of supportive staff (general criteria) (scores = 5)	1) Have a supportive staff resource plan for a short and long term. 2) Have supportive staff development plan that meet institution needs to support mission on education, research and community service. 3) Implement as per the plan. 4) Assess the implementation and use the results to improve the plan and activities. 5) Have a system to recognize and honour supportive staff to stimulate education, research and community service.	☐ No evidence (0) ☐ Have 1 item (1) ☐ Have 2 items (2) ☐ Have 3 items (3) ☐ Have 4 items (4) ☐ Have all items (5)		
8. Recruitment of staff and support for educational resources	**Indicator 20** Management of educational resources (general criteria) (scores = 5)	1) Have adequate buildings and classroom to facilitate all methods of teaching learning of theoretical courses. 2) Science and health sciences laboratories have adequate equipment and ready for use. 3) Audiovisuals are adequate, modern and ready for use. 4) Faculty and staff have appropriate offices.	☐ No evidence (0) ☐ Have item 1 and 1 item (1) ☐ Have item 1 and 2 items (2) ☐ Have item 1 and 3 items (3) ☐ Have item 1 and 4 items (4) ☐ Have all items (5)		

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Standard	Indicator	Criteria	Operation results	Data/observation	Scores
8. Recruitment of staff and support for educational resources	**Indicator 20** Management of educational resources (general criteria) (scores = 5)	5) Have work places and environment that facilitate learning, are safe, and healthy for students, faculty members and supportive staff. 6) Students and faculty members participate in need assessment and the use of educational resources.			
8. Recruitment of staff and support for educational resources	**Indicator 21** Nursing laboratory (general criteria) (scores = 10)	1) Nursing laboratory has adequate equipment for practice in all nursing areas and ready for use. 2) Administrative and management system facilitates student's self-study. 3) Number of supportive staff in the nursing laboratory is adequate. 4) Assess the use of nursing laboratory by students and faculty members and use the results to improve laboratory.	☐ No item 1 (0) ☐ Have item 1 (4) ☐ Have item 1 and 1 item (6) ☐ Have item 1 and 2 items (8) ☐ Have all items (10)		
8. Recruitment of staff and support for educational resources	**Indicator 22** Book, textbooks and professional journals and search system (general criteria) (scores = 10)	1) Have books or textbooks in nursing not less than 5 titles per discipline in 5 main disciplines and identify them in the course description and have management system that all students could access. 2) Have nursing and health science books not less than 50 books for 1 student. In case that there is electronic database of books that is easy to access, there should be at least 20 books for 1 student.	☐ No evidence (0) ☐ Have item 1 and 1 item (4) ☐ Have item 1 and 2 items (6) ☐ Have item 1 and 3 items (8) ☐ Have all items (10)		

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Standard	Indicator	Criteria	Operation results	Data/observation	Scores
8. Recruitment of staff and support for educational resources	**Indicator 22** Book, textbooks and professional journals and search system (general criteria) (scores = 10)	3) Have nursing professional journals in Thai not less than 10 titles continuously. 4) Have nursing professional journals in English not less than 10 titles covering 5 main disciplines continuously. In case there is electronic database of full articles that is easy to access, there should be at least journals in English covering 5 main disciplines. 5) Have system that can access modern and effective electronic database			

Scores of indicators of key and general criteria.

Key criteria : score = 120 (weight 70 %)

Standard	Indicator	Full Scores	Scores
Standard 1 Organization and administration	**Indicator 2** Property of the administrator of nursing educational institution.	10	
	Indicator 3 Information technology system for administration and for decision making.	10	
Standard 2 Faculty members	**Indicator 5** Ratio number of faculty members to number of full time equivalent students.	20	
Standard 3 Curriculum band teaching learning	**Indicator 8** Curriculum Administration.	15	
	Indicator 9 Outcomes of curriculum implementation based on national standard framework of qualification of higher education.	10	
Standard 5 Resources for nursing practice	**Indicator 13** Ratio of number of faculty members or registered nurses/ professional nurses who teach nursing practice to number of students.	10	
Standard 6 Evaluation and curriculum outcomes	**Indicator 14** Percentage of students who undertake examination for registration and license to practice as professional nurse and midwife pass in the first year.	20	
Standard 7 Research, academic community service, and maintenance of arts and culture	**Indicator 16** Research study and academic work that are published and disseminated to total number of nursing faculty.	25	
Key criteria		120	
Weight of key criteria		70 %	

General criteria : scores = 120 (weight 30%)

Standard	Indicator	Full Scores	Scores
Standard 1 Organization and administration	**Indicator 1** Organization administration	15	
Standard 2 Faculty members	**Indicator 4** Qualification of faculty members of the curriculum	10	
	Indicator 6 Proportion of faculty members of the curriculum to total faculty members	10	
	Indicator 7 Planning and development of faculty members	10	
Standard 4 Students and development	**Indicator 10** Student development	10	
	Indicator 11 System for caring and counselling students	5	
Standard 5 Resources for nursing practice	**Indicator 12** Resources for nursing practice	10	
Standard 6 Evaluation and curriculum outcomes	**Indicator 15** Percentage of the students who graduate	10	
Standard 7 Research, academic community service, and maintenance of arts and culture	**Indicator 17** Community Service	5	
	Indicator 18 Maintenance of arts and culture/Thai wisdom	5	
Standard 8 Recruitment of staff and support for educational resources	**Indicator 19** Planning and development of supportive staff	5	
	Indicator 20 Management of educational resources	5	
	Indicator 21 Nursing laboratory	10	
	Indicator 22 Book, textbooks and professional journals and search system	10	
General criteria		120	
Weight of general criteria		30%	
Sum of weight		**100%**	

Conditions and areas for improvement

Key criteria

1. Organization and administration

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2. Faculty members

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3. Curriculum band teaching learning

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4. Students and development

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5. Resources for nursing practice

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6. Evaluation and curriculum outcomes

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7. Research, academic community service, and maintenance of arts and culture

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8. Recruitment of staff and support for educational resources

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General criteria

1. Organization and administration

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2. Faculty members

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3. Curriculum band teaching learning

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4. Students and development

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5. Resources for nursing practice

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6. Evaluation and curriculum outcomes

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7. Research, academic community service, and maintenance of arts and culture

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8. Recruitment of staff and support for educational resources

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Signature ……………………………………………….
            Chairman of the visiting team Committee member

Signature ……………………………………………….
            Committee of the visiting team Committee member

Signature ……………………………………………….
            Committee of the visiting team Committee member