

## **Council on Education for Public Health: Call for Academic Peer Reviewers from PHP**

The Council on Education for Public Health (CEPH) seeks nominations of faculty leaders from accredited public health programs (PHP) to serve as site visitors.

To nominate an individual who meets the qualifications below and is willing to commit to the role, email [submissions@ceph.org](mailto:submissions@ceph.org) with the individual's current resume or CV.

CEPH staff will follow up directly with qualified individuals.

CEPH provides comprehensive training to prepare site visitors for their roles. Site visitors must:

- attend an initial 3-5 hour training session, as described below
- complete online training modules and submit documents as requested

### **What is a site visitor?**

Site visitors:

- serve the public health field as volunteer peer reviewers<sup>1</sup>
- help assure quality in public health higher education

Site visitors perform the following duties:

- travel to universities that hold or seek accreditation for programs of study in public health
- participate in 2 days of on-site interviews at the university
- collaborate with fellow reviewers to draft a report that assesses the extent to which the program meets the accreditation criteria
- bring public health academic perspectives to the accreditation process

### **Qualifications:**

- Hold or held a position as a full-time faculty member at a CEPH-accredited PHP. In most cases, individuals must serve or have recently served as the program director or department chair
- Have a doctoral degree or an appropriate professional master's degree with extensive academic experience in faculty and leadership roles
- Possess strong writing, communication and analytical skills

### **Mandatory training:**

In-person trainings are held in different areas of the country each year. CEPH does not reimburse participants' travel expenses for training, so trainings are scheduled in conjunction with other meetings and in locations with large numbers of public health practitioners. The next in-person training opportunity will be held in Atlanta, Georgia, on November 5, 2017 9:00AM-2:00PM ET in conjunction with the APHA Annual Meeting.

Webinar training sessions are held periodically throughout the year on an as-needed basis. Before the live webinar, first-time trainees are responsible for completing web-based modules and exercises that typically take at least four hours (may be completed in 15-30 minute increments).

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<sup>1</sup> CEPH does not pay honoraria for the services of team members but does reimburse actual costs.

**Time commitment:**

After completing training, site visitors participate in approximately one site visit a year. Requests for participation typically come to visitors 5-9 months in advance of the site visit.

Each site visit requires the following:

- Approximately 15-30 hours of preparatory work in the two months immediately preceding the site visit. Preparation includes reviewing documents, drafting report sections, booking travel and participating in a conference call
- 3 days of travel and on-site work, including full-day agendas and evening meetings
- Approximately 2 hours after the site visit for editing, review and final paperwork

**Background:**

CEPH is an independent agency recognized by the US Department of Education to accredit schools of public health and public health programs offered in other university settings. These schools and programs prepare students for entry into careers in public health. The primary professional degree is the Master of Public Health (MPH) but baccalaureate, master's and doctoral degrees are offered as well.

Accreditation is a voluntary, non-governmental process of self-study and external review intended to evaluate, enhance and publicly recognize quality in programs of public health and schools of public health. One of the steps required for accreditation is a site visit during which peer evaluators validate the information that schools and programs provide to CEPH in a "self-study document." The peer evaluators' written report from the site visit provides a unique perspective about the program or school: the report's direct observations provide important information for ultimate decisions on accreditation.

Updated: July 20, 2017