



*Accreditation Review Commission on Education  
for the Physician Assistant, Inc.*

February 6, 2024

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Suwanee, GA 30024  
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Astrid Tuminez, PhD  
President  
Utah Valley University  
Physician Assistant Program  
800 West University Parkway  
Mail Stop 323/HP 116  
Orem, UT 84058

[president@uvu.edu](mailto:president@uvu.edu)

Dear Dr. Tuminez:

By your invitation, and as a component of provisional recognition, the **Utah Valley University, Physician Assistant Program** will participate in the ARC-PA accreditation process beginning with a site visit on **Monday and Tuesday, February 12-13, 2024.**

I would like to alert you to a few differences between an ARC-PA site visit schedule and visits from other accrediting agencies that you may have experienced.

- The Site Visit Schedule does not include an “Oral Exit Report.”
- The site visit team may take a few minutes at the conclusion of the site visit to express appreciation to the program for its assistance in facilitating the visit.
- This procedure is designed to reinforce:
  - the role of the site visit team to “verify, validate, and clarify” the information provided by the program in its accreditation application and
  - the fact that the site visit team does not have the authority to speak on behalf of or bind the ARC-PA regarding a program’s compliance with the *Standards*, as these responsibilities and decisions rest solely with the ARC-PA commission.
- The program should receive from the ARC-PA the filed written report submitted by the team within 21 days of the visit, in most cases.

**Collaborating Organizations:** American Academy of Family Physicians • American Academy of Pediatrics • American Academy of Physician Associates • American Academy of Surgical Physician Assistants • American Medical Association • Association of Physician Associates in Obstetrics and Gynecology • PA Education Association

**Member:** Association of Specialized and Professional Accreditors (ASPA)  
**Recognized by:** Council for Higher Education Accreditation (CHEA)

Our process affords the program an opportunity to respond within 21 days to any of the observations noted in the site visitor report. The purpose of a program response would be to eliminate errors of fact, or challenge perceived ambiguities and misperceptions, providing clarification as the program sees fit. A response is optional. If the program decides not to respond to the observations, it should notify the ARC-PA, within the timeframe identified in the letter from the ARC-PA, that it will not be responding.

The commission believes this procedure appropriately reflects the site visitor role of providing supporting information to the accreditation decisions made by the ARC-PA.

The ARC-PA appreciates your commitment and dedication to quality PA education as demonstrated by your participation in the accreditation process.

If you have any questions or concerns, please do not hesitate to contact our Senior Manager of Program Accreditation, Heather McGovern at [heather@arc-pa.org](mailto:heather@arc-pa.org) or myself, Sharon Luke at [sharonluke@arc-pa.org](mailto:sharonluke@arc-pa.org).

Sincerely,



Sharon Luke, EdD, PA-C  
Executive Director

cc: Sue Jackson, PhD, Associate Dean  
Karen Eseta Mulitalo, MPAS, PA-C, Program Director  
Frances Angerer-Fuenzalida, PhD, MPH, PA-C, Chair of the Site Visit  
Amber Teigen, DMSc, PA-C, Site Visitor



Accreditation Review Commission on Education  
for the Physician Assistant, Inc.

**RECOMMENDED<sup>1</sup>Site Visit Schedule Template Provisional Monitoring Visit**

(To be completed by the program and emailed to [accreditationservices@arc-pa.org](mailto:accreditationservices@arc-pa.org) and the site visit team chair **eight (8) weeks** prior to the site visit)  
(10.2021)

**NOTE:** Content below is to show detail that must be provided to the members of the site visit team for each event and **represents the recommended sequence and timing that programs are expected to follow**, as they prepare to discuss the schedule with the site visit team chair.

**This template is best reviewed in conjunction with the Site Visit Protocol document, the Rationale for Site Visit Sessions (Provisional Monitoring Visit) that provides a description and rationale for each session of the visit, and the Organizing Materials document. Those documents are available on the ARC-PA web site.**

**UTAH VALLEY UNIVERSITY  
UTAH VALLEY UNIVERSITY PHYSICIAN ASSISTANT PROGRAM**

**ARC-PA SITE VISIT SCHEDULE  
FEBRUARY 12-13, 2024**

**Evaluators:** Frances Angerer-Fuenzalida, PhD, MPH, PA-C  
Amber Teigen, DMSc, PA-C  
Enter name of evaluator

Hotel: Hampton Inn & Suites  
851 West 1250 South  
Orem, UT 84058  
Phone: 801-426-8500  
Website: Enter web address

Utah Valley University PA Program  
987 Geneva Road, HP Building Suite 116  
Orem, UT 84058-5999  
Phone: 801-863-7982  
Fax: 801-863-6097  
PD Cell Phone: 352-672-1867  
PD home phone: 352-672-1867

Hotel Confirmation # Enter CFs#

**DAY ONE**

**Monday, February 12, 2024**

- 7:30 AM TRANSPORT TO PA PROGRAM OFFICES  
Karen Mulitalo, MPAS, PA-C
- 7:45 AM MEETING with PROGRAM DIRECTOR  
Room: HP 118  
Karen Mulitalo, MPAS, PA-C

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<sup>1</sup> This recommended agenda may be altered by programs **only if** approved by the site visit team chair.

## ARC-PA Provisional Monitoring Site Visit

Insert program name and dates

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- 8:15 AM REVIEW OF DOCUMENTS AND RECORDS (may be moved to accommodate earlier meeting with institutional administrators)  
Room: HP 118
- 9:15 AM MEETING WITH KEY SENIOR INSTITUTIONAL OFFICIALS (**preferred day and time for this meeting**) ARC-PA acknowledges this may need to occur at different time/day depending on availability of officials)  
Room: HP 118  
Wayne Vaught, PhD – Senior Vice Provost for Academic Affairs  
Laurie Sharp, EdD – Associate Vice Provost for Academic Programs and Assessment  
Cheryl Hanewicz, EdD - CHPS Dean;  
Sue Jackson, PhD - CHPS Associate Dean;
- 10:15 AM Break
- 10:30 AM DISCUSSION OF THE SUBMITTED APPENDIX 14 (Self-Study Report) including process, outcomes, analysis, modifications, and plans.  
(Must include individuals identified by the program to meet the *Standards* definition for *principal faculty Individual(s) responsible for the Didactic and Clinical phases of the program*)  
Room: HP 101  
Karen Mulitalo, MPAS, PA-C – Program Director  
Gary Sanderson, DO – Medical Director  
Jim Sutton, MPAS, PA-C, *principal faculty*  
Shaum Young, MS, PA-C, *principal faculty*  
Summer Karafiath, MD – principal faculty; Jonathan Nelson, MS, PA-C – principal faculty,  
Ryan Baker, MPAS, PA-C - principal faculty, Michelle Bastian – Director of Admissions,  
Britney Hillstead – Clinical Coordinator, Natalie Ellis, MPAS, PA-C – Clinical Education  
Specialist, Ashley Suyak – Program Administrator, Sharla Washburn – Administrative  
Assistant , all other key individuals (separate names with a coma), i.e., program faculty,  
program data manager.
- 12:15 PM LUNCHEON: TEAM EXECUTIVE SESSION
- 1:15 PM REVIEW AND CLARIFICATION OF THE APPLICATION AND APPENDICES  
(Must include individuals identified by the program to meet the *Standards* definition for *principal faculty Individual(s) responsible for the Didactic and Clinical phases of the program*)  
Room: HP 101  
Karen Mulitalo, MPAS, PA-C - Program Director  
Gary Sanderson, DO – Medical Director  
Jim Sutton, MPAS, PA-C, *principal faculty*  
Shaun Young, MS, PA-C; Summer Karafiath, MD; Jonathan Nelson, MPAS, PA-C; Ryan  
Baker, MPAS, PA-C; Michelle Bastian – Director of Admissions, Britney Hillstead – Clinical

## ARC-PA Provisional Monitoring Site Visit

Insert program name and dates

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Coordinator, Natalie Ellis, MPAS, PA-C – Clinical Education Specialist, Ashley Suyak – Program Administrator, Sharla Washburn – Administrative Assistant, *principal faculty*

- 2:30 PM MEETING WITH STUDENTS – CLASS of 2024 (clinical)  
Room: HP 101  
Mason Rankin Sandra Aguayo  
Laundry Thompson Mealin Sorensen  
Kevin Stringham Emily Sullenger  
Ryan Busch Andrea Swensen  
Jackson Cheal Enter name
- 3:30 PM BREAK
- 4:00 pm INTERVIEWS/CONFERENCE CALLS WITH TWO OR THREE CLINICAL PHASE FACULTY  
(program should have more than three readily available to assure that three are actually able to participate on the date of the visit)  
Kent Chapman - Emergency Medicine, San Pete Hospital: 801-870-5621  
Scott Bramble – Surgery, Utah Surgical Associates: 801-787-3945
- 5:00 PM BRIEF MEETING WITH PROGRAM DIRECTOR, to plan for the next day and request materials that may not have been available or found
- 5:30 PM ADJOURN  
Karen Mulitalo, MPAS, PA-C

## DAY TWO

Select date **(This template does not include traveling to clinical sites)**

- 7:30 AM TRANSPORT TO PA PROGRAM  
Karen Mulitalo, MPAS, PA-C
- 7:45 AM Brief meeting with Program Director regarding schedule for day, needed materials  
Room: HP 118
- 8:15 AM MEETING WITH STUDENTS – CLASS of 2025 (didactic)  
Room: HP 101  
Leavitt Woodland Alexis Olivas  
Brandon Meeves Brett Powell  
Elsie Carpenter Leah Gonzalez  
Taiwo Olawuyi Hannah Thollot  
Enter name Enter name
- 9:15 AM REVIEW OF RECORDS/DOCUMENTS continues (Program director and principal faculty should be available to team if needed)  
Room: HP 118

## ARC-PA Provisional Monitoring Site Visit

Insert program name and dates

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- 10:15 AM      Break
- 10:30 AM      BRIEF MEETING WITH DIRECTOR, FACULTY & STAFF (as requested by team) for final discussion and clarification of questions  
Room: HP 101
- 12:15 PM      LUNCH FOR TEAM AND PREPARATION OF REPORT  
(program director should be available if needed by team)
- 1:30 PM      Team meets with program faculty to close visit
- 1:45 PM      Team Departs

NOTE:            The application submitted by the program to the ARC-PA office is considered the program's application of record. It is one component of the official program record used by the commission throughout the accreditation review process. Site visitors have been instructed not to accept any new or revised application materials from the program at the time of the visit. If, during the process of the visit, the site visitors suggest additional information or materials be submitted to the ARC-PA office, these materials should be sent with the program's response to observations.