NEW HAMPSHIRE MEDICAL SOCIETY
Council on Education

Fee Schedule and Related Policies

The following fee schedule outlines the various fees charged by the New Hampshire Medical Society Council on Education (NHMS CE). These fees are subject to change. For your information, we have also included those NHMS CE policies that are relevant to the payment of fees. Please contact the NHMS CE if you have specific questions about a fee or policy.

Fees Applicable to Accreditation Fee	
Initial Application for Accreditation	$2,000
Application for Reaccreditation	$2,000
Expenses for Site Survey Team	
Annual Fee	$650
Progress Report	$250

Applicable NHMS CE Policies:
In those instances when an on-site survey for continued accreditation is either directed, or requested, the travel and related surveyors' expenses will be paid by the institution/organization, in addition to the survey fee.

The date for non-accreditation of a provider is 6 months from the date of the Council's non-accreditation action. For more egregious cases, a shorter time frame may be assigned. The provider will be responsible for payment of all fees, including the Annual Fee, and submission of all required reports until the effective date of non-accreditation. Failure to do so will result in immediate non-accreditation.

The Council must be notified of voluntary withdrawals of accreditation. No rebates will be given for annual fees collected from providers requesting voluntary withdrawal, and feedback shall be sought concerning the reasons for withdrawal of accreditation, which shall be reviewed by the NHMS CE.

By December 31 of each year, an Annual Reporting Form and an invoice in the amount of the current NHMS CE annual reporting fee will be sent to each accredited provider for

completion, submission of an Annual Report, and payment of the Annual Reporting Fee. The completed instrument must be received by the NHMS CE by March 1, of the following year in order for the provider to maintain their accreditation status with NHMS CE.

If payment of the annual reporting fee and/or a completed Annual Report is not received by the NHMS CE by the first NHMS CE meeting of the year, the NHMS CE may take an action
to change the accredited provider's accreditation status to probation. However, if payment and/or a completed Annual Report are received before the second NHMS CE meeting then
the provider's accreditation status will revert back to it's original status prior to the probation. If, at the second NHMS CE meeting of the year, payment and/or a completed NHMS CE Annual Report has not been received, the NHMS CE will take action to change the accredited provider's accreditation status to non-accreditation. The effective date of non-accreditation will be the same as the date of the non-accreditation action. Reversal of these actions can only be accomplished by submission of an application for re-accreditation.

NHMS CE will supply providers with an accreditation application 6 months prior to renewal, completed applications are due 60 days prior to renewal date. Providers are required to submit payment of all applicable fees with respect to applications for accreditation/reaccreditation (accreditation fee and site surveyor expenses), or progress reports (progress report fee) prior to the Council's consideration of the recommendations. Failure to do so will result in a one-cycle deferral of the Council's recommendation. Failure to do so within that one-cycle deferral will result in a non-accreditation decision at the next regularly scheduled NHMS CE meeting.

The NHMS CE may assess a 10% late fee of the total original amount owed for all applications for accreditation, or recognition and a $100 late fee for all progress reports received after their specified deadline. These fees must be paid in order for a provider to receive NHMS CE consideration of an accreditation, or recognition recommendation. If payment of the original fee, the late fee and submission of the required documentation (application, or progress report) are not received by the first NHMS CE meeting after the deadline, the NHMS CE will take action to change the accredited provider's accreditation.

If, at the second NHMS CE meeting after the deadline, payment of the original fee, the late fee, and submission of the required documentation (application or progress report)

has not been received, the NHMS CE will take action to change the accredited provider's accreditation to non-accreditation/non-recognition.

The effective date of non-accreditation/non-recognition will be the same as the date of the NHMS CE action. Reversal of these actions can only be accomplished by submission of a new application for accreditation or recognition.