

	<p align="center">Criteria for Selection of External Review Team Members</p>	Date Created:	04/12/2007
		Date Last Approved:	1/23/2024
		Date Next Review:	1/23/2027

PURPOSE

A policy that describes the criteria used to select external reviewers for the Accreditation Application Review Panel.

DEFINITIONS

External Reviewer: A person who does not sit on the CMLA Board of Directors but acts as a reviewer on a CMLA Application Review Panel. External Reviewers should have an active association with an accredited motion analysis laboratory.

POLICY

CMLA accreditation applications are assigned to an Accreditation Application Review Panel. Each review panel consists of a minimum of three reviewers representing medical, clinical, and technical fields. One of these reviewers must be a member of the CMLA board of directors. The remaining reviewers may be experts from a pool of External Reviewers. The Review Panel Coordinator will routinely communicate with accredited labs to identify potential external reviewers.

PROCEDURE

1. Additional External Reviewers can be nominated by a Board Member or any member of an accredited motion analysis laboratory.
2. The potential External Reviewer’s interest and qualifications to serve as a reviewer will be assessed by the Review Panel Coordinator for:
 - a. Their commitment to the CMLA accreditation process.
 - b. Experience in an accredited clinical motion laboratory (minimum three years).
 - c. Experience participating in completing the CMLA accreditation process.
3. The Review Panel Coordinator will make a recommendation for each External Reviewer applicant to the CMLA Board for approval.