

**Quality and Accreditation Institute**  
**Centre for Accreditation of Health & Social Care**



*Change Adapt Improve*

**ACCREDITATION TIMELINE**

**Issue No.: 04**

**Issue Date: February 2026**

<b>Quality and Accreditation Institute</b>		
<b>Centre for Accreditation of Health &amp; Social Care</b>		
<b>Doc. No.: QAI CAHSC 032</b>	<b>Accreditation Timeline</b>	
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## CHANGE HISTORY

Sl. No.	Doc No.	Current Issue No.	Revised Issue No.	Date of Issue	Reasons
1	032	01	02	(February 2022) 02 February 2022	<ul style="list-style-type: none"> <li>• Replaced action plan with submission of corrective actions in Requirements on the Part of HCFs</li> <li>• Added remarks on corrective actions in Requirements on the Part of Assessors</li> <li>• Total Time line adjusted accordingly</li> </ul>
2	032	02	03	(August 2023) 16 August 2023	<ul style="list-style-type: none"> <li>• Reducing Duration (Days) of Dispatch of accreditation certificate and scope</li> </ul>
3	032	03	04	(February 2026) 19 February 2026	Approval from Chairman replaced to CEO

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## 1. Accreditation Timeline

Duration (Days)	Requirements on the Part of HCFs	Requirements on the Part of QAI-CAHSC Secretariat	Requirements on the Part of Assessors	Total Timeline
Day Zero	Submission of application (along with fee) + self-assessment toolkit + documents	Receipt of application (along with fee) + self-assessment toolkit + documents	--	--
Within 10 Days of receiving application		<ul style="list-style-type: none"> <li>- Review application and SAT for completeness and ask for additional information</li> <li>- Issue of acknowledgement letter to HCF along with unique ref no.</li> <li>- Reflect same on the website</li> </ul>	---	10
Within 10 Days		HCF to submit the requisite information regarding application, if any.		20
14 days		Ask for suitable dates from HCF for on-site assessment		34 days
Within 30 days	Onsite assessment scheduled	Onsite assessment scheduled	Onsite assessment	64 days
At the end day of the on-site assessment	--	Assessment team will compile and submit the report of onsite assessment to the HCF	--	64 days
Within 10 days	--	--	Submit report to Secretariat	74 days
Within 90 days	Submission of corrective actions	--	--	164 days
Within 15 days	--	--	Submit remarks on corrective actions	179 days
Within 21 days	--	Case to be presented to accreditation committee	--	200 days
Within 14 days	--	AC Minutes preparation & approval, scope preparation, and approval of the CEO	--	214 days
Within 2 days	--	Communication of decision to HCF	--	216 days
Within 1 day	--	Dispatch of accreditation certificate and scope		217 days

## **Quality and Accreditation Institute**

Centre for Accreditation of Health & Social Care

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