
Notable Substantive Change Form

Programs that have been pre-accredited or accredited by NLN CNEA are responsible for notifying NLN CNEA when notable substantive changes are implemented within the nursing academic unit or nursing program. This Notable Substantive Change form is to be filed with NLN CNEA staff in conjunction with the *Annual Program Report no later than January 15th of each calendar year*. Filing of a notable substantive change report may generate a request for additional data and/or, in the case of accredited programs, a focused on-site program evaluation visit.

SECTION ONE: PROGRAM INFORMATION

Institution Name: _____

Institution Address: _____

Institution CEO: _____

Program Name: _____

Program Address: _____

Program Chief Academic Nurse Administrator: _____

SECTION TWO: DESCRIPTION OF NOTABLE SUBSTANTIVE CHANGE

Please indicate the notable substantive change being reported:

The addition of a new program track (option) to an already NLN CNEA accredited program;

The addition, revision, or deletion of academic courses resulting in significant curricular revision as depicted by a change in program curricular outcomes; OR

Substantial increase or decrease in credit or clock hours within a program which increases or decreases the length of time to program completion.

SECTION THREE: DESCRIPTION OF NOTABLE SUBSTANTIVE CHANGE

1. Date notable substantive change scheduled to take place: _____

2. Date NLN CNEA formally notified of notable substantive change: _____

3. Please attach the following to this form:

- Description of the notable substantive change
- Outcome evaluation plan to measure impact of change

Signature of chief academic nurse administrator

Date