

Joint Review Committee on Educational Programs in Nuclear Medicine Technology
Substantive Change - Changing a Program's Approved Completion Award

When an accredited nuclear medicine technology program plans to change the completion award for which it is accredited (i.e. from associate to baccalaureate degree) it is a substantive change and must be reported to the JRCNMT at least six months prior to planned implementation. (Refer to Policy 3.400 Substantive Change in the JRCNMT Policy and Procedure Manual).

The Executive Officers of the JRCNMT will review the documentation and make a decision within 30 days of its receipt. If there are significant complexities to the request the issue may require consideration by the JRCNMT Board of Directors at their next regular meeting.

The items listed below must be included within the program's substantive change submission to ensure the JRCNMT has adequate information to assess the planned change and determine its impact upon the program's accreditation.

1. Explanation of the proposed change and rationale for it
2. Timeline for the change
3. Copies of the current and proposed curriculum sequences
4. Course descriptions for all new or significantly revised professional courses
5. Identification of the current and proposed credit and clock hours for the current program plan and the proposed new program plan
6. Description of how the change will impact clinical education and program student capacity
7. Identification of changes made to the program's mission or program-level student learning outcomes as a result of this change. (*provide original and revised versions*)
7. Appendix items
 - Evidence that the institution has state approval to offer the new level of award/degree if required by the state's education office
 - Evidence that the institution is approved by its regional/national accrediting agency to offer the new level of degree/award (can be pulled from accrediting agency's website)
 - Completed JRCNMT Form G Professional Didactic Curriculum for proposed program (available on website in Self-Study Forms section)