



Substantive Change Report for Change of Program Completion Award

When an accredited program plans to add an additional completion award for its nuclear medicine technology program or raise the existing completion award (i.e. from associate to baccalaureate degree) it is considered a substantive change to the program 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 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.

- Explanation of the proposed change and rationale for it
- Timeline for the change
- Copies of the current curriculum sequence and the proposed curriculum sequence
- Course description for all new or significantly revised professional courses (if any)
- Comparison of current program hours versus proposed new program hours (didactic and clinical)
- Description of how the change will impact clinical education and program student capacity
- Appendix items
 - Proof the institution has state approval to offer new level of award/degree (if required)
 - Proof of regional/national accreditation approval to offer new level of award/degree
 - Completed JRCNMT Form E Curriculum for proposed program (available on website in Self-Study Forms section)