



655 K STREET NW  
SUITE 750  
WASHINGTON DC 20001

202-887-6791

CCNEACCREDITATION.ORG

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To: U.S. Department of Education  
State Boards of Nursing  
Statewide Agencies of Higher Education  
Institutional Accrediting Agencies  
Specialized Accrediting Agencies  
Selected Federal Agencies  
CCNE-Affiliated Nursing Programs  
College and University Officials  
CCNE On-Site Evaluators  
National Nursing Organizations  
Other Interested Parties

From: Dr. Philip R. Martinez, Jr., Chair  
CCNE Board of Commissioners

Re: Opportunity to Comment on Proposed Revisions to *CCNE Procedures for Accreditation of Baccalaureate and Graduate Nursing Programs*

The Commission on Collegiate Nursing Education (CCNE)—a nationally recognized accrediting agency for baccalaureate and graduate nursing programs—invites your comments about proposed revisions to the *CCNE Procedures for Accreditation of Baccalaureate and Graduate Nursing Programs*. In accordance with its commitment to ongoing self assessment and continuous quality improvement, CCNE periodically undertakes a review of its core documents and provides opportunity for constituents to review the documents and suggest revisions.

The [proposed procedures document](#) shows changes in tracking. As you review the document, you will find that many of the proposed changes are non-substantive in nature and codify existing CCNE practice. A summary of proposed *substantive* changes is provided below.

- Clarifies language throughout the document to be more consistent with the standard of review (i.e., substantial compliance) which was already established in the section titled Accreditation Categories.
- Establishes the responsibility of the program to ensure that no Personal Identifiable Information (PII) is included in materials shared with the on-site evaluation team or submitted to CCNE, and that no PII is requested of the CCNE staff, on-site evaluators, and other CCNE representatives (p. 6).
- Provides flexibility to post-graduate APRN certificate programs scheduling on-site evaluations, allowing them to host the evaluation independently while acknowledging that there continues to be benefits to the program when hosting its evaluation concurrently with a degree program (p. 9; related changes also made elsewhere in the document).
- Provides flexibility in the time period to schedule in-person verification visits following virtual evaluations (e.g., due to a pandemic or natural disaster), which may be necessary due to unavoidable circumstances (pp. 11-12).
- Establishes a requirement for programs to notify its students and prospective students/applicants of its voluntary withdrawal from CCNE accreditation (p. 18).

- Establishes a process by which CCNE may require programs to correct inaccurate, misleading, or incomplete notifications made by programs to students, prospective students/applicants, and others related to show cause actions (p. 18).
- Clarifies actions the CCNE Board may take upon review of a special report (p. 25).
- Consistent with guidance currently provided to programs, updates instances in which a substantive change notification is to be submitted (pp. 27-28).
- Documents that the CCNE Board may cancel or combine required reports to streamline processes and/or reduce redundancy (p. 28).
- If a program chooses not to appeal an adverse action of the CCNE Board, establishes the effective date of the adverse action as the date on which the Board took action (p. 29).
- Establishes a deadline (7 business days) by which programs must notify students and prospective students/applicants of a final action after appeal (p. 32).
- Describes processes to be used by individuals when submitting formal complaints to CCNE about accredited programs, streamlines procedures for their review, and clarifies actions the CCNE Board may take upon review of such complaints (pp. 35-36).

Finally, no new sections are proposed and no sections are proposed to be removed from the *Procedures*.

It is the intent of CCNE that any revisions to its procedures will serve the following purposes:

1. reflect the CCNE values, good accreditation practices, and what occurs in practice;
2. provide consistency within and among CCNE publications;
3. be responsive to constituents' suggestions for clarifying the procedures; and/or
4. continue to satisfy the U.S. Department of Education regulations and the U.S. Secretary of Education's *Criteria for Recognition*.

CCNE looks forward to receiving your comments regarding the proposed changes to the procedures. Please submit your comments to CCNE by **January 7, 2025**. Email comments to [ccneprocedures@ccneaccreditation.org](mailto:ccneprocedures@ccneaccreditation.org). When submitting your comments, please use "Comments on CCNE Education Procedures" as the Subject to the email.

CCNE values your input and will consider all written comments before adopting final changes to the procedures. Once the CCNE Board of Commissioners approves a revised *Procedures* document, it will go into effect immediately. If you have any questions about the proposed changes or the revision process, please contact Mr. Blaine Hoffman, CCNE Engagement Coordinator, at 202-887-6791 x268 or [bhoffman@ccneaccreditation.org](mailto:bhoffman@ccneaccreditation.org).

Thank you.