

# Applying for NLN CNEA Pre-Accreditation Candidacy

Judith A. Halstead, RN, PhD, ANEF, FAAN  
Executive Director, NLN CNEA



NLN CNEA Pre-Accreditation Candidacy Application



NLN CNEA Pre-Accreditation Candidacy Application

2



NLN CNEA Pre-Accreditation Candidacy Application

3

## Objectives

- Describe the policies related to applying for NLN CNEA pre-accreditation candidacy
- Describe the NLN CNEA pre-accreditation candidacy application process



NLN CNEA Pre-Accreditation Candidacy Application

4

## NLN CNEA Mission

- The NLN Commission for Nursing Education Accreditation (CNEA) promotes excellence and integrity in nursing education globally through an accreditation process that respects the diversity of program mission, curricula, students, and faculty; emphasizes a culture of continuous quality improvement; and influences the preparation of a caring and skilled nursing workforce.



NLN CNEA Pre-Accreditation Candidacy Application

5

## CNEA Background

- Established September 2013 by NLN membership
- Autonomous accreditation division within the NLN
- Accredit all types of nursing programs from practical/vocational to clinical doctorate
- Category 2 agency (USDE classification) with a principle purpose of accrediting higher education programs, NOT for Title IV purposes
- Seeking voluntary recognition by the USDE



NLN CNEA Pre-Accreditation Candidacy Application

6

## Applying NLN Core Values to Accreditation

- Caring
  - Process to reflect a culture of advocacy for quality assurance in nursing education
  - Collegial, collaborative context
  - Uphold standards and rigor of process in a caring manner
- Diversity
  - All types of programs
  - Reflective of respect for programs' diversity of mission, curricula, faculty and students
- Integrity
  - Exercise personal, professional and organizational integrity throughout process
  - Transparent dialogue
- Excellence
  - Promote excellence through clarity of accreditation process
  - Emphasis on continuous quality improvement (CQI)

## Implementing Accreditation Services

- According to USDE regulations, NLN CNEA must be in existence a minimum of two years prior to seeking voluntary recognition from the USDE
- Prior to seeking recognition from the USDE, NLN CNEA must engage in accreditation activities
- Beginning accreditation activities late 2015/early 2016

## CNEA Accreditation Process

- Determine program eligibility
- Pre-accreditation candidacy application
  - Initial Program Application Subcommittee
  - BOC
- Self-study process
- On-site program evaluation visit
- Review of the program
  - Program Review Committee
- BOC Decision

## Pre-Accreditation Candidacy Defined

- Is a formal accreditation activity
- Evidence exists to support a reasonable conclusion that programs granted pre-accreditation candidacy by CNEA will achieve full compliance with CNEA accreditation standards within a 3 year timeframe
- Denial of pre-accreditation candidacy is considered to be an adverse action
- Granting pre-accreditation candidacy **does not** guarantee the program will be ultimately successful in achieving CNEA initial accreditation

## Achieving Pre-Accreditation Candidacy: What Does it Mean?

- Program has been acknowledged to be in candidacy to pursue CNEA accreditation and can publicly state this to its constituency
- The program is **not** accredited
- The program has three (3) years to achieve accreditation

## Pre-Accreditation Application Schedule 2016-2017

Applications Due	IPASC Meeting	BOC Meeting	Length of Pre-Accreditation Term (post BOC action)
August 22, 2016	September 12-13, 2016	October 13-14, 2016	October 2016 - October 2019
December 2, 2016	December 12-13, 2016	February 16-17, 2017	February 2017 - February 2020
April 10, 2017	April 27-28, 2017	June 22-23, 2017	June 2017 - June 2020
August 14, 2017	September 7-8, 2017	October 19-20, 2017	October 2017 - October 2020
December 4, 2017	TBD: December 2017/January 2018	TBD: February 2018	TBD: February 2018 - February 2021

## Steps in the Pre-accreditation Application Process

- Step 1: Determine program eligibility
- Step 2: Notify CNEA of intent to apply and in which cycle
- Step 3: Complete application
- Step 4: Submit application with appropriate application fee

## Step 1: Determining Eligibility

- 1. Evidence that the governing (parent) institution of the nursing unit or program pursuing NLN CNEA accreditation is legally authorized to grant nursing degrees, diplomas, or credited certificates in the state or territory in which it resides.
- 2. The governing (parent) institution is also accredited by an agency recognized by the U.S. Department of Education. If a program is operated by a hospital, vocational school, or other type of education institution, it must demonstrate that it holds a type of USDE recognized accreditation that is consistent with the mission of the governing institution and stated programmatic goals.
- 3. Evidence that the nursing program is legally approved or accredited by the state board of nursing in which it operates, as required by applicable state statutes.

## Step 1: Determining Eligibility (con't)

- 4. Evidence to support a reasonable conclusion that the program can demonstrate the achievement of the NLN CNEA Standards of Accreditation.
- 5. A formal request from the chief academic nurse administrator, and co-signed by the chief executive officer of the legally designated governing institution of their desire to initiate the NLN CNEA accreditation process.
- 6. Evidence of publicly posted notices at the time of submission of the application requesting third party comments from communities of interest.
- 7. Payment of non-refundable initial application filing fees as published at the time of application – [www.nln.org/cnea](http://www.nln.org/cnea)

## Step 1: Determining Eligibility (con't)

### PLEASE NOTE:

- Any nursing unit (or program) or parent institution seeking NLN CNEA pre-accreditation candidacy that has previously been denied accreditation or pre-accreditation status by another accrediting agency must provide documentation related to the conditions of the denial and steps taken to rectify the issues which prompted the denial action. **Candidacy status will not be granted to any program that has been denied accreditation or had their accreditation status withdrawn within the last 12 months by another national nursing accreditation body**
- Pre-accreditation candidacy applications **will not** be accepted from any program that has pending action, including warning or probationary status, against their operational authority within their state or territory

## Step 2: Notify NLN CNEA

- Notify CNEA staff ([jhalstead@nln.org](mailto:jhalstead@nln.org)) of intent to submit
- Two remaining application dates for 2016
  - August 22, 2016
  - December 2, 2016
- Dates for 2017 submission were included in an earlier slide

## Step 3: Complete Application – Section One

- Name of Governing Institution and legal authority to operate
- Accreditation status of governing institution
- Name/title/credentials of CEO
- Name of nursing program(s) pursuing candidacy, type and legal authority to operate
- Accreditation status of nursing program and any previous denials
- Name/title/credentials of the nursing program chief academic administrator

### Step 3: Complete Application – Section One

- Student enrollment per program and program track
- Number of graduates per program and program track
- Last 3 academic years\*\*, using annual date of October 15th
- Student completion rates by program and program track (last 3 academic years\*\*)
- Program must provide the institutional formula used for calculating completion rates
- \*\*if 3 years of data does not exist, provide existing data

### Step 3: Complete Application – Section One

- Graduate licensure rates (last 3 calendar years as reported by NCSBN)
- Graduate certification exam pass rates (last 3 calendar years as reported by certifying bodies)
- Employment rate of program graduates, 6 months post-graduation, each program and program track, last 3 years

### Step 3: Complete Application – Section One

- Faculty Numbers for most recent academic year (per program)
- Full-time
- Part-time
- Full-time equivalencies (FTE)
- Institution must provide formula used to calculate the faculty FTE

### Step 3: Complete Application – Section One

- Location of any additional campus education sites, including address and program offered
- Distance education programs by program type and description of the distance education delivery
  - Online, asynchronous 100%
  - Blended, hybrid
  - Synchronous, videoconferencing or other form of delivery

### Step 3: Complete Application – Section Two

#### I. Upload documents demonstrating the following for each program seeking pre-accreditation candidacy:

- Alignment of governing institution's mission and goals with that of nursing program's goals/outcomes.
- Alignment of existing institutional resources with the program's outcomes (budget).
- Chief academic nurse administrator's fiscal/financial responsibility for nursing academic unit's operations and program goals.
- Table of faculty resources in aggregate, including names, highest degree levels of faculty; certifications; and areas of teaching responsibility

### Step 3: Complete Application – Section Two

- Program curriculum designs
- Systematic evaluation plan
- Delineation of feedback mechanisms for cycling evaluative data into the program's continuous quality improvement process.

## Step 3: Complete Application – Section Two

### II. Upload Standards of Accreditation Narrative:

- In no more than ten pages (minimum of one page per standard) provide an executive summary describing the nursing unit's readiness in meeting each of the five (5) NLN CNEA Standards of Accreditation, addressing the quality indicators identified under each standard.
- **Outline plans and processes being designed and implemented** to demonstrate the program's ability to meet each of the five NLN CNEA Standards of Accreditation. It is recognized that not all processes may be implemented at the time of pre-accreditation candidacy application depending on the newness of the program, but will be fully implemented by the time the program is forwarded for consideration for initial accreditation even if these processes have yet to yield end-of-program aggregated data.

## Step 4: Complete Submission Process

- Submit all materials to NLN CNEA
- Payment of program application fees
  - Fee schedule can be found on CNE website at [www.nln.org/cnea](http://www.nln.org/cnea)
  - If paying by check make check out to:  
National League for Nursing Commission for  
Nursing Education Accreditation

## Application Review Process

- Submitted to NLN CNEA staff for review of application for completeness
- Sent to the Program Review Committee's Subcommittee on Initial Program Application for review and recommendation
- Sent to the CNEA Board of Commissioner's for review and action
- Once pre-accreditation candidacy is granted, the program can move toward a self-study and on-site visit when ready

## Upcoming Conferences

- September 21, 2016
  - CNEA Pre-Conference Workshop at Summit: "The ABC's of Program Systematic Evaluation Plans: Getting Started"
  - CNEA Pre-Conference Workshop at Summit: "Writing Your Program's NLN CNEA Self-Study: Process and Outcomes"
- November 18, 2016
  - "Preparing Your Program for NLN CNEA Accreditation: Beginning the Journey" - Kaiser Family Foundation's Barbara Jordan Conference Center in Washington, DC

## CNEA Contacts

- [accreditation@nln.org](mailto:accreditation@nln.org)
- [www.nln.org](http://www.nln.org) – Accreditation Services
- Andrea Browning
  - [abrowning@nln.org](mailto:abrowning@nln.org)
  - 202-909-2526
- Judith Halstead
  - [jhalstead@nln.org](mailto:jhalstead@nln.org)
  - @DrJHalstead
  - 202-909-2487

