

**Japan Accreditation Board for Nursing Education**  
**Fundamental Principles of Evaluation Project**

Enacted: February 23, 2019 (Regulation No.2)  
Amended: December 6, 2020 (Regulation No.11)  
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Amended: September 13, 2024 (Regulation No.56)

**Chapter 1: General Provisions**

(Purpose)

Article 1: These Fundamental Principles stipulate the necessary matters concerning the evaluation projects conducted by the Japan Accreditation Board for Nursing Education (hereinafter referred to as “the Board”).

(Evaluation Projects)

Article 2: Evaluation projects shall be conducted by the Comprehensive Evaluation Subcommittee and its subordinate bodies, as defined in Chapter 2, based on the business plan approved by the Board of Directors.

2-2. The subordinate bodies of the Comprehensive Evaluation Subcommittee shall consist of the Evaluation Committee, Evaluation Criteria Review Committee, Evaluator Training Committee, and Appeals Review Committee.

(Method of Evaluation)

Article 3: The evaluation of nursing education programs, which constitutes the evaluation project, shall be conducted fairly and appropriately based on the Evaluation Criteria for Nursing Education Programs at Universities established by the Board.

3-2. Evaluations shall be conducted through document reviews of self-assessment reports prepared by applicant institutions in accordance with the Board’s evaluation criteria, as well as on-site investigations (either in-person or via web-based surveys).

(Evaluation Procedures)

Article 4: Universities intending to undergo evaluation (hereinafter referred to as “applicant institutions” ) must submit an application for nursing education evaluation to the Chairperson by the designated deadline, along with the prescribed self-assessment report and other required documents.

4-2. The Board may request additional materials necessary for the evaluation beyond those specified in the preceding paragraph.

(Assessment)

Article 5: Evaluation results shall be categorized as Compliant, Pending, or Non-compliant.

5-2. Each determination shall be made in accordance with separately established evaluation criteria.

(Compliant)

Article 6: The Board shall accredit nursing education programs determined to be Compliant.

6-2. The accreditation period for Compliant programs shall be seven years, commencing on April 1 of the fiscal year following the evaluation year.

(Pending)

Article 7: A Pending determination shall be made when the program generally meets the evaluation criteria but has significant areas requiring improvement.

7-2. Applicant institutions receiving a Pending determination must submit an improvement report and undergo re-evaluation within three years from the fiscal year following receipt of the evaluation report.

(Non-compliant)

Article 8: A Non-compliant determination shall be made when the program is found to be generally not in conformity with the evaluation criteria.

(Revocation of Accreditation)

Article 9: If a university accredited as Compliant raises serious concerns regarding its conformity during the accreditation period, the Board may conduct an investigation and revoke the accreditation.

(Publication of Evaluation Results)

Article 10: The Chairperson shall promptly notify the applicant institution of the evaluation results after obtaining approval from the Board of Directors.

10-2. The evaluation results shall be published on the Board's website and other appropriate platforms.

(Confidentiality)

Article 11: The Board and individuals involved in the evaluation project shall maintain confidentiality regarding information obtained about applicant institutions and their affiliates during the evaluation process.

## **Chapter 2: Comprehensive Evaluation Subcommittee**

(Purpose)

Article 12: A Comprehensive Evaluation Subcommittee shall be established as a specialized body for evaluation projects.

(Appointment of Chairperson)

Article 14: The Chairperson of the Comprehensive Evaluation Subcommittee shall be nominated by the Chairperson of the Board and appointed by the Board

(Authority)

Article 13: The Comprehensive Evaluation Subcommittee shall perform the following duties:

- (1) Selection of applicant institutions
- (2) Determination of Compliant, Non-compliant, or Pending status
- (3) Finalization of evaluation reports and reporting to the Board of Directors
- (4) Formulation and revision of evaluation criteria, the Nursing Education Evaluation Handbook, and other fundamental matters related to evaluation and associated projects
- (5) Appointment of members to the Evaluation Committee, Evaluation Criteria Review Committee, Evaluator Training Committee, and Appeals Review Committee
- (6) Decision on objections raised by applicant institutions regarding evaluation reports, and revision of reports if necessary
- (7) Drafting amendments to the Fundamental Principles of the Evaluation Project
- (8) Other matters instructed by the Board of Directors

14-2. The Chairperson shall represent and oversee the subcommittee.

14-3. The Chairperson shall appoint a Vice-Chairperson from among the members to assist in their duties.

(Composition and Appointment)

Article 15: The Comprehensive Evaluation Subcommittee shall consist of the chairpersons and vice-chairpersons of its subordinate committees, as well as experts (medical professionals or university evaluation specialists).

15-2. Experts shall be appointed by the Comprehensive Evaluation Subcommittee.

(Term of Office)

Article 16: The term of office for members of the Comprehensive Evaluation Subcommittee shall end at the conclusion of the regular council meeting held in the final fiscal year within two years of appointment. Reappointment is permitted.

16-2. If a member resigns during their term, the replacement shall serve for the remainder of the predecessor's term.

(Meetings and Convening)

Article 17: The Comprehensive Evaluation Subcommittee shall, in principle, hold regular meetings twice a year.

17-2. Extraordinary meetings shall be held under the following circumstances:

- (1) Submission of an appeals review report by the Appeals Review Committee
- (2) Determination by the Chairperson of the Board or the Chairperson of the Subcommittee that a meeting is necessary
- (3) Written request for a meeting from subcommittee members specifying the purpose

17-3. Meetings shall be convened by the Chairperson of the Subcommittee.

(Chairperson)

Article 18: The Chairperson of the Comprehensive Evaluation Subcommittee shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall assume this role.

(Quorum)

Article 19: Meetings of the Comprehensive Evaluation Subcommittee shall require the attendance of a majority of its members to conduct business and make decisions.

(Resolutions)

Article 20: Resolutions shall be made by a majority of attending members unless otherwise specified. In the event of a tie, the Chairperson shall decide.

20-2. Members shall not participate in discussions related to applicant institutions with which they are affiliated or have a conflict of interest.

(Written Voting)

Article 21: Members unable to attend meetings for unavoidable reasons may vote in writing on pre-notified agenda items.

21-2. In such cases, the member shall be considered present for the purposes of Articles 19 and 20.

(Minutes)

Article 22: Minutes shall be prepared for all meetings of the Comprehensive Evaluation Subcommittee.

### **Chapter 3: Evaluation Committee**

(Purpose)

Article 23: An Evaluation Committee shall be established under the Comprehensive Evaluation Subcommittee to determine specific matters related to evaluation projects and associated tasks, conduct evaluations, and prepare draft evaluation reports.

(Authority)

Article 24: The Evaluation Committee shall perform the following duties:

- ( 1 ) Preparation and submission of draft evaluation reports to the Comprehensive Evaluation Subcommittee
- ( 2 ) Drafting and revision of the Nursing Education Evaluation Handbook
- ( 3 ) Drafting specific procedures related to evaluation
- ( 4 ) Appointment and dismissal of evaluators
- ( 5 ) Formation of evaluation teams
- ( 6 ) Handling matters related to evaluation projects and associated tasks not assigned to other committees

24-2. The Evaluation Committee shall deliberate on necessary matters for the execution of the above duties and respond to inquiries from the Comprehensive Evaluation Subcommittee.

(Composition)

Article 25: The Evaluation Committee shall, in principle, consist of university faculty members or experts with specialized knowledge in quality assurance and field-specific evaluation of nursing education.

25-2. Members shall, in principle, be affiliated with member institutions. However, individuals from other fields or non-university organizations may also be appointed.

25-3. The committee shall consist of approximately 15 members.

(Appointment of Members)

Article 26: Members of the Evaluation Committee shall be appointed by the Comprehensive Evaluation Subcommittee.

(Chairperson)

Article 27: The Evaluation Committee shall have a Chairperson, nominated by the Chairperson of the Board and appointed by the Board of Directors.

27-2. The Chairperson shall appoint a Vice-Chairperson from among the members to assist in their duties.

(Term of Office)

Article 28: The term of office for members shall end at the conclusion of the regular council meeting held in the final fiscal year within two years of appointment. Reappointment is permitted.

28-2. If a member resigns during their term, the term of the replacement shall serve for the remainder of the predecessor's term.

(Meetings and Convening)

Article 29: The Evaluation Committee shall, in principle, meet bimonthly and as needed. Meetings shall be convened by the Chairperson.

(Chairperson)

Article 30: The Chairperson shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall assume this role.

(Resolutions)

Article 31: Resolutions shall be made by a majority of attending members unless otherwise specified. In the event of a tie, the Chairperson shall decide.

31-2. Members shall not participate in discussions related to applicant institutions with which they are affiliated or have a conflict of interest.

(Minutes)

Article 32: Minutes shall be prepared for all meetings of the Evaluation Committee.

## **Chapter 4: Evaluators**

(Purpose)

Article 33: Evaluators shall conduct document reviews and on-site investigations (in-person or web-based) of self-assessment reports and other materials submitted by applicant institutions, and prepare draft evaluation reports.

(Appointment of Evaluators)

Article 34: Evaluators shall be nominated by the Chairperson of the Evaluation Committee and appointed by the Evaluation Committee.

34-2. Evaluators may concurrently serve as members of the Comprehensive Evaluation Subcommittee, Evaluation Committee, Evaluation Criteria Review Committee, and Evaluator Training Committee.

(Registration of Evaluators)

Article 35: The Board shall register the names, affiliations, and contact information of evaluators in an evaluator registry.

35-2. The registry shall be updated annually.

(Evaluation Teams)

Article 36: Evaluation teams shall be formed by the Evaluation Committee for each applicant institution and shall, in principle, consist of three evaluators. Evaluators shall, in principle, be individuals with insight into university educational and research activities and may include practicing nurses.

36-2. Individuals with conflicts of interest with the applicant institution shall not serve as evaluators for that institution.

(Authority)

Article 37: Evaluators shall perform the duties specified in Article 33 as members of the evaluation team for their assigned institution.

(Lead and Assistant Evaluators)

Article 38: Among the three evaluators in each team, one shall be designated as the Lead Evaluator and one as the Assistant Evaluator by the Evaluation Committee.

38-2. The Lead Evaluator shall oversee the team and compile the draft evaluation report.

38-3. The Assistant Evaluator shall assist the Lead Evaluator and assume their duties in case of absence.

(Training)

Article 39: Evaluators shall, in principle, participate in training sessions conducted by the Board.

(Term, Resignation, and Dismissal)

Article 40: The term of office for evaluators shall be two years. Reappointment is permitted.

40-2. Evaluators wishing to resign shall submit a written notice stating the reason to the Chairperson of the Evaluation Committee.

40-3. The Evaluation Committee may dismiss evaluators who are deemed unable to perform their duties due to physical or mental incapacity or who have engaged in conduct unbecoming of an evaluator.

## **Chapter 5: Evaluation Standards Review Committee**

(Purpose)

Article 41: The Evaluation Standards Review Committee shall be established under the Comprehensive Evaluation Subcommittee to draft or revise evaluation standards and indicators necessary for the execution of evaluation projects and related tasks, and to report to the Comprehensive Evaluation Subcommittee.

(Authority)

Article 42: The Evaluation Standards Review Committee shall perform the following tasks:

- ( 1 ) Drafting or revising evaluation standards
- ( 2 ) Drafting or revising evaluation indicators
- ( 3 ) Drafting specific procedural matters related to evaluations

42-2. The Committee shall deliberate on necessary matters for the execution of the above tasks and respond to inquiries from the Comprehensive Evaluation Subcommittee regarding evaluation standards and indicators.

(Composition)

Article 43: The Committee shall primarily consist of university faculty members or experts with specialized knowledge in quality assurance and field-specific evaluation in nursing education.

43-2. Members shall generally be affiliated with member institutions, though individuals from other fields or non-university organizations may also be appointed.

43-3. The Committee shall consist of approximately 10 members.

(Appointment)

Article 44: Members shall be appointed by the Comprehensive Evaluation Subcommittee.

(Chairperson)

Article 45: The Committee shall have a Chairperson, recommended by the President and appointed by the Board of Directors.

44-2. The Chairperson shall appoint a Vice-Chairperson from among the members to assist.

(Term)

Article 46: The term of office shall end at the conclusion of the regular council meeting for the final fiscal year within two years of appointment.

Reappointment is permitted.

46-2. If a member resigns mid-term, the replacement shall serve the remainder of the predecessor's term.

(Meetings)

Article 47: The Committee shall generally meet twice annually and be convened by the Chairperson.

(Presiding Officer)

Article 48: The Chairperson shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall act in their place.

(Resolutions)

Article 49: Resolutions shall be made by a majority of attending members unless otherwise specified. In case of a tie, the presiding officer shall decide.

(Minutes)

Article 50: Minutes shall be prepared for all meetings.

## **Chapter 6: Evaluator Training Committee**

(Purpose)

Article 51: The Evaluator Training Committee shall be established under the Comprehensive Evaluation Subcommittee to plan and manage training programs aimed at developing the qualifications and competencies of evaluators to ensure fair and appropriate evaluations.

(Authority)

Article 52: The Committee shall perform the following tasks:

- ( 1 ) Drafting and revising evaluator training programs
- ( 2 ) Planning and implementing annual training schedules
- ( 3 ) Other matters related to evaluator development

52-2. The Committee shall deliberate on necessary matters for the execution of the above tasks and respond to inquiries from the Comprehensive Evaluation Subcommittee.

(Composition)

Article 53: The Committee shall primarily consist of university faculty members or experts with specialized knowledge in quality assurance, field-specific evaluation in nursing education, or university evaluation experience.

53-2. Members shall generally be affiliated with member institutions, though individuals from other fields or non-university organizations may also be appointed.

53-3. The Committee shall consist of approximately 10 members.

(Appointment)

Article 54: Members shall be appointed by the Comprehensive Evaluation Subcommittee.

(Chairperson)

Article 55: The Committee shall have a Chairperson, recommended by the President and appointed by the Board of Directors.

55-2. The Chairperson shall appoint a Vice-Chairperson from among the members to assist.

(Term)

Article 56: The term of office shall end at the conclusion of the regular council meeting for the final fiscal year within two years of appointment. Reappointment is permitted.

56-2. If a member resigns mid-term, the replacement shall serve the remainder of the predecessor's term.

(Meetings)

Article 57: The Committee shall generally meet four times annually in accordance with the field-specific evaluation schedule and be convened by the Chairperson.

(Presiding Officer)

Article 58: The Chairperson shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall act in their place.

(Resolutions)

Article 59: Resolutions shall be made by a majority of attending members unless otherwise specified. In case of a tie, the presiding officer shall decide.

(Minutes)

Article 60: Minutes shall be prepared for all meetings.

## **Chapter 7: Objection Review Committee**

(Purpose)

Article 61: The Objection Review Committee shall be established under the Comprehensive Evaluation Subcommittee to review objections submitted by institutions regarding comprehensive judgments.

(Authority)

Article 62: The Committee shall review whether objections submitted by institutions regarding comprehensive judgments are based on valid reasons and report the results to the Comprehensive Evaluation Subcommittee.

62-2. The Committee shall also respond to inquiries from the Comprehensive Evaluation Subcommittee regarding objection reviews.

(Composition)

Article 63: The Committee shall primarily consist of university faculty members or experts with specialized knowledge in quality assurance and field-specific evaluation in nursing education.

63-2. Members shall generally be affiliated with member institutions, though exceptions may be made for individuals from other fields or non-university organizations.

63-3. The Committee shall consist of approximately 5 members.

(Chairperson)

Article 64: The Committee shall have a Chairperson, recommended by the President and appointed by the Board of Directors.

64-2. The Chairperson shall appoint a Vice-Chairperson from among the members to assist.

(Appointment)

Article 65: Members shall be selected from among preliminary objection reviewers appointed by the Comprehensive Evaluation Subcommittee.

65-2. The Subcommittee shall appoint approximately 10 preliminary reviewers from among the Board members, committee members, and experts in nursing or other fields, excluding members of the Comprehensive Evaluation Subcommittee (except the Chairperson of the Objection Review Committee) and Evaluation Committee members.

65-3. Individuals affiliated with, or having a conflict of interest with, the institution under review shall not participate in the objection review.

65-4. The Chairperson may appoint additional reviewers from among the preliminary reviewers as needed.

(Meetings)

Article 66: When an objection is submitted, it shall be referred to the Committee, which shall be convened by the Chairperson.

(Presiding Officer)

Article 67: The Chairperson shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall act in their place.

(Resolutions)

Article 68: Resolutions shall generally be made by unanimous agreement of attending members. If consensus is difficult, decisions may be made by majority vote.

(Confidentiality)

Article 69: Meetings shall generally be confidential. However, a summary of proceedings shall be prepared.

(Objection Review Report)

Article 70: The Chairperson shall prepare a report on the review results and submit it to the Comprehensive Evaluation Subcommittee.

## **Chapter 8: Miscellaneous**

(Evaluation Fee)

Article 71: Universities applying for evaluation of nursing education programs shall pay the prescribed evaluation fee.

(Rules Related to Evaluation)

Article 72: Matters not specified in these Principles shall be separately determined by the Comprehensive Evaluation Subcommittee.

(Amendments)

Article 73: Amendments to these Principles shall be made by the Board of Directors based on proposals from the Comprehensive Evaluation Subcommittee.

### Supplementary Provisions

1. These Principles were enacted on February 8, 2019, and shall take effect on the same date.
2. Amendments shall take effect on August 23, 2019.
3. Amendments shall take effect on December 6, 2019.
4. Amendments shall take effect on September 4, 2020.
5. Amendments shall take effect on December 11, 2020.
6. Amendments shall take effect on December 10, 2021.
7. Amendments shall take effect on June 17, 2022.
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