

## NCCN Guidelines Submission Process FAQs

### 1. When should I send my submission to the Guidelines Panel?

Please refer to the [annual meeting schedule](#) to determine when the Guideline Panel you wish to submit to will meet for the next annual update. Annual meeting dates are usually posted by mid-January and occur between April and December.

For your submission to be considered during an annual update meeting, it must be received at least 28 days in advance of the meeting date. If you submit less than 28 days from the meeting date, your submission may not be considered until the following year/annual update.

### 2. How will I know when the Guideline Panel will meet to review my submission?

The majority of submissions are reviewed during the [annual meeting](#). However, a submission (eg, new FDA approvals) may be reviewed on an interim basis. Interim update meetings occur as needed and are not posted on our website.

You will know if your submission was reviewed when a new version of the Guideline is published and your submission is included in the [transparency](#) document. If a new version is published and your submission is not included in the transparency, please do not resubmit. This indicates that your submission was not reviewed for that specific version and is still in the process of being reviewed and will be included on a transparency document for another version.

### 3. How can I determine the status of my submission?

You can view the status your submissions on the [My Submission Request page](#) when you login to your nccn.org account. Your request will have one of the following statuses:

- **Received:** Submission has been received
- **Incomplete:** Submission requires further information prior to review
- **Closed:** Submission does not meet the outlined requirements for consideration
- **Submission Withdrawn:** Submission has been withdrawn by the customer/submitter
- **Pending:** Submission is in the process of review and panel's decision will be available when Guideline updates are published
- **Decision:** Panel decision is available in the transparency

Due to the confidentiality surrounding the Guidelines development process, we cannot provide specific information on the content or status of your submissions, other than the statuses above.

### 4. How long should I expect my submission(s) to be in pending status?

If a status reads Pending, it means that we have received the submission and it is currently in the review process. The average annual update is published 5-6 months after the annual panel meeting.

**5. Should I resubmit if my submission is in Pending status for a long time?**

No. Please do not create a new submission that duplicates a request in Pending status. Duplicate submissions cause processing delays. If the status is Pending, it means that we have received the submission and it is being considered.

Please keep in mind the average annual update is published 5-6 months after the annual panel meeting.

**6. When should I resubmit my submission?**

You may resubmit only when the outcome of the initial submission is shown on the [transparency](#) document (the submission status will be “Decision”) and you are providing new data or additional supporting evidence. If you submit the same request without additional evidence, NCCN will not consider the submission, and you will be notified that the status has been changed to “Closed”. Please do not resubmit if your submission is in Pending status. If you would like to make changes to a submission that is Pending, please edit the submission (see below).

**7. Can I edit a submission already submitted?**

Yes, if you would like to add new data or information to an existing submission and the [panel meeting date](#) is in more than 28 days, please edit the existing submission (please do not create a new submission). You can edit existing submissions by going to [My Submission Requests](#). If the meeting date is in less than 28 days, you can email [submissions@nccn.org](mailto:submissions@nccn.org) for consideration of newly added data.

**8. The Guideline I submitted to was recently updated, but my submission was not included in the transparency document. What does this mean?**

If your submission is in Pending status, this means your submission is in the process of review but was not considered for the most recent version update. NCCN Guidelines may have several interim versions before the next annual update is published.

Please do not create a new submission that duplicates a request in Pending status. Duplicate submissions cause processing delays.

**9. A new Guideline version was published but there is no Transparency Document. What does this mean?**

We make every effort to post transparency documents within a few days of publishing a new Guideline version. If there is a delay, we are working to post the transparency as quickly as possible. We do not delay publishing new Guideline Versions due to transparency delays.

**10. When the submission status is “Decision,” but I don’t see anything in the updated Guideline regarding my submission, what should I do?**

Go to the [Transparency page](#) to find the transparency document for the relevant Guideline Version. If your submission was considered for this Version, it will be in the transparency with

the decision indicated (eg, Change Made, Change Not Made, etc.) and the panel vote. If the transparency is not posted yet, continue to check back as transparency documents are typically posted within a few days of a new Guideline Version publishing.

**11. The transparency document says “Defer to a future update” for my submission. What does this mean?**

This indicates that the Panel reviewed the submission and deferred a decision until a future Guideline update. In this case, the submission will be reviewed and considered again at a future meeting for a future update. When the submission is scheduled to be reviewed in another meeting, the status will change from “Decision” back to “Pending” on [My Submissions Requests](#) page. No action is needed from the submitter.

Please do not create a new submission that duplicates a request in Decision or Pending status. Duplicate submissions cause processing delays.

**12. How are the NCCN Guidelines versioned?**

Annual Guidelines updates are always Version 1 (eg, Version 1.2024, 1.2025).

All other versions outside the annual update are considered interim versions (eg, Version 2.2025, 3.2025.). Please note that only annual meeting dates are posted on our website. Interim meeting dates are not publicly available.

**13. What is the difference between an annual update and an interim update of the Guidelines?**

All NCCN Guidelines are reviewed and updated annually resulting in Version 1 of the Guideline (eg, Version 1.2024, Version 1.2025). The annual update is driven by the Institutional Review process in which each NCCN Guideline is reviewed by clinical experts at NCCN Member Institutions to identify areas where new data/evidence have changed either the standard of care or the way in which existing data are interpreted. External entities are also able to submit new information through the [submission request process](#). The institutional review and external submissions are reviewed at the [annual meeting](#) for each NCCN Guideline.

An interim update may be done for an FDA approval or if there is new evidence that needs to be addressed before the next annual update meeting. The need for interim Panel meetings is determined by the Panel Chair and Vice-Chair in conjunction with NCCN Headquarters Guidelines staff. Interim panel meeting dates are not posted on our website. All Guideline Versions after Version 1 of the given year are interim updates (eg, Version 2.2025, Version 3.2025).

**14. Who should I contact if I still have questions?**

Please direct any other questions about Guidelines submissions to [submissions@nccn.org](mailto:submissions@nccn.org)