

Customer Guidance for Requesting Changes to SNOMED CT

Date: 20251028
Version: 16.0
Status: Approved

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Amendment History

Version	Date	Editor	Comments
0.1	20150612	Maria Braithwaite	First draft for review and comments.
0.2	20150616	Maria Braithwaite	Second draft after review and comments.
0.3	20150625	Maria Braithwaite	Third draft after review by Content Team.
0.4	20150630	Maria Braithwaite	Fourth draft for review after comments by Head of Terminology.
0.5	20150701	Maria Braithwaite	Update with comments from Head of Terminology.
1.1	20160927	Maria Braithwaite	Update after move to CRS.
2.1	20170511	Maria Braithwaite	Update logo and minor changes.
3.1	20170711	Maria Braithwaite	Update with Service Level Agreement.
3.2	20170712	Maria Braithwaite	Update after review.
4.1	20171013	Maria Braithwaite	Update section 6.5.
4.2	20171031	Maria Braithwaite	Update after review.
5.1	20180720	Maria Braithwaite	Update to Appendix A - reference sources for substance requests.
5.2	20180814	Maria Braithwaite	Update to Appendix A after Content Team review.
6.1	20190124	Maria Braithwaite	Update to information about service level agreement.
7.1	20191010	Maria Braithwaite	Include new section: Promotion of National Content Identified by a Second Member Country as Useful.
8.1	20200506	Maria Braithwaite	Update to document.
9.1	20201125	Maria Braithwaite	Update to document.
9.2	20201210	Maria Braithwaite	Update to document.
10.1	20220214	Maria Braithwaite	Update to document for move to frequent release.
10.2	20220221	Maria Braithwaite	Updates after review by NIN.
11.1	20220815	Maria Braithwaite	Update for promotion of content from approved extension. Add new Appendix B.
11.2	20220822	Maria Braithwaite	Update after CRI and KLI review.

12.1	20230201	Maria Braithwaite	Update to included new guidance for submission of medicinal products, updates to information about LOINC related requests.
12.2	20230213	Maria Braithwaite	Updated after review by CRI, FAS, NIN, SSA, EWO.
12.3	20230216	Maria Braithwaite	Further update after review by JCA, MHA.
13.1	20240124	Maria Braithwaite	New sections for voting, watching, change to reference set.
13.2	20240214	Maria Braithwaite	Updated after review by EWO, and review in part by SSA and FAS.
14.1	20240619	Maria Braithwaite	Update for LOINC.
14.2	20240628	Maria Braithwaite	Update after review by SSA and FAS.
15.1	20250529	Maria Braithwaite	Update for LOINC. Update Appendix A.
15.2	20250603	Maria Braithwaite	Update after review by SSA. Update after review KLI.
15.3	20250617	Maria Braithwaite	Update after review.
15.4	20250929	Maria Braithwaite	Update links. Update LOINC. New Appendix C Finalise version for review.

Approvals

Version	Date	Approver	Comments
1.0	20150702	Ian Green James Case	Approved for distribution.
2.0	20161005	Lesley MacNeil	Approved for distribution.
3.0	20170531	Lesley MacNeil	Approved for distribution.
4.0	20170720	Lesley MacNeil	Approved for distribution.
5.0	20171101	Lesley MacNeil	Approved for distribution.
6.0	20180817	Lesley MacNeil	Approved for distribution.

7.0	20190206	Lesley MacNeil	Approved for distribution.
8.0	20191024	Monica Harry Jim Case	Approved for distribution.
9.0	20200527	Monica Harry Jim Case	Approved for distribution.
10.0	20210104	Monica Harry Jim Case	Approved for distribution.
11.0	20220228	Monica Harry Jim Case	Approved for distribution.
12.0	20220922	Monica Harry Jim Case	Approved for distribution.
13.0	20230224	Monica Harry Jim Case	Approved for distribution.
14.0	20240226	Monica Harry Jim Case	Approved for distribution.
15.0	20240723	Jim Case	Approved for distribution.
16.0	20251028	Monica Harry Jim Case	Approved for distribution.

Future Review Timetable

Review date	Responsible owner	Comments
As required	Maria Braithwaite	Update when change necessitates.

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1 Introduction

1.1 Purpose

This document is intended to provide guidance for customers during the preparation of a request submission for the international edition of SNOMED CT. Please note, a user account may be required to access some of the links included in this document, for assistance please contact info@snomed.org

1.2 Scope

The scope of this document is restricted to the creation of requests for new content and content changes for the international edition of SNOMED CT. It is not intended to provide technical guidance on how to use the SNOMED CT Content Request Service (CRS) system.

A user guide for the SNOMED CT Content Request Service (CRS) can be found here <https://conf.spaces.snomed.org/wiki/spaces/SCTCR/pages/132482149/CRS+User+Guide>

1.3 Audience

The intended audience for this document includes any stakeholder who has been authorized to submit a request for content changes for the international edition of SNOMED CT. This includes but is not restricted to the SNOMED International Content Team, other SNOMED International staff, National Release Centers, SNOMED CT extension managers and member countries.

2 Who Can Request a Change

2.1 National Release Centers

SNOMED International coordinates requests for additions or changes to SNOMED CT through its Members' National Release Centers (NRC). For more information about the processes in each country, please access the relevant member page from here <https://www.snomed.org/members>

2.2 Other Authorized Submitters

Authorized users may submit requests for additions or changes via the SNOMED CT Content Request Service (CRS) system.

An authorized submitter is usually a named individual from a National Release Center, a user from a member country who does not have access to a National Release Center or individuals from international groups who have been identified as providing specialist content.

Affiliate license holders may in the first instance submit requests for content changes by sending an email to info@snomed.org

To request access to the SNOMED CT Content Request Service (CRS) system please contact: info@snomed.org

3 Where to Submit a Request

The SNOMED CT Content Request Service (CRS) system can be accessed here

<http://snomed.org/crs>

4 Service Level Agreement

The current Service Level Agreement (SLA) for the CRS can be accessed here

<https://conf.spaces.snomed.org/wiki/spaces/SCTCR/pages/132481129/Service+Level+Agreement+for+International+CRS>

4.1 Acknowledgement

Submitters will receive an acknowledgement of receipt of their submission within 7 working days.

4.2 Request Submission Dates

A notice will be published on the website biannually to indicate the submission dates for the CRS

<https://www.snomed.org/change-or-add>

- **CRS SLA Reporting Period for Q1 and Q2**
 - Requests submitted between 14th October and 15th April inclusive will be reviewed for inclusion in a monthly edition release in or before the following July international edition release.
- **CRS SLA Reporting Period for Q3 and Q4**
 - Requests submitted between 16th April and 13th October inclusive will be reviewed for inclusion in a monthly edition release in or before the following January international edition release.

Date of publication for the requested change will be communicated to the submitter via the CRS request at the time it is moved to a status of complete.

4.3 Request Commitment

All requests submitted on or before the published request closure date for the reporting period shall be considered for inclusion or have an identified content tracker assigned, unless they are marked for clarification, appeal or are rejected or withdrawn.

Requests will be considered for inclusion providing that the following criteria are met:

1. The required information as specified in this document has been supplied with the request.
2. The request aligns with current editorial guidelines.
3. The submitter has not exceeded the maximum of 150 changes of the same type within the reporting period.

Complex requests that impact a large area of content or require additional input from resources other than the manager of the request may exceed this period.

4.4 Request Balance

SNOMED International reserves the right to assess the number of submissions made per country per release to create balance of submissions and fairness in equal resolution of requests.

Any set of requests from the same member country/submitter may not exceed 150 of the same type during the same SLA reporting period. This includes submissions of the same type directly to CRS or requests for promotion of extension content directly via the authoring platform for managed service users.

Examples of the same type of requests would be: 150+ requests for new concepts all in the same hierarchy (i.e. procedure, body structure, substance etc.), 150+ requests for lateralized content, 150+ requests for changes to existing content such as new descriptions, modeling changes such as to stated relationships or attributes, concept or description inactivation, changes to descriptions or questions about existing content.

The 150 total may be submitted as a large submission or smaller submissions, however once the total of 150 has been reached no further requests of the same type will be accepted during that SLA reporting period. Further requests above the 150 total will be marked as rejected.

Any set of requests exceeding 150 of the same type must be referred to the Customer and Relationship Management executive before being submitted to the CRS system to discuss options for inclusion into the international edition.

4.5 Bulk Submissions

Bulk submissions are content changes of more than 150 of the same type and must be submitted to the Customer & Stakeholder Relationship executive who will coordinate the best path for inclusion. This will be either a bulk submission or a Member Priority project, including feedback timeline within available resources and priorities.

4.6 Requests for Clarification

In accordance with the SLA, all requests marked for clarification will remain open for a period of 60 days, after which the request will be closed without right to appeal.

5 Types of Request

5.1 New Concept

A request for a new concept must consider existing content and align with the existing Editorial Guidance. The Editorial Guidance can be accessed here

<https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide>

Text that is protected by copyright will not be accepted for inclusion unless accompanied by a release from the copyright holder.

5.2 Changes to Existing Content

A change can be made to existing content if the request aligns with existing Editorial Guidance. Please ensure a clear justification for requesting a modification is supplied with the request.

Examples of the type of changes to existing content that may be considered are:

- Inactivate a released concept
- Add a new description
- Inactivate a description
- Add a new relationship
- Inactivate a relationship
- Make a change to metadata such as case sensitivity
- Make an existing concept sufficiently defined or primitive

5.3 Promotion of Content to the International Edition from Approved SNOMED CT Extension

SNOMED International may promote any published concept from a National Release Center (NRC) approved extension into the international edition of SNOMED CT.

When a request for a new concept is submitted to the CRS, there is no requirement for the SNOMED International Content Team to check any NRC approved extension for potential duplication with national content.

Please follow the steps detailed below to request promotion of content from an extension.

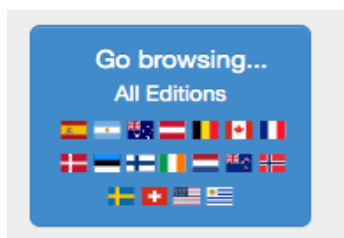
5.3.1 Check Browser

Before making any request to the CRS, to avoid duplication of content, users are strongly recommended to check the NRC approved extension content to identify whether the needed content is already published in an extension.

NRC approved extension content may be viewed here:

<https://browser.ihtsdotools.org/>

Please select 'Go Browsing All Editions'



The UK Edition is available via a browser provided by NHS Digital:

<https://termbrowser.nhs.uk/>

5.3.2 Contact Owing Extension

Where the required concept is already published in an extension, the extension concept will be considered for promotion to the international edition of SNOMED CT.

Approval must be sought from the manager of the extension from which promotion of concept(s) is requested; the manager of the 'owning' extension is required to create a request for promotion.

Contact information for member countries is available here <https://www.snomed.org/our-stakeholders/members>

All submissions for promotion must include the concept ID for the concept that is requested for promotion in the correct field in CRS ('Local SNOMED CT Code'), along with the usual information required when making a submission such as definition and use case, please see Section 6 'Submission Checklist'. It is the responsibility of the extension seeking promotion to ensure that this information is supplied.

Please see Appendix B for a template covering the information that is to be provided to the manager of the owning extension when making a request for promotion of concept(s).

5.3.3 Request Promotion

Upon receipt of the request for promotion and the information in the template in Appendix B, the manager of the owning extension will submit a request for promotion. The originator of the request may wish to add themselves as a watcher to the CRS request to track its progress. Use of the 'eye' icon in a CRS request will allow the watcher to receive the same email updates as the submitter of the request.

IMPORTANT NOTE: where a concept is published in a local namespace extension the concept must not be requested for promotion to the international edition if it is awaiting publication in the national extension.

A concept can be directly promoted from a local namespace extension into the international edition. However, if the concept is scheduled for publication in the national extension, promotion to the international edition must not be requested until the concept has an effective time in the national extension.

This will prevent a scenario where the national and international effective time are the same or discordant.

Managed service customers may request promotion of a concept from their own extension via the SNOMED International authoring platform functionality. All other requestors must submit directly to the CRS.

5.3.4 Further Information

1. 'Non-owning' requestors may create the concept in their own extension whilst awaiting the release of a concept promoted to the international edition from another extension, however the concept would require future inactivation with its associated impact if already implemented.

2. The SNOMED International Content Team will ensure that the requested use case is consistent with the meaning of the concept in the national extension and if necessary, clarify this with the manager of the owning extension.
3. Requests received via the CRS will be progressed in accordance with established service level agreements.
4. Where two or more requests are received for promotion of the same concept that exists in different national extensions, the request with the earliest submission date will have precedence.
5. The CRS request submitter will be notified that the concept has been added via the automated update in the CRS request.
6. Once promoted, the concept, associated descriptions and relationships will be part of the international edition of SNOMED CT and may be subject to future changes and remodeling; the scope of which is defined in the Editorial Guidance.

5.4 Batch Requests for Member Country Specific Projects

5.4.1 Batch Submission

A batch submission to support SNOMED International agreed projects; content development from SNOMED International Clinical Reference Groups, Project Groups and collaborative agreements may be submitted via the CRS system using the batch submission functionality.

5.4.2 Batch Submission for Member Country Specific Projects

A batch submission for more than 150 content changes or new concepts of the same type (e.g. organism, product, substance) to support member country specific projects must not be made without prior consultation with SNOMED International. Consultation can be carried out using existing mechanisms for member content prioritization such as the annual member prioritization process, or contact made via the regional Customer Stakeholder & Relationship Management executive in the first instance.

Contact: info@snomed.org

Global - Shelley Lipon

Europe - Licinio Kustra Mano

North America, Middle East and Africa - Nick Egarhos

Asia Pacific - Liara Tutina

Latin America - Victor Medina

The Customer Stakeholder & Relationship Management executive will coordinate the best path for inclusion, either a batch submission or a Member Priority project, including feedback timeline within available resources and priorities. It is also necessary that the full impact of a batch change be understood to ensure a quality solution is achieved. Prior to implementing any batch change(s), a thorough analysis of the change(s) requested including testing to observe impact, impact to the terminology and clinical implications may be required. Batch Submission

requests, i.e. requests totaling more than 150, affecting one or more domains of the hierarchy, must follow the guidelines below:

- I. Support a work plan initiative, or editorial mandate to directly progress or provide a value benefit at an international or quality level.
- II. Include a desired implementation date if known or estimated if not known.
- III. Demonstrate an international use case and provide an explanation of the clinical application.
- IV. In all cases, clearly demonstrate that SNOMED International Editorial Guidelines are adhered to.

6 Submission Checklist

It is in the best interest of both the submitter and the SNOMED International Content Team that a request for change incorporates as much information as possible to support the requirement.

Where a request is submitted with all the desired information in support, the Content Team is more likely to accept the request without the need for further clarification. This is necessary for the customer to receive the desired change in a reasonable timescale. It will also reduce the risk of misunderstanding that may result in the original requirement not being met.

Submissions that do not include the required information set out below may be rejected without right to appeal.

Prior to making a submission for a change to the international edition release of SNOMED CT, the following steps should be followed:

6.1 Check the Most Recent Version of SNOMED CT

The submitter should check the most recent version of SNOMED CT to ensure that the desired change is not already present in the terminology. It is recommended that the submitter check the SNOMED International browser, which can be accessed here <http://browser.ihtsdotools.org>

Please remember that the desired concept may be available as a slightly different phrase. The words or word order of the description may not entirely match, but the released concept may be conceptually the same as the new request. Where this is the case a request for a new synonym may be considered. A new concept request must not be submitted, as it will not be accepted due to the presence of an existing concept.

6.2 Review the Editorial Guide

The Editorial Guidance can be accessed here

<https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide>

The Editorial Guide document provides information about requests that may or may not be suitable for inclusion into the international edition of SNOMED CT.

The Editorial Guide should be consulted prior to submission of a request to establish if there is policy around the type of request that is being considered for submission.

For example, requests for new content that include classification type terms such as other, NOS (not otherwise specified), NEC (not elsewhere classified) will not be considered for inclusion (Classification-derived phrases see <https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide/readme/snomed-ct-introduction/out-of-scope>).

Similarly requests for disjunction (disjunctive aggregates) will not usually be accepted. Where an editorial principle exists that precludes the inclusion of a particular type of concept then a request for content of this nature will not be accepted.

6.3 Provide Clear Justification for Requesting a Change or New Concept

It is very important to incorporate a clear justification for any change request for the international edition of SNOMED CT. For example, “Used as a member of a value set in support of the provider occupation field.”

This level of detail will assist the Content Team in understanding the nature and context of the requirement. The justification will also aid in assessing the risks and benefits that are associated with making the change. **Please remember that requests for new concepts that are country specific are not suitable for the international edition.** Please request content of this type for addition to a national or local extension.

6.3.1 Mandatory Fields

Please note that the fields including ‘Summary,’ ‘Topic,’ ‘Proposed Use Case’ and ‘Reference’ are mandatory fields when making a submission. Copy and paste of generic text such as “gap in terminology” or “self-evident” does not supply adequate justification for a change and may result in further clarification (which will delay the inclusion of the request) or a status change to ‘Rejected.’

6.4 Identify the Semantic Tag

It is important to consider where the requested new concept will sit within the SNOMED CT hierarchy. The submitter must consider the nature of their requirement along with how it will be implemented in clinical systems.

When making a request for a new concept the desired semantic tag for the new addition is required as part of the submission. This will assist the Content Team in understanding the nature of the requirement and help in ensuring that the original requirements are met. The submitter should verify that the requested semantic tag aligns with the requested parent term. For example, a request for a new concept in the finding hierarchy must be a descendant of the concept 404684003|Clinical finding (finding).

Further information about the semantic tag can be found in the Editorial Guide.

6.5 Provide a Reference

Submissions for a change to the international edition of SNOMED CT **must be supported by at least one reference that is of international relevance.** Please remember that requests for change need to be of international application and not confined to one member country. We

may require more than one reference to assess the validity and international applicability for some areas of content.

Literature intended for patient education purposes should not be used in support of a request; it frequently includes generalizations that are not always true but may be true in the context of the topic being addressed.

The supporting information submitted with the request is required to be recent and from an authoritative source such as a scientific or professional journal or a professional society. Where the reference refers to a classification system, international guidelines, etc. the submitted reference must refer to the latest version of the resource.

Note: new Clinical Drug products must be supported by authorized references, i.e. Summaries of Product Characteristics (known as SPCs or SmPCs), please see Table 3 of Appendix A for further information. Please also refer to section 8, Guidance for 763158003 |Medicinal product (product)| Hierarchy for additional information.

References to Wikipedia are not sufficient. Reference material that is provided in support of a request must be accessible to the Content Team. For example, references from books and journal articles that are not publicly available are not acceptable. Please see Appendix A for a list of suggested resources that may be used to provide information in support of a request.

6.6 Provide a Definition

Where a new concept is being requested, a text definition that identifies the exact nature of the request must be included. This is especially important where the request is for an obscure disease or a new procedure or is unusual in its nature. Please note that restating the requested descriptions is not considered to be sufficient as a definition. A request for the inclusion of a text definition for a new or existing concept must demonstrate international applicability. Text that is protected by copyright will not be accepted for inclusion unless accompanied by a release from the copyright holder.

6.7 Explain Acronyms, Abbreviations, Eponyms

When making a submission, fully expand all abbreviations. Abbreviations are not allowed in the Fully Specified Name (FSN) as the use of acronyms and abbreviations can cause confusion and will cause delay in processing the request. Even though a particular procedure or disease may commonly be referred to by an acronym in one country, this may not be the same at the international level.

6.8 Request for Concept with a Namespace Identifier

Please use the field 'Local SNOMED CT Code' in the CRS to record an extension concept ID that should be retained with the addition of the new concept. When submitted with a request, the extension concept ID will be retained when the concept is added to the international edition of SNOMED CT. Where retention of the extension concept ID is not required the concept ID must NOT be submitted with the request. Where the local concept ID is not recorded in the correct field the concept ID will not be retained.

Requests for promotion of content from a different national extension must be accompanied by permission from the 'owning' extension, please see Section 5.3 of this document for further information.

Please ensure that the correct extension concept ID that aligns with the correct descriptions are submitted for inclusion in the international edition, it is the responsibility of the submitter to check the information submitted is correct.

6.9 Concept Modeling

Submission of the requested descriptions along with the desired attributes and values required to sufficiently define the concept is encouraged and may be of utility to the Content Team, however this requires a high level of familiarity with the Editorial Guide. Note that the final decision about the modeling of a concept rightly belongs to SNOMED International.

6.10 Voting

Voting functionality allows other users to 'vote' for a request that has been submitted to the CRS by another user. Whilst the number of votes may be a consideration when discussing the management of a request, it does not alter the priority for the request to be progressed.

6.11 Watcher

Interested parties may add themselves as a watcher to any request to receive updates on its progress.

7 Request Status

7.1 New

All submissions are initially assigned a status of New. A preliminary check will be carried out to ensure that the new request falls within the inclusion criteria and scope for the international edition of SNOMED CT. Further information regarding scope can be found in the SNOMED CT Editorial Guide.

7.2 Draft

A request that has been started and saved but is not yet submitted. The submitter can choose to submit this request once the desired information has been added or can delete the request. The SNOMED International Content Team **cannot see or access a request that is in 'draft'**. The service level agreement timelines begin from the time that the request is submitted to the CRS and do not consider any time that the request has been in 'draft'.

7.3 Accepted

Following initial review, each request is assigned a manager who is a member of the SNOMED International Content Team. A change to a status of 'Accepted' does not mean that the request will be approved for inclusion in SNOMED CT.

All requests are treated as normal priority except for data errors. Where a request points towards a possible error in SNOMED CT, the request will be prioritized for investigation.

7.4 Under Authoring

This status indicates that the Content Team is actively evaluating the request.

7.5 Ready for Release

A request status will be changed to 'Ready for Release' once the requested change has been made and approved, however please note this does not assure that the requested change will be included in the final release data. There are a considerable number of technical processes undertaken after editing for a particular edition release has been completed. This can on occasion result in a change that has been made being reverted, or a concept removed from the edition release.

7.6 In Inception

This status was formerly used for requests awaiting resolution of a Content Tracker. From March 2020 onwards where a CRS request falls into the scope for an existing Content Tracker, the request will be marked as 'rejected' with a note to ask the submitters to add themselves as a 'watcher' to the appropriate Content Tracker. The manager for the request will link it to the Content Tracker to ensure that the CRS request is progressed along with the Content Tracker once editing on that specific content area commences.

Content Trackers are intended to investigate issues or enhancements to both existing and future content for SNOMED CT. A process for understanding the problem and elaboration of a solution is undertaken to make improvements to existing content and clarify how content of a similar nature will be incorporated into SNOMED CT in the future. Depending upon the nature of the Content Tracker, this may be a long-term large-scale content project or a smaller project with a shorter timescale.

7.7 Awaiting Agreement Compliance

This status is used for requests that cannot be resolved at the time of submission due to contractual obligations or intellectual property issues that are awaiting resolution or permission from a copyright owner. This status may be used whilst SNOMED International is exploring options to progress a collaboration agreement with an external partner or seeking permission to incorporate content that is protected by copyright such as textual definitions into the international edition.

7.8 Clarification Needed

Where insufficient information is provided to proceed with a request, a member of the Content Team will incorporate questions to be resolved and change the status of the request to 'Clarification Needed.' This will generate an email to the original submitter.

Where a request for clarification to a customer is not answered within 60 days from the date the clarification is generated, the request will be rejected along with a note that the request was

rejected due to a lack of response by the submitter. After this **no further action** will be taken with the request even if a response to the clarification is received. Once the 60 days have passed if the change is still required a new request must be submitted. The resubmitted request must include additional information related to the request for clarification. Failure to provide additional information will lead to a second and final rejection of the request.

7.9 Pending Internal Input

This status is for use by the Content Team to identify requests that require further input from a different member of the Content Team.

7.10 On Hold

This status is for use by the Content Team as part of workload management. Requests may be placed on hold whilst awaiting assignment to a member of the Content Team throughout the editing cycle.

7.11 Forwarded

Where a request is received that is not in scope for the international edition of SNOMED CT, it may be suitable for a specific extension. The request may be forwarded to another extension manager or National Release Center.

7.12 Withdrawn

A submitter may choose to withdraw their request at any time up to the point the status is assigned as 'Ready for Release.' However, a submitter may not unilaterally prevent the addition of content to SNOMED CT or cause it to be inactivated through this mechanism if it is believed to be a valid request and of value to stakeholders.

7.13 Resolved Without Content Changes

This status is used where a request can be resolved in discussion with the submitter but without making any content changes. Examples of this include where a request contains a question that can be answered without making any changes to the content or where a potential duplicate concept is identified but subsequently is verified as a valid concept.

7.14 Rejected

Where a request has had a full review and is not considered to be in scope for SNOMED CT or does not meet the criteria outlined in the Editorial Guide, or clarification about the request has not been received within 60 days, the request will be rejected. This status is also used for requests that are linked to a Content Tracker (please see section 7.6 Inception for further details).

7.15 Completed

A request status will be changed to “Completed” once the edit has been made and approved and the data files are ready for release. Prior to this time, inclusion in the edition release cannot be guaranteed.

7.16 Appeal

Where a request has been ‘Rejected’, the submitter may provide additional information or references and request a further review of the decision. The submitter can then place the request in ‘Appeal’ status. In these circumstances the decision will be reviewed and if necessary, referred to the Chief Terminologist for final disposition.

Where an appeal is submitted for a request that was rejected due to lack of response to a request for clarification, the appeal will not be accepted for consideration, and the request will be marked as ‘Appeal Rejected’

7.17 Appeal Rejected

After conclusion of the appropriate appeal process, where the outcome remains unchanged, this status will be applied.

7.18 In Appeal Clarification

Where an appeal is received but there is insufficient information to support a full review of the request, the original rejection and/or the reason for the appeal, the request will move to this status. Where a response to ‘In Appeal Clarification’ is not received, the request will be moved to ‘Appeal Rejected’ once 60 days have elapsed. At this point, no further action will be taken with the request.

7.19 Change to Reference Set

This status is used to manage a request for a change to a reference set that is maintained by SNOMED International. Requests for changes to a reference set are submitted by the reference set ‘owner’ only and have separate timescales outside of the established service level agreement for CRS.

8 Guidance for 763158003 | Medicinal product (product) | Hierarchy

8.1 Clinical Drug with Corresponding Substance Concept

Where a clinical drug is requested that does not have a corresponding substance concept published in SNOMED CT, the submitter is required to also include a reference for the substance with the request. This will facilitate addition of both the substance and the clinical drug without need for a separate request. Please see Table 4 of Appendix A for suggested references relating to substances.

8.2 Submission Requirements

Please see below for a list of information that is required as part of a CRS submission, the information must be provided from formal documentation e.g. a regulatory authority or from the marketing authorization holder:

- Precise active ingredient substance(s)
- Basis of strength substance(s) with their strength(s) using appropriate units
- Pharmaceutical dose form
- Unit of presentation (if required, based on SNOMED International Editorial Guidance)

Summaries of Product Characteristics (known as SPCs or SmPCs) are the authorized references that are reflective of the actual manufactured product. The reference must provide all the particulars (i.e., BoSS, PAI, dose form, strength) for a manufactured product and journal articles are not acceptable to support the addition of a clinical drug concept. The reference must be consistent with the BoSS, PAI, strength and dose form of the clinical drug being requested.

NOTE: When making a submission for a new concept in the 763158003|Medicinal product (product)| hierarchy, evidence is also required that the product is available and authorized for use in more than one member country.

Please review Appendix A of this document for reference sources.

9 Cooperative Agreement with LOINC

A cooperative agreement between SNOMED International and Regenstrief Institute Inc. was agreed in October 2022 and renewed in 2025. This agreement includes creation of an extension to SNOMED CT for the LOINC terminology. The extension is available at <https://loincsnomed.org/>

Please see Appendix C of this document for further guidance about the process for addition of observable entity content.

Observable entity concepts may be added to SNOMED CT based on request if they do not duplicate an existing or potential LOINC Term, or if multiple member countries need them. Concepts considered to duplicate existing or potential LOINC Terms specify:

- Component or Process output
- Property
- Direct site
- Scale type
- Time aspect or Process duration
- Technique (optional)

An example of a concept that might be added to SNOMED CT is “Sodium in blood (observable entity)” and an example of a concept that would not be added to SNOMED CT is “Quantitative mass concentration of sodium in blood at point in time.”

When a request for an observable entity concept that duplicates a potential LOINC Term is required, please submit the request to the LOINC Terminology for addition via

<https://loinc.org/submissions/request/>. If the concept is added to the LOINC Terminology, it will eventually be included in the LOINC Extension of SNOMED CT.

10 Guidance for Organism Content

Requests for new concepts that are in scope for international release and are supported by primary reference will be added to the organism hierarchy. Upon addition of any new concept, if the immediate parent is missing, it will be added along with the requested concept. Please review the Editorial Guide for further information. <https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide/readme/authoring/domain-specific-modeling/organism>

11 Questions or Comments

Please submit comments or questions about this document to info@snomed.org

Appendix A

Suggested Reference Sources

Web addresses for suggested reference sources (copy and paste into a browser).

Please note this section is for guidance only and is not intended to be exhaustive.

Table 1 - General

This table contains suggested reference sources for general requests relating to procedure, clinical finding, disorder and situation with explicit context.

NCBI - National Center for Biotechnology Information	https://www.ncbi.nlm.nih.gov/
PubMed - Biomedical literature	https://www.ncbi.nlm.nih.gov/pubmed/
Medscape	https://www.medscape.com/
DermNet	https://dermnetnz.org/
British Medical Journal	https://www.bmj.com/
The Lancet	https://www.thelancet.com/
The New England Journal of Medicine	https://www.nejm.org/
Merck	https://www.msdmanuals.com/en-gb/professional
OMIM - An Online Catalog of Human Genes and Genetic Disorders	https://www.omim.org/
Orphanet	http://www.orpha.net/consor/cgi-bin/index.php
Genetics and Rare Diseases Information Center	https://rarediseases.info.nih.gov/
The International Society for Nomenclature of Paediatric and Congenital Heart Disease (ISNPCHD)	https://ipccc.net/

Table 2 - Anatomy

This table contains suggested reference sources for requests relating to anatomy.

FMA Browser Explorer for Foundational Model of Anatomy	http://fma.si.washington.edu/browser/#/
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Table 3 - Medicinal Product

This table contains reference sources for requests relating to medicinal products.

Summaries of Product Characteristics (known as SPCs or SmPCs) for a drug can be located:

UK Licensed medicines: electronic medicines compendium (emc)	https://www.medicines.org.uk/emc
Medicines & Healthcare products Regulatory Agency	https://products.mhra.gov.uk/
USA: Structured Product Label (SPL) document can be searched on FDA Label	https://nctr-crs.fda.gov/fdalabel/ui/search
DailyMed	https://dailymed.nlm.nih.gov/dailymed/
Europe : National registers of authorised medicines - includes country specific sites	https://www.ema.europa.eu/en/medicines
Europe: Ireland	https://www.hpra.ie/
Australian Register of Therapeutic Goods (ARTG)	https://www.tga.gov.au/products/australian-register-therapeutic-goods-artg
Dose forms reference	https://standardterms.edqm.eu/
Information can also come from marketing authorization holders (e.g. companies) who have Summaries of Product Characteristics	

Table 4 - Substance

This table contains suggested reference sources for requests relating to substances.

ChEBI - Ontology of Chemical Entities of Biologic Interest	https://www.ebi.ac.uk/chebi/
Global Substance Registration System - GSRS	https://gsrs.ncats.nih.gov/ginas/app/beta/browse-substance
International Nonproprietary Names	https://extranet.who.int/soinn/ https://precision.fda.gov/uniisearch
UniProt - Protein knowledgebase	http://www.uniprot.org/
ChemIDplus	chem.nlm.nih.gov
ChemSpider - Royal Society of Chemistry, free chemical structure database	http://www.chemspider.com/?gclid=EAlaIQobChMlvfXI9qnt1gIVQxYbCh2nAQHPEAAAYASAAEglla_D_BwE
Nomenclature Committee of the International Union of Biochemistry and Molecular Biology	http://www.sbcs.qmul.ac.uk/iubmb/enzyme/

(NC-IUBMB)	
PubChem - Biologic activities of small molecules	https://pubchem.ncbi.nlm.nih.gov/
NLM Drug Info - Drug information Portal	https://druginfo.nlm.nih.gov/drugportal/
EDQM standard Terms	https://standardterms.edqm.eu/#
WHOC - ATC/DDD Index - Index and search for the Anatomical Therapeutic Chemical (ATC) classification system and the Defined Daily Dose (DDD)	https://www.whocc.no/atc_ddd_index/
FDA Global Substance Registration System	https://precision.fda.gov/uniisearch
WHO List of Recommended and Proposed INNs	https://www.who.int/teams/health-product-and-policy-standards/inn/inn-lists
NLM DailyMed	https://dailymed.nlm.nih.gov/dailymed/
NLM RxNav	https://rxnav.nlm.nih.gov/ https://mor.nlm.nih.gov/RxNav/
NCI Thesaurus	https://ncit.nci.nih.gov/ncitbrowser/
DrugBank Online	https://www.drugbank.ca/
UpToDate	https://www.uptodate.com/contents/search

Table 5 - Organism

This table contains suggested reference sources for requests relating to organisms.

<u>Bacteria</u> DSMZ-Prokaryotic Nomenclature Up-to-date	https://www.gbif.org/dataset/52a423d2-0486-4e77-bcee-6350d708d6ff
<u>Bacteria</u> List of Prokaryotic names with Standing in Nomenclature (LPSN)	https://lpsn.dsmz.de/
<u>Bacteria</u> International Committee on Systematics of Prokaryotes (ICSP)	http://www.the-icsp.org/
<u>Bacteria</u> International Journal of Systematic and Evolutionary Microbiology	http://ijs.microbiologyresearch.org/content/journal/ijsem

<u>Fungi</u> MycoBank Database	http://www.mycobank.org/
<u>Fungi</u> Index Fungorum	http://www.indexfungorum.org/names/names.asp
<u>Viruses</u> International Committee on Taxonomy of Viruses (ICTV)	https://ictv.global/
<u>Parasites</u> National Center for Biotechnology Information (NCBI) Taxonomy NOTE: Although not an authoritative source, NCBI Taxonomy provides useful links to other sources; it is used by Unified Medical Language System (UMLS) as a QA source.	https://www.ncbi.nlm.nih.gov/taxonomy
Catalogue of Life is the result of cooperation between ITIS (https://www.itis.gov) and Species 2000 (https://www.sp2000.org/). Please note, Catalogue of Life may not be up to date for all areas. For bacteria, fungus, and virus, consult resources noted above as primary references.	https://www.catalogueoflife.org/
International Code of Zoological Nomenclature (ICZN)	https://www.iczn.org/
International Code of Nomenclature for algae, fungi, and plants (IAPT)	https://www.iapt-taxon.org/nomen/main.php
Plants of the World Online (POWO)	https://powo.science.kew.org/

Appendix B

Template for Promotion of Content from an Extension

Below is a summary for how to request promotion of Content to the international edition from an approved SNOMED CT Extension.

- Extension A wants to promote a concept from Extension B.
- Extension A contacts Extension B to request the promotion using the template below.
- Extension B requests the promotion:
 - If Extension B is a managed service customer, they request the promotion directly from the authoring platform
 - If Extension B is not a managed service customer, they submit the request to the CRS.

Please copy the template below and submit to the manager of the owning extension with the completed information for each concept requested for promotion to the international edition of SNOMED CT.

Concept ID	
Fully Specified Name (FSN)	
Parent concept	
Semantic tag	
Synonym(s)	
Definition	
Proposed use case	
Reference(s)	

Appendix C

Process for Addition of Observable Entity Content

Introduction

This guidance outlines the processes for adding Observable Entity content from SNOMED member countries to the international edition of SNOMED CT. SNOMED is committed to leveraging the investments made by our members with regards to the development of laboratory Observable entity content. As a result, SNOMED International decided not to develop new lab content for the international edition, opting instead to leverage the LOINC collaboration investments by creating an extension solution. The described processes aim to provide clear guidance on content request decisions within the observable entity domain.

Requests for New Laboratory Observable Entity Content

Members that require new SNOMED CT laboratory Observable entity content should follow the following procedure.

1. Using the LOINC ontology browser (<https://loincsnomed.org/>), determine if the needed content already exists. Inclusion of the LOINC-SNOMED extension in National Edition releases of SNOMED CT is the recommended method of obtaining expanded Observable entity content for the laboratory domain. SNOMED International will generally not add Observable entity content that duplicates content in the LOINC extension (see point 6.).
2. If the content exists in the LOINC extension, and the member does not have a formal extension to SNOMED CT, they may request that content from the LOINC extension be promoted to the international edition. If the member does have an extension but does not intend to use the LOINC extension, they should add the content to their extension.
3. If content is not in the LOINC extension, using the SNOMED International multi-extension browser (<https://browser.ihtsdotools.org/multi-extension-search.html>) determine if any other member currently has content that meets the current need. If so, request promotion of that content from the member to the international edition as described in section 5.3 of this document.
4. If content does not exist in any of the member country extensions, users may submit content requests via their National Release Centers. Those requests may be forwarded to the International Content Request System (CRS) if deemed to be international in scope. Requests must fulfill the requirements outlined in section 6 of this document.
5. If the needed content is scheduled to be included in the next release of the LOINC extension to SNOMED, it is recommended users wait until that release is available. Questions about content for future releases of the LOINC extension can be submitted to [Contact LOINC](#) website.
6. Content required by members prior to the next scheduled LOINC release may be submitted for potential inclusion in the SNOMED CT international edition; submissions will be subject to review and acceptance on a case-by-case basis.

7. If the needed content is not scheduled to be available in the next LOINC extension release, it will be reviewed for addition to the international edition according to current editorial guidelines.

Requests for New Non-Laboratory Observable Entity content

Currently, non-laboratory content (i.e. clinical observable) is not being added to the LOINC extension, though this is planned for future releases. Requirements for new non-laboratory observables should follow the process outlined below.

1. Using the SNOMED International multi-extension browser (<https://browser.ihtsdotools.org/multi-extension-search.html>) determine if any other member currently has content that meets the current need. If so, request promotion of that content from the member to the international edition as described in section 5.3 of this document.
2. If content does not exist in any of the member country extensions, users may submit content requests via their National Release Centers. Those requests may be forwarded to the International Content Request System (CRS) if deemed to be international in scope. Requests must fulfill the requirements outlined in section 6 of this document.
3. Requests forwarded to the SNOMED International Content Request System will be reviewed as per the usual process and if accepted will be added to the international edition.

Promotion of existing content

The promotion of content from member extensions is subject to the process outlined in the **Requests for new laboratory Observable entity content** section of this document. Promotion to the international edition is described in section 5.3 of this document.

For proposed promotion of observable entity concepts totalling greater than 50, please contact info@snomed.org before submission of requests to the CRS.

Observable entity vs. Evaluation procedures

Some member countries require that laboratory and clinical orders originate from the Procedure hierarchy of SNOMED CT. Other members use only the Observable entity hierarchy for both ordering and resulting observations. Some members use local code systems for ordering clinical and laboratory procedures, while using SNOMED Observable entities for capturing results. There is a long-standing issue related to the perceived duplication of content between the Observable entity hierarchy and the evaluation procedure hierarchy, especially in the laboratory domain. Both LOINC and NPU maintain that both order and observation codes originate from the same ontologic structure. To align with that approach and to minimize any perceived duplication of content between Observable entity and Evaluation procedure hierarchies, a single hierarchy (Observable entity) is recommended for the international edition of SNOMED CT to be used for both orders and observations in the laboratory space. The current policy on Evaluation procedures vs. Observable entities is documented in the Observable entity section of the SNOMED Editorial Guide.

The international edition of SNOMED CT currently has a substantial amount of legacy content in the Evaluation procedure hierarchy. This content will remain in SNOMED CT for the foreseeable future to support existing implementations; however, it is the policy that no new Evaluation procedures in the laboratory space will be added that would result in a duplication of content that does or will exist in the Observable entity hierarchy, the LOINC extension, or the potential NPU extension to SNOMED CT. Members that require Procedure content to support ordering should add it to their own extensions.

Concerns have been raised that the level of granularity of the LOINC and NPU extensions do not support the reduced level of specificity that is often used for ordering. The issue has been ameliorated through discussions with these collaborating standards to allow for the addition of less granular “grouper” concepts that do not require the same level of detail as their native terms. Similarly, primitive panel codes have been and will continue to be added to the LOINC extension transforms to allow for ordering common groups of observations, obviating the need for separate evaluation procedure codes to support panels. Any other concerns or issues with the content in the LOINC extension should be raised directly with the [Regenstrief Institute](#) who is responsible for the content.