**Log of Model Changes**

**Instructions for Sponsors**

If there are changes to the sponsor’s economic model and/or budget impact model during the review period, the sponsor must provide a log of all the changes that have been made. The following table suggests the format that should be submitted by the sponsor and includes annotations from Canada’s Drug Agency; the annotations should be removed in the sponsor’s completed Log of Model Changes. If you have any questions regarding the completion of the Log of Model Changes form during the review, please [contact Formulary Support](mailto:Formulary-Support@cda-amc.ca). If you have any nonreview-specific queries, please [contact us](https://www.cda-amc.ca/contact-us) with your detailed question(s).

**Submitting the Document**

The document should be uploaded to the *Pharmaceutical Submissions SharePoint Site* with the revised economic model and/or budget impact model.

**Table 1 Log of Model Changes for the Economic Model**

| **Description of change** | **Sheet** | **Cell** | **Original value and/or input** | **New value and/or input** |
| --- | --- | --- | --- | --- |
| Briefly describe the nature of the change made (e.g., “Update PFS curve with new data”) | Indicate the worksheet name where the change was made | Reference the cell in which the change was made (e.g., A17); if the value needs to be changed in a range of cells, indicate the range (e.g., A17:B17) | For consistency and to avoid confusion, separate cell numbers and/or names by a colon (“:”). If an equal sign (“=”) is part of an equation, include it after the colon  Example:  O21: 65 (value only)  O22: =45 (equal sign and value) | Include new values and/or inputs |

**Table 2 Log of Model Changes for the Budget Impact Model**

| **Description of change** | **Sheet** | **Cell** | **Original value and/or input** | **New value and/or input** |
| --- | --- | --- | --- | --- |
| Briefly describe the nature of the change made (e.g., “Update PFS curve with new data”) | Indicate the worksheet name where the change was made | Reference the cell in which the change was made (e.g., A17); if the value needs to be changed in a range of cells, indicate the range (e.g., A17:B17) | For consistency and to avoid confusion, separate cell numbers and/or names by a colon (“:”). If an equal sign (“=”) is part of an equation, include it after the colon  Example:  O21: 65 (value only)  O22: =45 (equal sign and value) | Include new values and/or inputs |