Renewal Handbook

Tele-critical Care

Certification Renewal Pathway

Acute/Critical Care
Nursing Certification
• Adult

AACN
CERTIFICATION CORPORATION
Certification Organization for the American Association of Critical-Care Nurses

Mission

AACN Certification Corporation drives patient health and safety through comprehensive credentialing of acute and critical care nurses, advancing practice consistent with standards of excellence.

Vision

All nurses caring for acutely and critically ill patients and their families are certified.

Values

As the Corporation advances its mission and vision to fulfill its purpose and inherent obligation of driving the health and safety of patients experiencing acute and critical illness, we are guided by a set of deeply rooted values. These values are the foundation upon which we build our relentless pursuit of excellence.

- **Integrity –** *We demonstrate sound judgment, ethical behavior and accountability in all we do.*
- **Inclusion –** *We cultivate an inclusive culture, where everyone contributes their unique strengths and perspectives.*
- **Transformation –** *We drive change and innovation to positively impact the healthcare system and improve the lives of patients, families and nurses.*
- **Leadership –** *We advocate and influence to achieve optimal outcomes and healthy work environments.*
- **Relationships –** *We collaborate and advance partnerships, honoring each individual to strengthen the collective.*

Ethics

AACN and AACN Certification Corporation consider the American Nurses Association (ANA) Code of Ethics for Nurses foundational for nursing practice, providing a framework for making ethical decisions and fulfilling responsibilities to the public, colleagues and the profession. AACN Certification Corporation's mission of public protection supports a standard of excellence where certified nurses have a responsibility to read about, understand and act in a manner congruent with the ANA Code of Ethics for Nurses.

The following AACN Certification Corporation programs have been accredited by the Accreditation Board for Specialty Nursing Certification (ABSNC).

CCRN® (Adult)	**CCRN® (Pediatric)**	**CCRN® (Neonatal)**	**PCCN® (Adult)**	**ACNPC-AG®**
CMC®	**CSC®**	**ACCNS-AG®**	**ACCNS-N®**	**ACCNS-P®**

Our advanced practice certification programs, ACCNS-AG, ACCNS-P, ACCNS-N and ACNPC-AG, are in alignment with the Consensus Model for APRN Regulation and other foundational national standards for APRN education, accreditation and regulation.

AACN
CERTIFICATION CORPORATION

Certification Organization for the American Association of Critical-Care Nurses

CCRN RENEWAL HANDBOOK
Tele-critical Care Professional Pathway

Acute/Critical Care Nursing Certification - Adult

As a certified nurse you know that certification validates your knowledge of nursing and demonstrates your commitment to your profession. The purpose of certification renewal is to support continued competence.

The CCRN Renewal Tele-critical Care Pathway is for nurses working exclusively or primarily in a tele-critical care setting (such as a virtual ICU or e-ICU®), behind a camera monitoring/caring for acutely/critically ill **adult** patients from a remote location. This handbook details eligibility and requirements to complete your CCRN renewal via the Tele-critical Care Pathway.

- **The most convenient way to renew is online** at www.aacn.org/certification > Renew Certification, where you may apply up to 4 months before your scheduled renewal date.
- Renewal by Synergy CERPs integrates the **AACN Synergy Model for Patient Care™** into our renewal programs. Refer to the Renewal by Synergy CERPs brochure at www.aacn.org/certification for a colorful guide to CERPs (Continuing Education Recognition Points).
- **You must retain evidence of your achievement of the required CERPs**. Up to 3 years following your scheduled renewal date, you may be selected for audit. If selected, you will be notified by email and have 60 days to submit audit materials.
- For details about **CMC®** (cardiac medicine) and **CSC®** (cardiac surgery) subspecialty certification, refer to the exam handbook for CMC or CSC at www.aacn.org/certhandbooks.
- AACN and AACN Certification Corporation consider the American Nurses Association **(ANA) Code of Ethics for Nurses** foundational for nursing practice, providing a framework for making ethical decisions and fulfilling responsibilities to the public, colleagues and the profession. Our mission of public protection supports a standard of excellence that certified nurses have a responsibility to read, understand and act in a manner congruent with the Code of Ethics for Nurses. To access the Code of Ethics, visit www.aacn.org/certification > Overview > Learn More.

We encourage you to renew as early as possible. Please email certcorp@aacn.org or call AACN Customer Care at **800-899-2226** if you have questions.

Thank you for your commitment to certification!

Please direct inquiries to:

AACN Certification Corporation, 27071 Aliso Creek Road, Aliso Viejo, CA 92656

800-899-2226 • Fax: 949-362-2020 • certification@aacn.org

Please include your AACN customer number with all correspondence to AACN Certification Corporation.

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Certification Program

Definition

Certification is a process by which a nongovernmental agency validates, based upon predetermined standards, an individual nurse's knowledge for safe and effective practice in a defined functional or clinical area of nursing. Over 136,000 practicing nurses are currently certified in acute and critical care nursing through AACN Certification Corporation.

CCRN certification validates your knowledge of nursing care of acutely/critically ill patients in your specialty area to hospitals, peers, patients and, most importantly, to yourself. Certification promotes continuing excellence in acute/critical care nursing.

In addition to providing you with a sense of professional pride and achievement, CCRN certification reinforces the special knowledge and experience required for acute/critical care nursing.

Purpose and Limitations of Renewal Options

The purpose of certification renewal is to promote continued competence. The renewal process helps to maintain an up-to-date knowledge base through continuing education and practice hours, or practice hours and passing the certification exam.

Following are the limitations to the components of the renewal options:

- CE/CERP limitations include content quality and relevance to practice as well as an individual's ability to self-select CE/CERPs most pertinent to the individual's practice and educational needs.
- Limitations of practice hours include the quality of the practice environment and limitations on learning opportunities.
- One limitation of the exam is not assessing new competencies, as exam competencies were validated through initial certification.

Requiring two components for renewal rather than one decreases the limitations and furthers the goal of continued competence.

Code of Ethics

AACN and AACN Certification Corporation consider the American Nurses Association (ANA) Code of Ethics for Nurses foundational for nursing practice, providing a framework for making ethical decisions and fulfilling responsibilities to the public, colleagues and the profession.

AACN Certification Corporation's mission of public protection supports a standard of excellence that certified nurses have a responsibility to read, understand and act in a manner congruent with the ANA Code of Ethics for Nurses.

To access the ANA Code of Ethics, visit www.aacn.org/certification > Overview > Learn More.

Membership Requirements

There are no association membership requirements to participate in AACN Certification Corporation programs.

Nondiscrimination Policy

It is the policy of AACN Certification Corporation, its Board of Directors, committee members and staff to comply with all applicable laws that prohibit discrimination in employment or service provision because of a person's race, color, religion, gender, age, disability, national origin or any other protected characteristic.

Recognition of Certification

Nurses who have passed the CCRN certification exam* and meet CCRN renewal requirements may use "CCRN" after their licensing title. CCRN certification must be renewed every 3 years.

CCRN is a registered trademark. It is not punctuated with periods. The proper use of CCRN is as follows:

Chris Smith, RN, CCRN.

Certificants who choose Inactive status may not use the CCRN credential.

Misuse of the credential is viewed by AACN Certification Corporation as misleading to the public and may result in denial or revocation of certification.

A listing of CCRN-certified nurses is maintained by AACN Certification Corporation and may be reported in its publications.

Certification status is available to the public via the online certification verification system, available at www.aacn.org/certification > Verify Certification.

**Nurses who passed the CCRN-E or CCRN-K exam prior to Nov. 1, 2023 may also use CCRN after their licensing title.*

Name and Address Changes

It is the certificant's responsibility to notify AACN Certification Corporation of any changes in name and/or address during the certification period. Failure to do so may result in not receiving the information necessary for certification renewal.

Please notify us of any address or email address changes; you may update your profile as follows:

- Online at www.aacn.org/myaccount,
- Email info@aacn.org, or
- Call AACN Customer Care at 800-899-2226

The following changes must be made by calling AACN Customer Care at 800-899-2226:

- Name changes
- Address changes for exam candidates during 90-day testing window

Renewal Pathway Options

Online renewal is available for all pathways listed below.

Confirm that you have met all eligibility requirements for renewal. Review the tables below, and refer to page 5 for detailed renewal pathway requirements.

Renewal Pathway	Your Practice
Tele-critical Care	Tele-critical practice monitoring/caring for acutely/critically ill adult patients from a centralized or remote setting that is networked to the bedside*
Direct Care	Direct care of acutely/critically ill patients (population matching certification held — adult, pediatric **or** neonatal) for a minimum of 12 hours per month — equivalent to 432 hours during the 3-year certification period, with 144 of those hours accrued in the last year of the certification period
Knowledge Professional	Non-direct care practice that influences the care delivered to acutely/critically ill patients (population matching certification held — adult, pediatric **or** neonatal)

* *Nurses serving as manager, educator (in-service or academic), APRN or preceptor may apply hours spent supervising nursing students or nurses in a tele-critical care setting. Nurses in these roles must be actively involved in patient care.*

Option	Your Practice
Inactive Status	Work in acute/critical care but don't currently meet renewal eligibility. Allows up to 3 years from scheduled renewal date to meet eligibility requirements.
Alumnus Status	No longer work in acute/critical care but still in nursing
Retired Status	No longer work in a position requiring an RN license

- If you are renewing via the Tele-critical Care Pathway from the Direct Care Pathway or Knowledge Professional Pathway, you may complete the Renewal by Synergy CERP requirements for the Tele-critical Care Pathway or for the renewal pathway from which you are moving.
  - For details, refer to the renewal handbook for the program selected.
  - You may select only one renewal program.
- Submit a CERP Log and copy of your RN or APRN license **only if you are selected for audit**. If selected, you will be notified ***after*** your successful renewal.
  - Keep all CERP records for at least **3 years** following your scheduled renewal date, to submit if audited.
- **Apply online** for renewal up to 4 months prior to your scheduled renewal date at **www.aacn.org/certification > Renew Certification**. Online renewal is immediate. If unable to renew online, complete the application at the back of this handbook. **Ensure your application is postmarked by your certification expiration date.** Do not send a duplicate application.
- Those wishing to **renew by exam** may apply online or complete the application and the *Renewal by Exam Honor Statement* at the back of this handbook.

Renewal Fees

CCRN Renewal Fees	Member	Nonmember
Renewal by Synergy CERPs	$150	$230
Renewal by Exam	$185	$290
Inactive Status	$95	$175

Payable in U.S. funds. Fees subject to change without notice. Renewal fees are for processing and are nonrefundable. A $15 fee will be charged for a returned check.

AACN offers 2-year and 3-year discounted membership rates. Please refer to the application at the back of this handbook for pricing.

Online Renewal

Candidates may apply for CCRN certification renewal online at www.aacn.org/certification > Renew Certification *or* via a paper application. The completed paper renewal application must be postmarked or faxed by the scheduled certification renewal date.

Online renewal is available to all active CCRNs, as well as those who hold inactive status, up to 4 months prior to their scheduled renewal date. Online renewal allows a candidate to submit an application and credit card payment for renewal via a secure Internet connection.

To apply for renewal online, go to www.aacn.org/certification > Renew Certification and follow the detailed instructions listed.

You have up to 90 days beyond your certification expiration date to renew; however, practice hours and CERP's must have been completed during the 3-year period of your certification date. **CERPs or practice hours cannot be accumulated during the 90-day grace period.**

As a certificant, you already have an AACN customer account. Therefore, please do NOT create a new account or you will have a duplicate record, which could affect the processing of your renewal.

Access your existing AACN account as follows:

- At **Customer Sign In** enter your email address on file with AACN or your AACN customer number.
- Your **AACN Customer Number** can be found on your most recent renewal notice.
- Your initial **password** is your last name. You will be able to change your password once you log in. If you do not remember your password, click Forgot Password.
- You will be able to **verify and update your account information** during the online process.
- **Verify your email address** to receive a confirmation of your renewal and to continue to receive important renewal information.

Renewing candidates will not be mailed a certificate; however, a certificate can be printed from your AACN Dashboard. Log into AACN.org and select Certification.

Once you have successfully renewed online, you will be subject to the same random audit process as any other certificant. You must maintain records of your CERPs for 3 years after your scheduled renewal date, to submit in the event of an audit.

CCRN - Tele-critical Care Renewal Pathway

Licensure

Current, unencumbered U.S.[1] RN or APRN licensure is required.

- An unencumbered license has not been subjected to formal discipline by the board of nursing in the state(s) in which you practiced during the 3-year certification period and had no provisions or conditions that limited your nursing practice.
- Provisions or conditions may include, but are not limited to, direct supervision of practice, drug administration limitations and/or practice area exclusions.
- Documentation of all provisions and conditions from the board or its designee must be reviewed prior to approval for renewal.
- Certificants must notify AACN Certification Corporation **within 30 days** if any provisions or conditions are placed on their RN or APRN license(s).

Exam

Have passed the CCRN certification exam for the adult patient population of practice.

Practice

Practice as an RN or APRN for 432 hours in the care of acutely/critically ill adult patients in a tele-critical care setting, or in a combination of tele-critical care and direct care, during the 3-year certification renewal period, with 144 of those hours accrued in the 12-month period prior to the scheduled renewal date.

- A majority of the total practice hours and those within the year prior to application for CCRN renewal eligibility must focus on *critically* ill patients.
- Practice hours must be completed in a U.S.-based [1] or in a facility determined to be comparable to the U.S. standard of tele-critical care nursing practice.
- Nurses serving as manager, educator (in-service or academic), APRN or preceptor may apply hours spent supervising nursing students or nurses in a tele-critical care setting. Nurses in these roles must be actively involved in patient care.

Determination of eligibility is not based on unit type but on patient acuity, as patient placement varies by facility and bed availability, etc. The renewing CCRN certificant must work with acutely/critically ill adult patients for the number of hours specified in the eligibility requirements.

Practice Verification

The name and contact information of your supervisor or a professional colleague (RN or physician) must be provided for verification of eligibility related to practice hours. If you are selected for audit, this associate will need to verify that you have met the practice hour requirements.

AACN Certification Corporation may adopt additional eligibility requirements at its sole discretion. Any such requirements will be designed to establish, for purposes of CCRN certification, the adequacy of a candidate's knowledge in care of the acutely/critically ill.

Questions regarding renewal eligibility should be emailed to certification@aacn.org.

[1] *Includes District of Columbia and U.S. territories of Guam, Virgin Islands, American Samoa and Northern Mariana Islands*

Renewal Eligibility Options

CCRN certification is granted for a period of 3 years. At renewal time, candidates may seek Renewal by Synergy CERPs or Renewal by Exam. CCRN renewal options include the Direct Care Renewal Pathway, Knowledge Professional Renewal Pathway, Tele-critical Care Renewal Pathway or Inactive status.

Option 1 — Renewal by Synergy CERPs

The Continuing Education Recognition Point (CERP) program encompasses a wide spectrum of continuing education activities for acute and critical care nurses.

CERPs may be awarded for activities such as acute and critical care publications, presentations, leadership responsibilities and quality assurance activities. CERPs may also be awarded for membership in professional nursing or healthcare organizations and volunteer activities.

CCRN Renewal by Synergy CERPs via the Tele-critical Care Pathway is obtained by completing a total of 100 CERPs with 70 CERPs in Category A , 5 CERPs in Category B and 25 CERPs in Category C during the 3-year certification period.* Acceptable topics and activities for CERPs are listed in this handbook on pages 13 to 19.

Complete the CCRN Renewal Application for the Tele-critical Care Pathway, on page 24, and the Renewal by CERPs Honor Statement, on page 25.

**All 3 CCRN renewal pathways (Tele-critical Care, Direct Care, and Knowledge Professional) require a total of 100 CERPs with a minimum number of CERPs in Categories A, B and C. If you are renewing CCRN via a different pathway, you may complete the Synergy CERP requirements for the pathway from which you are moving or the pathway you are moving to.*

For details, refer to the applicable renewal handbook.

Option 2 — Renewal by Exam

Renewal by exam candidates must submit their application no later than 30 days prior to the certification expiration date. Contact AACN Customer Care for more information and assistance. You may not take the exam and then attempt to renew by CE Points or CERPs if you do not pass. If you do not pass the exam, you must meet initial exam eligibility requirements and submit an application to retake the exam.

Refer to the *CCRN Exam Handbook - Tele-critical Care Eligibility Pathway* for the current test plan and exam references and to the *Certification Exam Policy Handbook* for exam scheduling and testing information. Visit www.aacn.org/certification or email certcorp@aacn.org.

Complete the CCRN Renewal Application for the Tele-critical Care Pathway, on page 24, **and** the Renewal by Exam Honor Statement, on page 26.

To renew by another pathway, you must meet those requirements and pass the CCRN exam for the applicable patient populations.

- **CCRN renewal via the Direct Care Pathway:** Refer to the *CCRN Exam Handbook - Direct Care Eligibility Pathway* for the current test plan and exam references
- **CCRN renewal via the Knowledge Professional Pathway:** Refer to the *CCRN Exam Handbook - Knowledge Professional Eligibility Pathway*

AACN Certification Corporation is transitioning to the use of generic names only for medications in exams and practice exam products. During the transition, exam candidates may continue to see items that include both generic and trade names.

Online renewal is available at www.aacn.org/certification > Renew Certification

continued

Option 3 — Inactive Status

Inactive status is available to renewing candidates who do not meet renewal eligibility requirements but do not wish to lose their certification. Inactive status provides additional time, up to 3 years from the scheduled renewal date, to meet the renewal eligibility requirements.

While Inactive, you may not use the inactive CCRN credential. You may reactivate your certification anytime during the 3-year Inactive period, as soon as you meet all of the established renewal eligibility requirements. Inactive status does not allow the certified nurse 6 years to meet the requirements (the original certification renewal period plus the Inactive period).

The eligibility requirements must be accrued within a 3-year period, with 144 practice hours accrued in the most recent year preceding reactivation. Certification will be reinstated upon submission of a completed renewal application and renewal fee.

You may choose to reactivate as soon as you meet the renewal criteria. When moving from Inactive status to active status, your new 3-year certification period begins on the first day of the month *following* when your renewal application is signed.

> **Example**: Mary Jones obtains Inactive status on February 1, 2023. She completes a home study course acquiring the needed CERPs by April 30, 2023 and would now like to reactivate. Eligible CERPs and hours must have been completed between May 1, 2020 and April 30, 2023.

Inactive status may be held more than once, but not for two consecutive renewal periods.

To apply for Inactive status:

- Go online to www.aacn.org/certification > Renew Certification, **or**
- Complete the first page of the CCRN Renewal Application for the Tele-critical Care Pathway (on page 24), select the Inactive status category, and sign and date.

If you do not reactivate 4 months prior to the end of your 3-year Inactive period, reminders will be sent to you by email referring you to the most recent version of the renewal handbook.

See next page for additional options available to renewing CCRNs.

Alternate Options

Alumnus Status

Alumnus status is for nurses who no longer work with acutely/critically ill patients and/or in a tele-critical care setting for enough hours to renew an active certification, but continue to work in the nursing profession in another capacity and wish to remain connected with the CCRN credential.

Alumnus nurses receive monthly access to *AACN Clinical Voices*.

The "Alumnus CCRN" designation, written out, may be used on a resume or business card, but may NOT be used after an individual's signature or on a name badge. Candidates choosing Alumnus status are not eligible to renew an active certification. Alumnus CCRNs who wish to reobtain certification status are required to take the exam as an initial applicant.

Alumnus status is renewable every 3 years.

Eligibility

- Have been CCRN certified
- No longer working in a tele-critical care setting with acutely/critically ill patients, not even in a supervisory role, for enough hours to meet the clinical hour requirement to renew active certification

  Supervisors at the bedside generally still qualify to be CCRNs and, therefore, do not usually qualify for the Alumnus status.
- Submission of a completed application and fee

  Note: CERPs are not required for Alumnus status.

Retired Status

Retired status provides the certified nurse or Alumnus CCRN who is retiring from the nursing profession with a continued sense of career identity and professional connectedness. The Retired designation recognizes certified nurses for their years of service in the care of acutely/critically ill patients. It also acknowledges their pride in and dedication to having been certified.

To be eligible for the Retired designation, a nurse must have been CCRN-certified and have no plans of returning to practice or renewing certification. The retired RN must not be working in any type of position that requires the possession of an RN license. Nurses who are moving to another role in nursing are not eligible and should apply for Alumnus status.

Retired nurses receive monthly access to *AACN Clinical Voices*. The "Retired CCRN" designation, written out, may be used on a resume or business card, but may NOT be used after an individual's signature or on a name badge.

Retired status is renewable every 3 years.

Eligibility

- Have been CCRN certified
- Retired from nursing with no plans of returning to nursing or renewing certification (nurses who are moving to another role in nursing should apply for Alumnus CCRN status)
- Submission of a completed application and fee. Renewal of Retired Status is available at no additional cost.

You may apply for Alumnus or Retired status online at www.aacn.org/certification > Renew Certification.

To obtain a paper Alumnus or Retired status application, visit www.aacn.org/certification or email certcorp@aacn.org.

CCRN Renewal Audit

In compliance with standard regulatory practices, AACN Certification Corporation conducts random audits following certificants' successful renewal. Certificants are not notified in advance when being audited.

Certificants selected for audit are notified via email and have a period of 60 days to submit the required verification materials, which include:

- Copy of RN or APRN license
- CERP Log
- Copies of CERP documentation
- Form to verify clinical hours

Failure to respond to or pass an audit may result in revocation of certification. Revocation may include notification of the candidate's employer and state board of nursing, as appropriate.

Certificants who successfully complete CCRN renewal should continue to keep personal records of CERP activities for at least 3 years beyond their scheduled renewal date to submit in the event that an audit is performed. A CERP Log, to be submitted only if audited, is included in this handbook. Electronic versions of the CERP Log may be accessed online at www.aacn.org/certification.

AACN Certification Corporation reserves the right to conduct additional audits as necessary.

Revocation of Certification

AACN Certification Corporation may revoke certification, or renewal of certification may be denied, for any reason deemed appropriate including, but not limited to, the following:

- Falsification of a certification exam application or renewal application
- Falsification of any information provided to AACN Certification Corporation
- Failure to meet/maintain eligibility requirements
- Failure to pay fees
- Failure to meet deadlines
- Failure to respond to or pass an audit
- Misrepresentation of certification status or misuse of certification
- Conviction of a felony
- Cheating (or reasonable evidence of intent to cheat) on the exam
- Sharing exam content
- Provisions or conditions placed on RN or APRN licensure during the certification renewal period

  Certificants must notify AACN Certification Corporation **within 30 days** of any provisions or conditions placed against their RN or APRN license(s).

In the event of revocation, notification may be sent to the candidate's employer and state board of nursing, where appropriate. The candidate will be notified that he/she may be prohibited from reapplying for any AACN certification exam for a period of up to 3 years.

Fees paid for certification renewal are not refunded.

Review and Appeal of Certification Eligibility

The review and appeal process is available to individuals whose certification status has been denied, expired or revoked.

Internal Review Panel (IRP)

The review process is conducted by the staff of AACN Certification Corporation.

Initial applicants and prospective applicants may request a review of eligibility within 45 days of notification of denial. The written request should describe their eligibility and how it conforms to the certification program.

Requests for review of expired or revoked certification status should include information and documents to support the request for reinstatement. Requests for review should be received within 30 days of notification of certification expiration or revocation.

Please email your request for review to:

certification@aacn.org

Or mail to:

Certification Specialist
AACN Certification Corporation
27071 Aliso Creek Road
Aliso Viejo, CA 92656-3399

The IRP will review the documentation provided and render a decision within 30 days. Additional information may be requested by the IRP. The IRP decision will be communicated via phone or email to the individual requesting review.

Appeal of Eligibility, Exam and Renewal Determination

A candidate who believes he/she was unjustly denied eligibility for an exam, who challenges results of an exam or who believes he/she was unjustly denied renewal of certification may request reconsideration of the decision by emailing a written appeal to certification@aacn.org.

The candidate for certification or renewal of certification must provide convincing evidence that a severe disadvantage was afforded the candidate during processing of an application for exam or renewal of certification or prior to or during administration of an exam.

The appeal must be made within 45 days of receipt of the adverse decision (for example, a score report or any other official correspondence related to certification or renewal of certification from AACN Certification Corporation or its agents). The written appeal must also indicate the specific relief requested.

The appeal process is conducted by the AACN Certification Corporation Appeals Panel. The Appeals Panel is comprised of certified peer volunteers who have an understanding of the credential being appealed and are not members of the internal review process. Panel members sign confidentiality agreements as well as conflict of interest forms prior to participation.

The Appeals Panel will review the documentation provided and render a decision within 30 days of date of appeal. The decision of the Appeals Panel is final and will be communicated via email to the requesting individual.

For questions about the review and appeal process, please call AACN Certification Corporation at 800-899-2226.

AACN Synergy Model for Patient Care

Synergy is an evolving phenomenon that occurs when individuals work together in mutually enhancing ways toward a common goal. AACN Certification Corporation is committed to ensuring that certified nursing practice is based on the needs of patients. Integration of the AACN Synergy Model for Patient Care into AACN Certification Corporation's certification programs puts emphasis on the patient and says to the world that patients come first.

The Synergy Model creates a comprehensive look at the patient. It puts the patient in the center of nursing practice. The model identifies nursing's unique contributions to patient care and uses language to describe the professional nurse's role. It provides nursing with a venue that clearly states what we do for patients and allows us to start linking ourselves to, and defining ourselves within, the context of the patient and patient outcomes.

Based on the most recent AACN Certification Corporation study of nursing practice, the test plans for our certification exams reflect the Synergy Model as well as findings related to nursing care of the adult patient population studied.

Patient Characteristics

The Synergy Model encourages nurses to view patients in a holistic manner rather than the "body systems" medical model. Each patient and family is unique, with a varying capacity for health and vulnerability to illness. Each patient, regardless of the clinical setting, brings a set of unique characteristics to the care situation. Depending on where they are on the healthcare continuum, patients may display varying levels of the following characteristics:

Resiliency	Capacity to return to a restorative level of functioning using compensatory/coping mechanisms; the ability to bounce back quickly after an insult
Vulnerability	Susceptibility to actual or potential stressors that may adversely affect patient outcomes
Stability	Ability to maintain a steady-state equilibrium
Complexity	Intricate entanglement of two or more systems (e.g., body, family, therapies)
Resource Availability	Extent of resources (e.g., technical, fiscal, personal, psychological and social) the patient/family/community bring to the situation
Participation in Care	Extent to which patient/family engages in aspects of care
Participation in Decision-Making	Extent to which patient/family engages in decision-making
Predictability	A characteristic that allows one to expect a certain course of events or course of illness

FOR EXAMPLE:

A healthy, uninsured, 40-year-old woman undergoing a pre-employment physical could be described as an individual who is (a) stable (b) not complex (c) very predictable (d) resilient (e) not vulnerable (f) able to participate in decision-making and care, but (g) has inadequate resource availability.

On the other hand: a critically ill, insured infant with multisystem organ failure can be described as an individual who is (a) unstable (b) highly complex (c) unpredictable (d) highly resilient (e) vulnerable (f) unable to become involved in decision-making and care, but (g) has adequate resource availability.

continued

AACN Synergy Model for Patient Care (continued)

Nurse Characteristics - Specific to CCRN certification via the Tele-critical Care Pathway

Grouped by Renewal by Synergy CERP Categories

Nursing care reflects an integration of knowledge, skills and experience necessary to meet the needs of patients and families. Thus, nurse characteristics are derived from patient needs and include:

Category A

Clinical Judgment	Applying sound thinking coupled with nursing skills acquired through a process of integrating education and experience.
Clinical Inquiry	Creating changes through evidence-based practice, research utilization and experiential knowledge.

Category B

Caring Practices	Promoting a compassionate and therapeutic environment for patients and staff with the aim of providing comfort and healing and preventing unnecessary suffering.
Response to Diversity	Recognizing, appreciating and incorporating differences into the provision of care. Differences may include cultural, spiritual, gender, race, age and values.
Advocacy/ Moral Agency	Working on another's behalf and representing the concerns of the patient/family/staff and helping to resolve ethical and clinical concerns in and out of the clinical setting.
Facilitation of Learning	Facilitating the process of learning for nursing staff, healthcare team, patients and families, as well as members of the community.

Category C

Collaboration	Working with others in a way that promotes/encourages each person's contributions toward achieving optimal/ realistic patient/family goals.
Systems Thinking	Synthesizing the body of knowledge and using the tools that allow the nurse to manage diverse environmental and system resources.

Nurses become competent within each continuum at a level that best meets the fluctuating needs of their population of patients. More compromised patients have more severe or complex needs, requiring nurses to have advanced knowledge and skills in an associated continuum.

FOR EXAMPLE:
If the patient was stable but unpredictable, minimally resilient and vulnerable, primary competencies of the nurse would be centered on clinical judgment and caring practices (which includes vigilance). If the patient was vulnerable, unable to participate in decision-making and care, and had inadequate resource availability, the primary competencies of the nurse would focus on advocacy and moral agency, collaboration and systems thinking.

Although all eight competencies are essential for contemporary nursing practice, each assumes more or less importance depending on a patient's characteristics. **Synergy results when a patient's needs and characteristics are matched with the nurse's competencies.**

For more information about the AACN Synergy Model for Patient Care visit www.aacn.org.

CCRN Renewal Synergy CERPs

A total of 100 CERPs must be completed in the 3-year CCRN certification period, with 70 CERPs in Category A, 5 CERPs in Category B and 25 CERPs in Category C.

If you are renewing from one pathway to another (Direct Care, Knowledge Professional or Tele-critical Care), you may complete the CERPs required for either the pathway you are moving from ***or*** the pathway you are moving to. For details, please refer to the CCRN Renewal Handbook applicable to your renewal pathway at www.aacn.org/certhandbooks.

Synergy CERP Category	Number of CERPs Required
A	70
B	5
C	25
Total	**100**

The examples on this page and the following pages are not all-inclusive.

Category A - Clinical Judgment, Clinical Inquiry

70 CERPs Required

Examples: Lab values, BLS, ACLS, PALS, NRP, ECG, IV therapy, heart failure, pharmacology, assessment, pathophysiology, technical skills/new equipment, statistics, clinical research, evidence-based practice, auditing, publishing, practice protocols, QI/QA, clinical aspects of bioterrorism, exam review courses.

Category B - Advocacy & Moral Agency, Caring Practices, Response to Diversity, Facilitation of Learning

5 CERPs Required

Examples: Safety/restraints, legal or ethical issues, charting documentation, reducing medication errors, preceptorship, public policy, HIPAA, Joint Commission, patient support groups, cultural aspects of care, diversity, medical Spanish, therapeutic communication, psychosocial aspects of care, mental illness, geriatric care, spiritual considerations, addiction/recovery, violence/abuse, end-of-life care.

Category C - Collaboration, Systems Thinking

25 CERPs Required

Examples: Communication skills, teamwork, healthy work environments, AACN Synergy Model for Patient Care, redesigning hospital care, disaster/emergency planning, developing policies or procedures, community resources, committees, leadership, management, risk management, case management, AACN membership.

How to Calculate CERPs

Continuing Education Recognition Points (CERPs) are calculated according to the educational contact hour for seminars or lectures.

For purposes of certification renewal, one (1) hour of education time is equal to 1 CERP. For example, a 1-hour in-service would be worth 1 CERP; an education program that awarded 6 contact hours, 6 CEs or 6 CMEs would be worth 6 CERPs. CERPs are not awarded for registration, introductions, breaks, lunch, clinical time or for completion of certification exams.

For Academic Credit Courses, **one (1) credit is worth 15 CERPs**. For example, a 3-credit course would be worth 45 CERPs.

Renewal Synergy CERPs — Topics and Activities

Category A — Clinical Judgment, Clinical Inquiry

70 CERPs Required

Clinical Judgment

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to body systems, monitoring, physical assessment, anatomy and physiology, nursing interventions, lab values, pharmacology, ABG interpretation, diagnostic tests, therapies, fluid dynamics, BLS, ACLS, PALS, NRP, ECG interpretation, nutritional support, bariatric surgery, IV therapy, clinical implications of bioterrorism, technical skills, new equipment, core review and exam review programs

Activities

Participating on an AACN Certification Corporation committee or task force (Practice Analysis, Item Writer, Exam Development, Practice Exam Reviewer)	30 CERPs
Appeals Panel	5 CERPs

Clinical Inquiry

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to research and research process, quality improvement, evidence-based practice, how to do an audit or prevalence study, how to evaluate nursing care and how to publish an article

Activities

Develop best practices, standards of practice or standard nursing care plans for specific patient populations; original authorship	3 CERPs (revised 1 CERP)
Develop evaluation tools based on outcome criteria in behavioral terms; original authorship	3 CERPs (revised 1 CERP)
Develop or revise practice protocol; original authorship	3 CERPs (revised 1 CERP)
Auditing activities	3 CERPs per year for a min. of 8 hours per year of auditing activity
Quality improvement activities	3 CERPs per year for a min. of 8 hours per year of QI activity
Research activities	3 CERPs per year for a min. of 8 hours per year of research activity

Professional Publications

Responsibility in the publication may be authorship, co-authorship or editorial. The item to be published may be a book, chapter in a book, paper, article, abstract, book review, etc. Professionally authored multimedia aids are acceptable. CERPs are counted per activity, not based on how much time was spent completing the activity. CERPs for joint authorships are determined by dividing the number of CERPs to be awarded by the number of authors.	**A maximum of 30 CERPs per renewal period may be counted under Professional Publications.**
Editorial in a journal	5 CERPs
Column in a journal	10 CERPs
Journal article (peer reviewed)	20 CERPs
Journal reviewer (article or book chapter)	5 CERPs
Service on editorial boards	5 CERPs per board, per year
Article in a local newsletter or AACN chapter newsletter	2 CERPs
Original research article (peer reviewed)	30 CERPs
Textbook or chapter editor	1 CERPs per 10 pages (max. 30)
Textbook or chapter author	2 CERPs per 10 pages (max. 50)
Professionally authored multimedia aids	15 CERPs
Book review	3 CERPs
COVID-19/Value of Cert. story (300-600 words about how your certification influenced your practice during the pandemic - email to certjourney@aacn.org)	2 CERPs (max. 2 CERPs per year)
Clinical blog	2 CERPs (max. 4 CERPs per year)
Master's thesis/final project	30 CERPs
DNP capstone/final project	35 CERPs
Doctoral dissertation	45 CERPs

continued

Activities regularly completed as the focus of your primary nursing role may not be counted for CERPs.

If an activity is counted in one category, it may not be counted in another category (e.g., poster, speaking, publishing related to one study may be counted only once).

Obtaining an AACN micro-credential may be counted for CERPs. Refer to the AACN website (or email you received) for number of CERPs and category.

Academic Credit Courses

Encompasses academic courses offered by an accredited college or university that address the biopsychosocial knowledge base of professional human services.

Examples of acceptable courses for **Category A** include, but are not limited to physical assessment, anatomy, physiology, ECG interpretation, pathophysiology, IV therapy, chemistry, biology, research, education statistics, evidence-based practice, pharmacology and nursing anesthesia.

College credits earned through challenge exams are acceptable.

Examples of courses that are NOT acceptable for CERPs include, but are not limited to history, math, art, music and English.

For Academic Credit Courses, **one (1) credit is worth 15 CERPs**. For example, a 3-credit course would be worth 45 CERPs.

If selected for audit, submit all of the following that apply:

- Photocopy of CE certificate with your name, date(s) of attendance, title of course and contact hours. If the program was not formally granted contact hours (e.g., hospital or unit in-services), submit written verification of attendance, including name of participant, date(s) of attendance, title of course and hours of course (minus breaks and lunch), signed by educator, course director or supervisor.
- Written verification of project, activity or committee/board involvement, including date(s)
- Copy of the title page and table of contents. Publisher's notice of acceptance for publication should be submitted if CERPs are to be granted before printing
- Photocopy of formal transcript or grade report. If course title or subject is not identifiable as relating to Category A, include course description or brief profile of content
- Copies of ACLS, BLS, NRP and PALS cards are not sufficient for audit as they do not include actual class time, which varies. Please provide documentation of hours, with course date(s) and title, your name and signature of your supervisor, educator or professional associate. CERPs can be awarded for ACLS, BLS, PALS and NRP taken twice per certification period.

continued

Category B — Advocacy/Moral Agency, Caring Practices, Response to Diversity, Facilitation of Learning

5 CERPs Required

Advocacy/Moral Agency

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to patient rights, value of certification, advance directives, informed consent, ethics, ethical issues, regulatory issues (HIPAA, Joint Commission), insurance and reimbursement, legal aspects of nursing practice, public policy and sexual harassment training

Activities

Participation on an ethics committee	5 CERPs per year

Caring Practices

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to comfort measures, therapeutic touch, therapeutic communications, palliative care, grief and loss, patient safety (including infection control, fall prevention and body mechanics), stress management and burnout, and pet therapy

Activities

Facilitate a patient or family support group (e.g., Mended Hearts, bariatric or transplant support groups)	6 CERPs per year (min. of 6 hours)
Participate in a pet visitation program for hospitals or nursing homes	5 CERPs per year (min. of 5 hours)
Facilitate a critical incident debriefing with staff involved	5 CERPs per year (min. of 5 hours spent on incident)

Response to Diversity

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to cultural diversity, developmental stages, medical Spanish, spiritual considerations of the dying patient, psychosocial issues in diverse populations and outcomes/health disparities related to diverse populations

Activities

Participation on an advisory team or committee related to diversity (e.g., multigenerational work environment, cultural aspects of care, special needs)	5 CERPs per year
Volunteer community service for diverse populations (e.g., HIV hospice, migrant health clinics, free clinics). Minimum 4 visits/service contacts per year. Activity must involve nursing clinical judgment	1 CERP per hour (up to 8 CERPs per renewal period)

Facilitation of Learning

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to learning theory, mentoring, precepting, assessing learning needs and health literacy projects

Activities

Preceptorship/mentorship (includes checking skills for staff competency); a min. of 80 hours per year of preceptorship required	10 CERPs per year
Designing informational aids intended for use as references in the clinical area	3 CERPs per project (revised 1 CERP)
Designing patient educational aids, booklets or audiovisual projects	5 CERPs per project (revised 1 CERP)
Designing a multimedia learning module (e.g., patient teaching program on PowerPoint)	5 CERPs per project (revised 1 CERP)

continued

Professional Presentations

Encompasses the certificant's participation as an instructor delivering content to nurses, other healthcare professionals or the public. The presentation must be delivered within a structured framework of teaching/learning.

A presentation includes seminar, in-service, clinical conference, patient/family education program, consumer education program, BLS, ACLS, AACN chapter educational activities, podcast and/or presenting an original paper or poster. The participant may be a primary instructor, member of a team, guest lecturer, panel participant, etc. Check-in stations during a skills lab also count in this category.

For Example:
A one contact hour presentation that is given three times (one original and two repeat presentations) would earn a maximum of 5 CERPs.

3 CERPs are granted for each contact hour of lecture given. Each repeat presentation is granted 1 CERP per contact hour for a maximum of two times within a certification period.

If the program is co-taught, the number of CERPs to be awarded is determined by dividing CERPs by the number of instructors.

A maximum of 9 CERPs per year will be granted for professional presentations.

Activities regularly completed as the focus of your primary nursing role may not be counted for CERPs.

For example, as a critical care educator you may not claim CERPs for orientation programs that you present; however, presentations given on a newly researched topic for your chapter or at NTI may be claimed for CERPs in Category B.

Obtaining an AACN micro-credential may be counted for CERPs. Refer to the AACN website (or email you received) for number of CERPs and category.

Academic Credit Courses

Encompasses academic courses offered by an accredited college or university that address the biopsychosocial knowledge base of professional human services.

Examples of acceptable courses for **Category B** include, but are not limited to nutrition, ethical issues, legal issues, pain management, medical Spanish, geriatric nursing, end-of-life care, cultural nursing care, etc.

College credits earned through challenge exams are acceptable.

Examples of courses that are NOT acceptable for CERPs include, but are not limited to history, math, art, music and English.

For Academic Credit Courses, **one (1) credit is worth 15 CERPs**. For example, a 3-credit course would be worth 45 CERPs.

Acceptable Proof for Category B CERPs

If selected for audit, submit all of the following that apply:

- Photocopy of CE certificate with your name, date(s) of attendance, title of course and contact hours. If the program was not formally granted contact hours (e.g., hospital or unit in-services), submit written verification of attendance, including name of participant, date(s) of attendance, title of course and hours of course (minus breaks and lunch), signed by educator, course director or supervisor.
- Evidence of participation in the presentation (e.g., brochure, announcement or written statement) and contact hours
- Written verification by manager, educator or organization of activity (e.g., precepting on committee or board involvement), including date(s) and total hours
- Written verification by manager of facilitation of critical incident debriefing with date(s) and number of staff involved
- Photocopy of formal transcript or grade report. If course title or subject is not identifiable as relating to Category B, include course description or brief profile of content

continued

Renewal Synergy CERPs — Topics and Activities (continued)

Category C — Collaboration, Systems Thinking

25 CERPs Required

Collaboration

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to communication skills, dealing with conflict, dealing with difficult people, crucial conversations and improving interdepartmental or inter- and intraprofessional communication

Activities

Current membership in a professional nursing or healthcare organization (e.g., AACN, ANA, etc.)	3 CERPs per year/ per organization (max. 6 CERPs per year)

The following applies for AACN or other national organizations.

Participation on a Chapter Advisory Team	15 CERPs per year
Participation as a learning connection mentor	5 CERPs per year
Participation on a review panel (grants, scholarships, etc.)	5 CERPs per year
Participation in a focus group	10 CERPs per year
Participation in a work group	10 CERPs per year
Participation as an AACN ambassador	5 CERPs per year
Participation on a non-AACN national committee	10 CERPs per year
Volunteering in healthcare mission (e.g., Flying SAMS, Project Concern, health fairs, manning a first aid booth at a community event). Activity must utilize nursing clinical judgment	1 CERP per hour – max. 8 CERPs per renewal period

Systems Thinking

Ongoing Learning Topics

Includes all CE, CME, academic or e-learning courses and/or in-services related to care across many departments, settings, facilities, participants, regions; discharge planning; standards of excellence; management and leadership skills; healthy work environments; AACN Synergy Model for Patient Care; risk management; natural disaster/emergency planning and coordination, exploring community resources, etc.

Activities

Participation in activities/teams/ committees that solve or prevent complex problems and improve care across many participants, multiple departments, settings, facilities or regions (e.g., spearheading a major patient care improvement)	10 CERPs per activity, per year
Participation in leadership responsibilities or committee involvement at a chapter/ regional level	10 CERPs per committee, per year
Leadership responsibilities or committee involvement in professional or health-related organizations	10 CERPs per committee, per year
Participation as an AACN or AACN Certification Corporation board member	20 CERPs per year
Initiating or leading an interdisciplinary team to solve a patient care problem or leading a case conference	5 CERPs per team meeting/case conference (max. 5 CERPs per year)
Developing or revising nursing policy or procedure	3 CERPs for original; 1 CERP for revision

continued

Activities regularly completed as the focus of your primary nursing role may not be counted for CERPs.

Obtaining an AACN micro-credential may be counted for CERPs. Refer to the AACN website (or email you received) for number of CERPs and category.

Academic Credit Courses

Encompasses academic courses offered by an accredited college or university that address the biopsychosocial knowledge base of professional human services.

Examples of acceptable courses for **Category C** include, but are not limited to psychology, sociology, philosophy, social or cultural anthropology, leadership in nursing, healthcare management, case management, risk management, etc.

College courses earned through challenge exams are acceptable.

Examples of courses that are NOT acceptable for CERPs include, but are not limited to history, math, art, music and English.

For Academic Credit Courses, **one (1) credit is worth 15 CERPs**. For example, a 3-credit course would be worth 45 CERPs.

Acceptable Proof for Category C CERPs

If selected for audit, submit all of the following that apply:

- Photocopy of CE certificate with your name, date(s) of attendance, title of course and contact hours. If the program was not formally granted contact hours (e.g., hospital or unit in-services), submit written verification of attendance, including name of participant, date(s) of attendance, title of course and hours of course (minus breaks and lunch), signed by educator, course director or supervisor.
- Written verification from the organization
- Written documentation (brochure) of the volunteer organization's (non-AACN) values and mission statement
- Photocopy of membership card
- Written verification from the organization on initiative or leadership role on team to solve patient care problem
- Photocopy of formal transcript or grade report. If course title or subject is not identifiable as relating to Category C, include course description or brief profile of content

CCRN CERP Log
Tele-critical Care Renewal Pathway

Do NOT submit unless being audited.

Name: _____ **AACN Customer Number:** _____
Last First MI

3-Year Certification Renewal Period: _____ — _____
From To

Candidates seeking **CCRN** certification renewal must accumulate 100 CERPs (Continuing Education Recognition Points) within the 3-year period prior to the scheduled certification renewal date in order to maintain active certification status.

Directions

Print or type all information legibly. This form may be photocopied. Keep this log for your records to submit if you are selected for a renewal audit.

If selected for audit, please attach all documents verifying continuing education activities, in the order listed, to this form. Do not submit originals. Submit all documentation in a single PDF file to certaudit@aacn.org.

Category A — Clinical Judgment, Clinical Inquiry

70 CERPs Required

Ongoing learning topics include all CE, CME, academic or e-learning courses and/or in-services related to a clinical judgment or clinical inquiry topic on the test plan. Topics must have direct application to the needs of the acutely and/or critically ill patient/family. Activities may include CCRN and PCCN certification review courses, publishing, performing audits and performing committee work related to clinical inquiry or clinical judgment.

Ongoing Learning Topic (Title of Program or Activity)	Date(s)	Sponsoring Organization	No. of Academic Course Credits	CERPs Awarded	Office Use
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

continued

For CERPs completed at NTI you need not list course details, simply write "Refer to NTI CE certificate" and list total number of CERPs awarded in each category.

CCRN CERP Log
Tele-critical Care Renewal Pathway (continued)

Category A — Clinical Judgment, Clinical Inquiry

70 CERPs Required

Ongoing Learning Topic (Title of Program or Activity)	Date(s)	Sponsoring Organization	No. of Academic Course Credits	CERPs Awarded	Office Use
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					
26.					
27.					
28.					
29.					
30.					
			Category A Total		

For CERPs completed at NTI you need not list course details, simply write "Refer to NTI CE certificate" and list total number of CERPs awarded in each category.

CCRN CERP Log
Tele-critical Care Renewal Pathway (continued)

Category B — Advocacy/Moral Agency, Caring Practices, Response to Diversity, Facilitation of Learning

5 CERPs Required

Ongoing learning topics may be in-service, CEs or academic courses, but address subjects that have direct application to needs of the acutely and/or critically ill patient/family. Activities may be related to infection control, patient safety, conducting professional presentations or developing teaching aids. Activities may also include volunteer work that has a clinical judgment component. The volunteer activity should be performed outside the nurse's salaried position. CERPs are granted based on the individual activity, not the total number of hours spent on the activity.

Ongoing Learning Topic (Title of Program or Activity)	Date(s)	Sponsoring Organization	No. of Academic Course Credits	CERPs Awarded	Office Use
1.					
2.					
3.					
4.					
5.					
6.					
				Subtotal	

Presentation / Program Title	Date(s)	No. of Contact Hours Taught	CERPs Awarded	Office Use
1.				
2.				
3.				
4.				
			Subtotal	

Activity / Organization	Date(s)	No. of Hours Involved in Activity	CERPs Awarded	Office Use
1.				
2.				
3.				
4.				
			Subtotal	
			Category B Total	

For CERPs completed at NTI you need not list course details, simply write "Refer to NTI CE certificate" and list total number of CERPs awarded in each category.

CCRN CERP Log
Tele-critical Care Renewal Pathway (continued)

Category C — Collaboration, Systems Thinking

25 CERPs Required

Ongoing learning topics include all CE, CME, academic or e-learning courses and/or in-services that address subjects that have direct application to the needs of the acutely and/or critically ill patient/family. Activities may include AACN or other national organization committee work, leadership roles on committees or membership in a professional organization. Current membership in a professional nursing or healthcare organization is limited to 2 organizations at 3 CERPs per year each (up to 18 CERPs per renewal period).

Ongoing Learning Topic (Title of Program or Activity)	Date(s)	Sponsoring Organization	No. of Academic Course Credits	CERPs Awarded	Office Use
1.					
2.					
3.					
4.					
5.					
6.					
7.					
			Total		

Committee Work / Leadership Roles	Date(s)	Organization	CERPs Awarded	Office Use
1.				
2.				
3.				
		Total		

Professional Membership	Membership No.	Membership Period	CERPs Awarded	Office Use
1.				
2.				
		Total		
		Category C Total		

Category	Minimum	No. CERPs
A	75	
B	5	
C	25	
Grand Total (100):		

By signing below I affirm that the information listed on this CERP Log is true and correct.

Signature _____ **Date**_____

Printed Name _____

For CERPs completed at NTI you need not list course details, simply write "Refer to NTI CE certificate" and list total number of CERPs awarded in each category.

AACN CERTIFICATION CORPORATION

Online renewal is available at www.aacn.org/certification > Renew Certification.

Staple Check Here

CCRN Renewal Application – Tele-critical Care Pathway

AACN CUSTOMER: **MEMBERSHIP EXP. DATE:** **CCRN EXP. DATE:**

LEGAL NAME:
Last First MI Maiden

HOME ADDRESS:
City State Zip

EMAIL: **HOME PHONE:**

EMPLOYER NAME: **BUSINESS PHONE:**

EMPLOYER ADDRESS:
City State Zip

CCRN RENEWAL FEE

Check ***one*** box only	AACN Member	Nonmember	Renewal + 1 Year AACN Membership	Renewal + 2 Year AACN Membership	Renewal + 3 Year AACN Membership
Renewal by Synergy CERPs	☐ $150	☐ $230	☐ $228	☐ $298	☐ $350
Renewal by Exam	☐ $185	☐ $290	☐ $263	☐ $333	☐ $385
Inactive Status*	☐ $95	☐ $175	☐ $173	☐ $243	☐ $295

*For **INACTIVE STATUS** please sign and date here: Signature _____ Date _____

☐ I am using this application to **reactivate** my CCRN certification - Tele-critical Care Pathway from Inactive status and have included the appropriate CCRN renewal fees.

AACN membership includes nonrefundable $12 and $15 one-year subscriptions to *Critical Care Nurse*® and the *American Journal of Critical Care*®, respectively. AACN dues are not deductible as charitable contributions for tax purposes, but may be deducted as a business expense in keeping with Internal Revenue Service regulations.

☐ Please do not include my name on such lists sold to other organizations.

SUBMIT APPLICATION AND FEE TO:
AACN Certification Corporation
27071 Aliso Creek Road
Aliso Viejo, CA 92656-3399
Or fax to: 949-362-2020

PAYMENT INFORMATION - *application must be accompanied by payment*

☐ Check or money order attached – *payable to AACN Certification Corporation. U.S. funds only.*

Bill my credit card: ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover Card

Credit Card # ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Exp. Date (mm/yy) ☐☐ / ☐☐

Name on Card _____ Signature _____

Amount Billed $_____ Address of Payor (if different than applicant) _____

DEMOGRAPHIC INFORMATION

Select ONE in each category. This information is used for statistical purposes and may be used in eligibility determination.

Primary Area Employed
- ☐ Acute Hemodialysis Unit (21)
- ☐ Burn Unit (13)
- ☐ Cardiac Rehabilitation (26)
- ☐ Cardiac Surgery/OR (36)
- ☐ Cardiovascular/Surg. ICU (09)
- ☐ Catheterization Lab (22)
- ☐ Combined Adult/Ped. ICU (23)
- ☐ Combined ICU/CCU (01)
- ☐ Coronary Care Unit (03)
- ☐ Corporate Industry (24)
- ☐ Critical Care Transport/ Flight (17)
- ☐ Direct Observation Unit (39)
- ☐ Emergency Dept. (12)
- ☐ General Med./Surg. Floor (18)
- ☐ Home Care (25)
- ☐ Intensive Care Unit (02)
- ☐ Interventional Cardiology (31)
- ☐ Long-Term Acute Care (27)
- ☐ Medical Cardiology (34)
- ☐ Medical ICU (04)
- ☐ Medical Surgical ICU (35)
- ☐ Neonatal ICU (06)
- ☐ Neuro./Neurosurgical ICU (10)
- ☐ Oncology Unit (19)
- ☐ Operating Room (15)
- ☐ Outpatient Clinic (29)
- ☐ Pediatric ICU (05)
- ☐ Private Practice (32)
- ☐ Progressive Care Unit (16)
- ☐ Recovery Room/PACU (14)
- ☐ Respiratory ICU (08)
- ☐ Stepdown Unit (30)
- ☐ Subacute Care (28)
- ☐ Surgical ICU (07)
- ☐ TeleICU (37)
- ☐ Telemetry (20)
- ☐ Trauma Unit (11)
- ☐ Other – *specify below*

_____ (99)

Primary Position Held
- ☐ Academic Faculty (07)
- ☐ Acute Care Nurse Practitioner (09)
- ☐ Bedside/Staff Nurse (01)
- ☐ Case Manager (39)
- ☐ Charge Nurse (45)
- ☐ Clinic Nurse (40)
- ☐ Clinical Coordinator (44)
- ☐ Clinical Director (04)
- ☐ Clinical Nurse Specialist (08)
- ☐ Corporate/Industry (11)
- ☐ Hospital Administrator (38)
- ☐ Internist (37)
- ☐ Legal Nurse Consultant (47)
- ☐ Manager (03)
- ☐ Nurse Anesthetist (02)
- ☐ Nurse Educator (46)
- ☐ Nurse Midwife (13)
- ☐ Nurse Practitioner (05)
- ☐ Outcomes Manager (42)
- ☐ Physician (16)
- ☐ Physician Assistant (17)
- ☐ Researcher (18)
- ☐ Respiratory Therapist (19)
- ☐ Technician (21)
- ☐ Unit Coordinator (22)
- ☐ Other - *specify below*

_____ (99)

Highest Nursing Degree
- ☐ Associate's Degree
- ☐ Bachelor's Degree
- ☐ Diploma
- ☐ Doctorate
- ☐ Master's Degree

Ethnicity
- ☐ African American (02)
- ☐ Asian (05)
- ☐ Hispanic (03)
- ☐ Native American (04)
- ☐ Pacific Islander (06)
- ☐ White/Non-Hispanic (01)
- ☐ Other – *specify below*

_____ (99)

Primary Type of Facility in Which Employed
- ☐ College/University (08)
- ☐ Community Hospital (Nonprofit) (01)
- ☐ Community Hosp. (Profit) (02)
- ☐ Corporate/Industry (11)
- ☐ County Hospital (07)
- ☐ Federal Hospital (05)
- ☐ HMO/Managed Care (12)
- ☐ Home Health (13)
- ☐ Long-Term Acute Care Hospital (16)
- ☐ Military/Gov't Hospital (04)
- ☐ Non-Academic Teaching Hospital (14)
- ☐ Registry (10)
- ☐ Self-Employed (09)
- ☐ State Hospital (06)
- ☐ Travel Nurse (15)
- ☐ University Med. Ctr. (03)
- ☐ Other – *specify below*

_____ (99)

Number of Beds in Institution: _____

Years of Experience in Nursing: _____

Years of Experience in Acute/Critical Care Nursing: _____

Date of Birth: *(mm/dd/yy)*

_____

Gender:
☐ Male ☐ Female
☐ Non-binary

*Please select and complete **Option 1** (CERPs) or **Option 2** (Exam) for second page of application.*

AACN CERTIFICATION CORPORATION

Option 1

CCRN Renewal by CERPs Honor Statement

Tele-critical Care Renewal Pathway

This page is NOT applicable for Inactive status.

Please print clearly.

NAME: _____ **AACN CUSTOMER #:** _____

Last First MI

I hereby apply for CCRN certification renewal. Submission of this application indicates I understand and have met the renewal eligibility requirements as documented in the *CCRN Renewal Handbook - Tele-critical Care Pathway*.

LICENSURE: I possess a current, unencumbered U.S. RN or APRN license. My _____ (*state*) nursing license _____ (*number*) is due to expire _____ (*date*). During this last certification period, no license I've held was subjected to formal discipline by the board of nursing in the state(s) in which I practiced and had no provisions or conditions that limited my nursing practice in any way. I understand that I must notify AACN Certification Corporation **within 30 days** if any provisions or conditions are placed against any RN or APRN license(s) I hold.

PRACTICE: During this last 3-year certification period, I fulfilled the practice requirements of 432 hours of care of acutely/critically ill **adult** patients in a tele-critical care setting or in a combination of tele-critical care and direct care as an RN or APRN, with 144 of those hours accrued in the 12-month period prior to my scheduled certification renewal date.

A majority of the total practice hours and those within the year prior to application for renewal eligibility were focused on *critically* ill patients.

Hours were completed in a U.S.-based or in a facility determined to be comparable to the U.S. standard of tele-critical care nursing practice.

PRACTICE VERIFICATION: Following is the contact information for my supervisor or a professional colleague (RN or physician) who can verify that I have met the practice hour requirements:

Verifier's Name: _____ **Facility Name:** _____

Last First

Verifier's Phone Number: _____ **Verifier's Email Address:** _____

You may not list yourself or a relative as your verifier.

CONTINUED COMPETENCE: During this last 3-year certification period, I completed a total of 100 CERPs, with 70 CERPs in Category A, 5 CERPs in Category B and 25 CERPs in Category C ***or*** if renewing from the Direct Care Pathway to the Tele-critical Care Pathway, 60 CERPs in Category A, 10 CERPs each in Categories B and C, plus 20 CERPs in the category of my choice.

AUDIT: I understand that my certification eligibility is subject to audit, and failure to respond to or pass an audit will result in revocation of certification. If selected for audit, I understand that switching to renewal by exam, selecting Inactive or another status, or completing CERPs/CE Points is not an option.

ETHICS: I understand the importance of ethical standards and agree to act in a manner congruent with the ANA Code of Ethics for Nurses.

NONDISCLOSURE OF EXAM CONTENT: Submission of this application indicates my agreement to keep the contents of the exam confidential and not disclose or discuss specific exam content with anyone except AACN Certification Corporation. Per AACN Certification Corporation policy, sharing of exam content is cause for revocation of certification.

To the best of my knowledge, the information contained in this application is accurate and submitted in good faith. My signature below indicates I have read this honor statement and meet the renewal requirements as outlined.

Applicant's Signature: _____ **Date:** _____

SUBMIT APPLICATION: Detach and mail application with payment to: **AACN Certification Corp., 27071 Aliso Creek Rd., Aliso Viejo, CA 92656-3399** ***or*** fax to: **949-362-2020**. ***DO NOT mail AND fax your application - please choose only ONE method.***

Please allow **2 to 3 weeks** from the date received by AACN Certification Corporation for the processing of your application.

Questions? Please visit www.aacn.org/certification, email certification@aacn.org or call us at 800-899-2226.

Option 2
CCRN Renewal by Exam Honor Statement
Tele-critical Care Renewal Pathway

This page is NOT applicable for Inactive status.

Please print clearly.

NAME: _____ **AACN CUSTOMER #:** _____
Last First MI

I hereby apply for CCRN certification renewal. Submission of this application indicates I understand and have met the renewal eligibility requirements as documented in the *CCRN Renewal Handbook - Tele-critical Care Pathway* and the *Certification Exam Policy Handbook*.

LICENSURE: I possess a current, unencumbered U.S. RN or APRN license. My _____ (*state*) nursing license _____ (*number*) is due to expire _____ (*date*). During this last certification period, no license I've held was subjected to formal discipline by the board of nursing in the state(s) in which I practiced and had no provisions or conditions that limited my nursing practice in any way. I understand that I must notify AACN Certification Corporation **within 30 days** if any provisions or conditions are placed against any RN or APRN license(s) I hold.

PRACTICE: During this last 3-year certification period, I fulfilled the practice requirements of 432 hours of care of acutely/critically ill **adult** patients in a tele-critical care setting or in a combination of tele-critical care and direct care as an RN or APRN, with 144 of those hours accrued in the 12-month period prior to my scheduled certification renewal date.

A majority of the total practice hours and those within the year prior to application for renewal eligibility were focused on *critically* ill patients.

Hours were completed in a U.S.-based or in a facility determined to be comparable to the U.S. standard of tele-critical care nursing practice.

PRACTICE VERIFICATION: Following is the contact information for my supervisor or a professional colleague (RN or physician) who can verify that I have met the CCRN clinical practice hour requirements:

Verifier's Name: _____ **Facility Name:** _____
Last First

Verifier's Phone Number: _____ **Verifier's Email Address:** _____

You may not list yourself or a relative as your verifier.

AUDIT: I understand that my certification eligibility is subject to audit, and failure to respond to or pass an audit will result in revocation of certification. If selected for audit, I understand that switching to renewal by exam, selecting Inactive or another status, or completing CERPs/CE Points is not an option.

ETHICS: I understand the importance of ethical standards and agree to act in a manner congruent with the ANA Code of Ethics for Nurses.

NONDISCLOSURE OF EXAM CONTENT: Submission of this application indicates my agreement to keep the contents of the exam confidential and not disclose or discuss specific exam content with anyone except AACN Certification Corporation. Per AACN Certification Corporation policy, sharing of exam content is cause for revocation of certification.

To the best of my knowledge, the information contained in this application is accurate and submitted in good faith. My signature below indicates I have read this honor statement and meet the renewal requirements as outlined.

Applicant's Signature: _____ **Date:** _____

The *CCRN Exam Handbook - Tele-critical Care Eligibility Pathway*, available online, contains current test plans and exam references.

SUBMIT APPLICATION: Detach and mail application with payment to: **AACN Certification Corp., 27071 Aliso Creek Rd., Aliso Viejo, CA 92656-3399** ***or*** fax to: **949-362-2020**. ***DO NOT mail AND fax your application - please choose only ONE method.***

Please allow **2 to 3 weeks** from the date received by AACN Certification Corporation for the processing of your application.

Questions? Please visit www.aacn.org/certification, email certification@aacn.org or call us at 800-899-2226.

CCRN