



## **MSNCB POLICY 423**

Title: ACCEPTED RECERTIFICATION CONTACT HOURS

### **POLICY**

Recertification may be attained through continuing nursing education (CNE) contact hours (CH) and other professional activities. A minimum of ninety (90) CH is required for recertification. Candidates must document CNE contact hours and other professional development activities to MSNCB.

### **REQUIREMENT FOR RECERTIFICATION BY CONTACT HOURS**

A minimum of ninety (90) contact hours (CH) is required for recertification.

#### **MEDICAL-SURGICAL NURSING CONTACT HOURS:**

For the purposes of this policy, medical-surgical nursing contact hours are defined as: Contact hours specific to medical-surgical nursing practice. If the content of the activity is included in the CMSRN exam blueprint, then the contact hours may be applied to the medical-surgical nursing practice category. A minimum of sixty-eight (68) contact hours of the required ninety (90) hours must apply to this category.

#### **CARE COORDINATION & TRANSITION MANAGEMENT (CCTM) CONTACT HOURS:**

For the purposes of this policy, CCTM contact hours are defined as: Contact hours specific to care coordination and transition management practice. If the content of the activity is included in the CCCTM exam blueprint, then the contact hours may be applied to the CCTM practice category. A minimum of sixty-eight (68) contact hours of the required ninety (90) hours must apply to this category.

#### **PROFESSIONAL DEVELOPMENT AND HEALTH RELATED CONTACT HOURS:**

For the purposes of this policy, professional development and health related topic contact hours are defined as: Contact hours include the broad area of health care, general nursing, and continuing education activities planned to meet the individual's potential for professional growth. Examples include nursing informatics, interviewing, and financial management. A maximum of twenty-two (22) contact hours of the required 90 hours may apply to this category.

#### **CREDIT AWARDED:**

Credit will be given according to the number of contact hours awarded. For the initial recertification, Contact Hours earned from January 1 of the first year of initial certification may be submitted for recertification. Example: Date certified was 5/1/2018. Contact Hours earned since 1/1/2018 may be submitted for the recertification period ending 4/30/2023.

For all following certifications, contact hours within the current certification may be submitted for recertification. Example: Nurse's first recertification is from 6/1/2018 through 5/31/2023. Contact hours earned since 6/1/2018 through 5/31/2023 may be submitted.

**ACCEPTABLE CONTACT HOUR ACTIVITIES**

Acceptable contact hours may be earned from the following activities.

**1. Continuing Nursing Education Activities**

These CNE activities include CH awarded for attendance at education activities as well as independent study activities such as journal articles or Internet-based education. CNE activities must be provided or co-provided by an individual, state, or national organization

accredited as a provider or approver of continuing nursing education. These education activities may be in any format including, but not limited to courses, workshops, and independent study.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on the content.
- Education programs must be presented by an individual, state, or national organization accredited as a provider of continuing nursing education.
- ACLS and BLS course work:
  - BLS course work is not accepted as it is generally required for registered nurses.
  - ACLS course work is accepted only once per recertification period.
- Contact hours earned at an education convention or seminar with multiple sessions may be listed as a total amount for the entire convention or seminar. MSNCB reserves the right to request additional information on convention or seminar content or objectives.
- All contact hours earned at the AMSN annual convention and through all AMSN publications will be considered entirely as medical-surgical contact hours.
- Continuing Medical Education (CME) credits are acceptable when the content is also applicable to medical-surgical nursing. If audited, course outline and/or objectives must be submitted.
  - One CME equals one contact hour, with a maximum of forty-five (45) CH per recertification period.

**2. Preceptorship/Mentoring**

Preceptors/Mentors must provide clinical supervision to baccalaureate, masters or doctoral degree students and/or newly hired nurses.

- Contact hours in this category may be counted toward medical-surgical practice.
- Documentation must be provided from the school of nursing or by the nurse manager. The required form can be found on the MSNCB website.
  - Thirty (30) hours as a medical-surgical focused preceptor/mentor = Five (5) contact hours, with a maximum of twenty (20) CH per recertification period.

**3. Academic Courses**

A registered nurse enrolled in an accredited baccalaureate, masters, or doctoral degree program may receive CH credit for academic course work related to medical-surgical nursing.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on the content.
- General education courses may not be used.
- A copy of a transcript must be provided with the application.
- In the event of an audit, an official transcript must be provided.
  - Each academic hour = fifteen (15) contact hours with a maximum of seventy-five (75) CH allowed per recertification period.

**4. Presentation**

This category includes the presentation of new content for academic courses and continuing nursing education program.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on the content.
- Presentations must be awarded academic credit or contact hours. Contact hours must be awarded by an accredited or approved provider of continuing nursing education.

- This credit applies one time only per course in the recertification period regardless of how many times the course is taught.
- Each one (1) hour of presentation = Three (3) contact hours with a maximum of forty-five (45) CH per recertification period.
  - E.g. a college level medical-surgical course of 12 one-hour class sessions is presented during a semester for a 3-credit course. The educator may claim 36 CH. (12 X 3 = 36 CH)
  - E.g. an RN presents a 2-hour CNE class one time only within the healthcare system. The RN may claim 6 CH (2 x 3 = 6 CH).

## **5. Professional Publications**

The format must be a manuscript, research paper, book, or book chapter and must be published by a recognized publisher or professional journal.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on the content.
  - Authors, co-authors or editors of a book earn twenty-five (25) CH with a maximum of twenty-five (25) CH per recertification period.
  - Authors or co-authors of a book chapter earn ten (10) CH with a maximum of twenty-five (25) CH per recertification period.
  - Authors or co-authors of a published article earn five (5) CH with a maximum of twenty-five (25) CH per recertification period.
- If audited, the following materials must be submitted for consideration:
  - Title of publication
  - Name of publication, if book chapter or article
  - Publisher
  - Date
  - Objectives
  - Bibliography

## **6. Multimedia Program Development**

This category includes the development of program content and script for videotapes, audiotapes, or other electronic media.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on content.
- The program must be awarded contact hours.
  - The production of one (1), 60-minute program equals five (5) CH, with a maximum of twenty (20) CH per recertification period.
- If audited, the following materials must be submitted for consideration:
  - Media type
  - Objectives
  - Script or program outline
  - Bibliography

## **7. Conference Poster Presentation**

The poster must be relevant to medical-surgical nursing practice, and presented at a regional or national meeting.

- Contact hours in this category may be counted toward medical-surgical practice or professional development, depending on content.
- If audited, proof of poster development and presentation must be provided (e.g., meeting syllabus).
- If the poster presentation is offered more than once, credit will be allowed for one presentation only during the recertification period.
  - Five (5) CH will be awarded per poster, with a maximum of twenty (20) CH per recertification period.

**8. Research/Evidence Based Practice Projects**

This category includes research projects that have been approved by the Institutional Review Board (IRB) in your facility in which you are clearly identified as being one of the primary investigators.

This category also includes evidence-based practice projects that have been given exempt status by the IRB or have been implemented in your facility and are reflected in its policies, procedures or clinical guidelines. You must be clearly identified as being one of the primary champions in the development, implementation and evaluation of the project.

- Contact hours in this category may be counted toward medical surgical nursing practice or professional development.
- A copy of the research proposal submitted to your facility's IRB or the evidence-based practice project must be included.
- One (1) research project = Thirty (30) CH, with a maximum of thirty (30) CH per recertification period.
- One (1) evidence-based practice project = Fifteen (15) CH, with a maximum of fifteen (15) CH per certification period.

**9. Member on a National Nursing Organization Board or National Committee Chair**

- Contact hours in this category may be counted toward professional development.
  - One (1) hour of participation = One (1) CH with a maximum of five (5) CH per recertification period.

**10. Test Development/Item Writing/Item Reviewing for MSNCB**

Members of any MSNCB Test Development/Item Writer/Item Reviewer Committees may count their volunteer time when recertifying.

- Contact hours in this category may be counted towards the specific practice based on the committee service and designated by MSNCB.
  - One (1) volunteered weekend session = Five (5) CH with a maximum of twenty (20) CH per recertification period.

**11. Recertification Committee for MSNCB**

Members of any MSNCB Recertification Committees may count their volunteer time when recertifying.

- Contact hours in this category may be counted toward professional development.
  - One (1) year volunteered = Two (2) CH with a maximum of twenty (20) CH per recertification period.

**12. AMSN Volunteer Units**

- Members of certain AMSN Volunteer Units are eligible to receive CE for their active volunteer participation. CE will be determined at the discretion of the AMSN committee chair and staff liaison.
- Members participating on the Clinical Practice Committee and the AMSN Legislative Committee will receive medical-surgical contact hours.
- All other AMSN committees will received professional development contact hours.
- May obtain a maximum of twenty (20) CH per recertification period.
- Paid volunteers are ineligible to receive contact hours.

History:

<b>Origination Date:</b> February 2009	<b>Review Dates:</b> November 2011	<b>Revision Dates:</b> Dec 2009      May 2016 Oct 2013      Sept 2017 Mar 2014      Feb 2019 May 2015	<b>Formerly:</b>
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