

## CMSRN Tracker and Application <sup>[1]</sup>

### About The CMSRN Tracker and Application

The **Certified Medical-Surgical Registered Nurse (CMSRN)** Tracker offers you the online convenience of taking charge of your recertification plan.

When you choose to recertify by continuing education, the Tracker is your online resource for planning, tracking, and applying for recertification.

Use the Tracker to enter and track contact hours, store your employment information, review the verification status of self-reported contact hours, and apply for CMSRN recertification.

If you haven't become familiar with the Tracker, we recommend you log in and take a look around. It's a simple tool that packs a lot of convenience.

### Take Me to My Tracker

Tip: MSNBC recommends arranging your recertification plan soon after certification. [Learn more](#) <sup>[3]</sup>.

### Understanding Your Tracker

The CMSRN Tracker is a simple tool that shows your certification information, how close you are to recertifying, and the contact hours counting toward your recertification. You can also apply for recertification online right from your Tracker.

There is a single rule to remember when preparing to recertify and using the Tracker - **if you see red, you can't move ahead**. Each area will provide information in red about what, if anything, is preventing you from recertifying. You can only recertify once all areas in red have been resolved.

**MSNCB**  
certification board

My Information      Certifications      Purchases      Publications

**My Certifications**

**Certifications (click to select for Tracker)**

**CMSRN** Active from 09/10/2011 to 09/30/2016

**CMSRN Recertification Status**

Total Hours Verified		90.00 of 90.0000 required	Fulfilled
MEDSURG Hours Verified		50.00 of 68.0000 required	<b>18.00 still needed</b>

Provide Employment Info      Not Eligible to Recertify

If you have fulfilled your CE requirements but still show as Not Eligible to Certify, verify that the button above indicates Employment Info Ok. If, instead, it shows Provide Employment Info, simply click that button and scroll to the bottom to complete the Employment Information section. Additional notes regarding issues with your Employment Information, if there are any, will appear below.

**Invalid License #,**

**Total Hours Verified:** The total amount of contact hours applied toward recertification.

**MedSurg Hours Verified:** The number of contact hours categorized and verified as med-surg to be used toward recertification.

Note: Even though 90 hours are fulfilled in this example, eighteen more MedSurg hours are needed to qualify.

**Provide Employment Info:** Click to add or update required employment and licensure information. Detail on any issues will appear below (Invalid License # in this example).

**Employment Info Ok:** Required employment and licensure information is present in your record.

**Not Eligible to Recertify:** Some criteria have not been met, or it's too early to apply.

**Recertify Now:** All criteria have been met. Click to apply.

## Entering Contact Hours

A few things to remember when reporting contact hours:

- We recommend entering your contact hours as you earn them.
- Allow up to 10 business days for self-reported contact hours to be reviewed and verified.

- Spell out uncommon acronyms.
- Activities may be recategorized upon verification.
- Complete the "Learning Outcome" field to describe CE activity/course content.
- If contact hours you earned through AMSN are not listed within 24 hours, please [contact us](#) [4].

## Certification Contact Hours Earned (CHs)\*

Entries highlighted in purple are currently applicable to recertification. Only verified entries during your current certification period are applicable.

Show All entries Search:

Type	CHs	Activity	Earned Date	Verified
MEDSURG (Self Reported)	10.00	Preceptor for newly hired RN	8/12/2015 12:00:00 AM	✓
MEDSURG (Self Reported)	45.00	<a href="#">PLEASE SUBMIT UNOFFICIAL TRANSCRIPT Pathophysiolog...</a>	1/12/2014 12:00:00 AM	Pending
MEDSURG (Self Reported)	5.00	<a href="#">PLEASE SUBMIT PRECEPTOR FORM Precepted masters deg...</a>	1/8/2015 12:00:00 AM	Pending
PROFDEV (Self Reported)	18.50	Physiology - Basics	1/6/2013 12:00:00 AM	✓
PROFDEV (Self Reported)	11.00	Online basic computer course	6/10/2015 12:00:00 AM	✓
PROFDEV (Self Reported)	9.00	Neuroscience Fall Educational Intervention	11/30/2015 12:00:00 AM	✓
PROFDEV (Self Reported)	5.00	<a href="#">Module 2: Care Coordination and Transition Managem...</a>	8/1/2014 12:00:00 AM	
PROFDEV (Self Reported)	5.00	<a href="#">Medical-Surgical Nurses' Perceived Value of Certif...</a>	4/1/2012 12:00:00 AM	
MEDSURG (Self Reported)	15.00	<a href="#">Med Article 2</a>	1/5/2016 12:00:00 AM	Rejected

Showing 1 to 9 of 25 entries

Previous 1 Next

**Self-Report CNE Activities**

**Self-Report Non-CNE Activities**

**Type:** Contact hour category type. (MEDSURG or PROFDEV)

**CHs:** Number of contact hours reported for that activity.

**Activity:** Reported activity title. Self-reported activities are editable until they have been verified. To edit an activity, click on the underlined title.

**Earned Date:** The date the activity was completed.

**Verified:** Status of verification.

**Blank:** Activity has not yet been reviewed by MSNCB.

*Self-reported contact hours are manually reviewed. Allow up to 10 business days to update.*

**?:** Activity has been verified by MSNCB.

**Pending:** More information is required. The Activity column will be noted with what is needed.

**Rejected:** Activity does not count toward contact hours.


### Self-Report CNE Activities:

Continuing Nursing Education (CNE). Enter any [CNE activity](#) [5].

### Self-Report non-CNE Activities:

Non-CNE hours are awarded through taking academic courses, being a preceptor, and [eight other ways](#) [6].

### Reporting Preceptor and Academic Hours

When reporting preceptor and/or academic hours, be sure to submit a [preceptor form](#)  [7] and/or an unofficial transcript, and only log academic courses that are related to nursing. The documents can be [faxed, mailed, or emailed](#) [8]. Please address the documents to MSNCB.

## Sample CNE Activity Entry

CNE Activities are formal continuing nursing education.

**My Certification Contact Hours** | [Add Self Reported Credit](#)

**Self Reported Credit Information**

Type of Contact Hours:	PROFDEV	Verified?	No
Contact Hours Earned:	1.40		
Date Earned:	11/17/2015		
Location of Activity:	Journal article		
Activity Title:	A Policy Analysis of Health Care Reform: Implications for Nurses		
Provider Name:	Anthony J. Jannetti, Inc.		

**If you have earned credits in the AMSN Online Library and they do not appear in your recorded contact hours, please click the link below to contact us -**

[Contact us to resolve the issue](#)

**Type of Contact Hours:** Determine whether the contact hours are [MEDSURG](#) [9] or [PROFDEV](#) [9].  
Note: Activities may be recategorized upon verification

**Contact Hours Earned:** Amount of contact hours awarded per certificate

**Date Earned:** If the activity was over a series of dates, enter last date

**Location of Activity:** Name of hospital, conference, journal, etc. If earned online, enter "online"

**Activity Title:** Title that is listed on certificate

**Provider Name:** Accredited providers are listed on your certificate. Note: not asking for presenter's name.

**Learning Objectives:** Describe CE activity/course content.

[Learn more about CNE activities](#) [5].

## Sample non-CNE Activity Entry

Non-CNE Activities are professional activities that are awarded contact hours: preceptorship, academic courses, presentations, publications, research and EBP projects, board membership or chair, test development/item writing, and recertification committee.

## My Certification Contact Hours - Non-CNE | [Add Non-CNE Contact Hours](#)

### Non-CNE Self Reported Credit Information

Non-CNE Activity Type:	<input type="text" value="Preceptor/Mentorship"/>
Title/Description:	<input type="text" value="Preceptor for newly hired RN"/>
Date Completed:	<input type="text" value="8/12/2015"/>
Number Of Activity Hours Completed (When Applicable):	<input type="text" value="60"/>
Location Of Activity:	<input type="text" value="University of Penn"/>
<b>Contact Hour Value</b>	
Contact Hour value should be entered as instructed in the <a href="#">Acceptable Education Activities section of the Recertification &amp; Exam Exemption Application Guide</a>	
Type Of Contact Hours:	<input type="text" value="MEDSURG"/>
Number Of Contact Hours:	<input type="text" value="10.00"/>
Is Verified? <input type="text" value="No"/>	

The Preceptor Form submitted to be con

**non-CNE Activity Type:** Choose type of activity

**Title/Description:** Title, or description of activity if not applicable.

**Date Completed:** If the activity was over a series of dates, enter last date.

**Number of Activity Hours Completed:** When applicable, enter hours, credits, number of posters, etc.

**Location of Activity:** Name of hospital, university, conference, journal, etc.

**Learning Objectives:** Describe CE activity/course content.

**Type of Contact Hours:** Determine whether the contact hours are [MEDSURG](#) [9] or [PROFDEV](#) [9].

Note: Activities may be recategorized upon verification.

**Number of Contact Hours:** Amount of contact hours awarded

[Learn more about non-CNE activities](#) [6].

## Using the Tracker to Apply for Recertification

You can apply for recertification right from your CMSRN Tracker.

### Application Deadline Notice

Allow up to 10 business days for self-reported contact hours (CHs) to be reviewed and verified. After all required CHs are verified, submit your application at least 30 days prior to your expiration date to avoid a late fee.

[Learn more](#) <sup>[10]</sup> about application deadlines, fees, and the online application using the Tracker.

### Medical-Surgical Nursing Certification Board (MSNCB)

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866-877-2676

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com.realmagnet.MagnetLeads.init('SGsEOIT1bk2UJmGK7u9og'); com.realmagnet.MagnetLeads.visitPage();

#### Affiliate Organizations

- [Academy of Medical-Surgical Nurses \(AMSN\)](#)
- [American Academy of Ambulatory Care Nursing \(AAACN\)](#)

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#### Links

[1] <https://msncb.org/medical-surgical/get-recertified/cmsrn-tracker-and-application>

[2] <https://msncb.org/msncbcredits>

[3] <https://msncb.org/care-coordination/get-recertified/planning-recertification>

[4] <https://msncb.org/about-msncb/contact-us>

[5] <https://msncb.org/medical-surgical/get-recertified/contact-hour-activities#cne>

[6] <https://msncb.org/medical-surgical/get-recertified/contact-hour-activities#noncne>

[7] [https://msncb.org/files/preceptor\\_verificationform.pdf](https://msncb.org/files/preceptor_verificationform.pdf)

[8] <https://msncb.org/medical-surgical/get-recertified/contact-hour-activities#contact>

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[10] <https://msncb.org/medical-surgical/get-recertified/apply-recertification>