

# simpler than you think!





AACN
CERTIFICATION
CORPORATION

Certification Organization for the American Association of Critical-Care Nurses

# **CERPs = Continuing Education Recognition Points**

**CERPs** consist of both **learning topics** and **activities.** 



You probably have more CERPs than you think.

Ask yourself these questions:

#### **Learning Topics**

- Have you attended in-services required by your hospital, such as infection control, injury prevention, patient safety or HIPAA?
- Have you attended a class, conference or seminar and received CEs or CMEs?
- Have you attended a class, conference or seminar on any topic that did not award credit?
- Have you taken an academic course for credit?

#### **Activities**

- Are you a member of a professional nursing association (e.g., AACN, ANA, etc.)?
- Do you participate on committees or advisory teams?
- Are you a member of a community or advisory team, or do you volunteer within your institution or community?
- Have you precepted and/or mentored?
- · Have you published?



There are a few basic requirements:



Learning topics and activities must be within the certification period.



Learning topics and activities must be related to nursing practice.



Have questions? Not sure if it counts? We're here to help. Contact AACN Customer Care: 800-899-2226

or

certcorp@aacn.org

### **CCRN or PCCN Renewal**

A total of 100 CERPs must be completed in the 3-year certification period.



Following are examples of how CERPs are categorized in the Renewal by Synergy CERPs program. These include, but are not limited to, the examples provided.

#### **Clinical Judgment and Clinical Inquiry**



60 CERPs C

80 CERPs

- Lab values
- BLS
- ACLS
- PALS
- NRP
- ECG
- IV therapy
- Heart failure

#### **Examples:**

- 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
- CCRN/CCRN-E/CCRN-K or PCCN/PCCN-K Self-Assessment Exams (SAEs)

## Advocacy & Moral Agency, Caring Practices, Response to Diversity, Facilitation of Learning



10 CERPs Minimum 30 CERPs Maximum

- Safety/restraints
- Legal or ethical issues
- Charting/documentation
- Reducing medication errors
- Preceptorship
- Public policy
- HIPAA

#### **Examples:**

- The 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

#### **Collaboration and Systems Thinking**



10 CERPs Minimum 30 CERPs Maximum

- Communication skills
- Teamwork
- Healthy work environments
- AACN Synergy Model for Patient Care
- Redesigning hospital care

#### **Examples:**

- Disaster/emergency planning
- Developing policies or procedures
- Community resources
- Committees

- Leadership
- Management
- · Risk management
- Case management
- AACN membership



LEADNING TODICS

## 60 CERPS Minimum

## 80 CERPS Maximum

#### **Clinical Judgment and Clinical Inquiry**

#### **Examples** • Lab values • Heart failure Clinical research Clinical aspects of bioterrorism • BLS Pharmacology • Evidence-based practice Exam review courses • ACLS Assessment • CCRN/CCRN-F/ Auditing • PALS Pathophysiology CCRN-K or PCCN/ Publishing • NRP Technical skills/ PCCN-K Selfnew equipment Practice protocols • ECG Assessment Exams · QI/QA Statistics • IV therapy (SAEs) **Learning Topics** All categories have both learning topics and activities that may be counted for CERPs. CERPs are grouped as they relate to the nurse characteristics of the AACN Synergy Model for Patient Care. & Activities Refer to www.aacn.org for more about the Synergy Model.

#### **Clinical Judgment**

Clinical reasoning, which includes clinical decision making, critical thinking and a global grasp of the situation, coupled with nursing skills acquired through a process of integrating education, experiential knowledge and evidence-based guidelines.

LEARNING TOPICS:	CERP	
Includes all CE, academic, e-learning or CME 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.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	

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ACTIVITIES:	CERP	<b>/</b>
CCRN/CCRN-E/CCRN-K Self-Assessment Exam (SAE)	5 CERPs once per renewal period with 70% passing score	
PCCN/PCCN-K Self-Assessment Exam (SAE)	5 CERPs once per renewal period with 70% passing score	
Participation on an AACN Certification Corporation committee or task force (Practice Analysis, Item Writer, Exam Development, SAE or Practice Exam Reviewer)	30 CERPs	
Appeals Panel	5 CERPs	



#### **Clinical Inquiry**

The ongoing process of questioning and evaluating practice and providing informed practice. Creating changes through evidence-based practice, research utilization and experiential knowledge.

LEARNING TOPICS:	CERP	<b>V</b>
Includes all CE, academic, e-learning or CME 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.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	
ACTIVITIES:	CERP	<b>~</b>
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 (min. 8 hours)	
Quality improvement activities	3 CERPs per year (min. 8 hours)	
Research activities	3 CERPs per year (min. 8 hours)	
Professional Publications:  Responsibility in the publication may be authorship, c be published may be a book, chapter in a book, paper Professionally authored multimedia aids are acceptable are determined by dividing the number of CERPs to be A maximum of 30 CERPs per renewal period is allow	r, article, abstract, book review, etc. le. Note: CERPs for joint authorships le awarded by the number of author red in this area.	i
ACTIVITIES:	CERP	<b>/</b>

ACTIVITIES:	CERP	<b>/</b>
Editorial in a journal	2 CERPs	
Write a column for a journal	5 CERPs	
Article in a local newsletter or AACN chapter newsletter	2 CERPs	
Original research article (peer reviewed)	15 CERPs	
Textbook or chapter author or editor	2 CERPs per 10 pages (max. 30)	
Professionally authored multimedia aids	15 CERPs	
Research abstract	5 CERPs	
Journal article (peer reviewed)	10 CERPs	
Journal reviewer (review of articles or book chapters)	5 CERPs	
Book review	2 CERPs	
Master's thesis or project	10 CERPs	
DNP capstone	20 CERPs	
Doctoral dissertation	30 CERPs	
Service on editorial boards	5 CERPs per board, per year	



### 10 CERPS Minimum

### 30 CERPS Maximum

## Advocacy & Moral Agency, Caring Practices, Response to Diversity, Facilitation of Learning

#### **Examples** Public policy Safety/restraints Diversity Geriatric care Legal or ethical Spiritual • HIPAA • Medical Spanish considerations issues The Joint • Therapeutic Addiction/recovery Charting/ Commission communication documentation Psychosocial Violence/abuse Patient support Reducing aspects of care groups • End-of-life care medication errors • Cultural aspects Mental illness Preceptorship **Learning Topics** All categories have both learning topics and activities that may be counted for CERPs. CERPs are grouped as they relate to the nurse characteristics of the AACN Synergy Model for Patient Care. & Activities Refer to www.aacn.org for more about the Synergy Model.

### Advocacy & Moral Agency

Working on another's behalf and representing the concerns of the patient/family and nursing staff; serving as a moral agent in identifying and helping to resolve ethical and clinical concerns within and outside the clinical setting.

LEARNING TOPICS:	CERP	<b>/</b>
Includes all CE, academic, e-learning or CME courses and/or in-services related to patient rights, value of certification, advance directives, informed consent, ethics, ethical issues, regulatory issues (HIPAA, The Joint Commission), insurance and reimbursement, legal aspects of nursing practice, public policy and sexual harassment training.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	
ACTIVITIES:	CERP	<b>/</b>

5 CERPs per year

#### **Caring Practices**

Nursing activities that create a compassionate, supportive and therapeutic environment for patients and staff, with the aim of promoting comfort and healing and preventing unnecessary suffering. These caring behaviors include, but are not limited to, vigilance, engagement and responsiveness of caregivers. Caregivers include family and healthcare personnel.

LEARNING TOPICS:	CERP	<b>/</b>
Includes all CE, academic, e-learning or CME 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, body mechanics), stress management and burnout, and pet therapy.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	

ACTIVITIES:	CERP	<b>/</b>
Facilitate a patient or family support group (e.g., Mended Hearts, bariatric or transplant support groups)	6 CERPs per year (min. 6 hours)	
Participation in pet visitation program for hospital or nursing home	5 CERPs per year (min. 5 hours)	
Facilitate a critical incident debriefing with staff involved	5 CERPs per year (min. 5 hours spent on incident)	



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Participation on an ethics committee

#### Response to Diversity

The sensitivity to recognize, appreciate and incorporate differences into the provision of care. Differences may include, but are not limited to, individual, cultural, spiritual, gender, race, ethnicity, lifestyle, socioeconomic, age and values.

LEARNING TOPICS:	CERP	<b>/</b>
Includes all CE, academic, e-learning or CME 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.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	
ACTIVITIES:	CERP	<b>/</b>
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 patient 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 (max. 8 CERPs per renewal period)	

#### **Facilitation** of Learning

#### (or Patient/Family Educator)

The ability to facilitate learning for patients/ families, nursing staff, other members of the healthcare team and the community. Includes both formal and informal facilitation of learning.

LEARNING TOPICS:	CERP	<b>/</b>
Includes all CE, academic, e-learning or CME courses and/or in-services related to learning theory, mentoring, precepting, assessing learning needs and health literacy projects.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	
ACTIVITIES:	CERP	<b>/</b>
Preceptorship/mentorship (includes checking skills for staff competency). A minimum of 80 hours per year of preceptorship is required.	6 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)	
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.	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 2 times within a renewal period.	
A presentation includes a seminar, in-service, clinical conference, patient/family education program, consumer education program, Basic Cardiac Life Support, Advanced Cardiac Life Support, AACN chapter educational activities and/or presenting an original paper or poster. The participant may be a primary instructor, member of a team, guest lecturer or member of a panel. Check-in stations during a skills lab also count in this category.	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 10 CERPs per year will be granted for professional presentations.	



### 10 CERPS Minimum

### 30 CERPS Maximum

#### **Collaboration and Systems Thinking**

#### **Examples** • Communication skills • Community resources • Teamwork Committees • Healthy work environments Leadership • AACN Synergy Model for Patient Care Management • Redesigning hospital care · Risk management Disaster/emergency planning · Case management • Developing policies or procedures AACN membership **Learning Topics** All categories have both learning topics and activities that may be counted for CERPs. CERPs are grouped as they relate to the nurse characteristics of the AACN Synergy Model for Patient Care. & Activities Refer to www.aacn.org for more about the Synergy Model.

#### Collaboration

Working with others (e.g., patients, families, healthcare providers) in a way that promotes/ encourages each person's contributions toward achieving optimal/realistic patient/family goals.
Collaboration involves intra- and interdisciplinary work with colleagues and the community.

LEARNING TOPICS:	CERP	<b>/</b>
Includes all CE, academic, e-learning or CME 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.	Calculate CERPs 1 hour of education = 1 CERP 1 academic credit = 15 CERPs	

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ACTIVITIES.	CERP	
Current membership in a professional nursing 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 or	ganizations:	
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 (e.g., 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 a 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)	



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ACTIVITIES.

#### **Systems Thinking LEARNING TOPICS: CERP** The body of knowledge Includes all CE, academic, e-learning or CME Calculate CERPs and tools that allow the courses and/or in-services related to care across 1 hour of education = 1 CERP nurse to manage whatever many departments, settings, facilities, participants, 1 academic credit = 15 CERPs environmental and system regions; discharge planning; standards of resources that exist for excellence; management and leadership skills; the patient/family and healthy work environments; AACN Synergy Model staff within or across for Patient Care; risk management; natural disaster/ healthcare systems and emergency planning and coordination; exploring non-healthcare systems. community resources, etc. ACTIVITIES: CFDD 1

ACTIVITIES:	CERP	
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)	5 CERPs per activity per year	
Participation in leadership responsibilities or committee involvement at a chapter/regional level	8 CERPs per committee per year	
Leadership responsibilities or committee involvement in professional or health-related organizations	8 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	

### **CCRN or PCCN Renewal**



### **Certification Period**

A total of **100 CERPs must be completed in the 3-year certification period**, with at least 60 CERPs in Category A and 10 CERPs each in Categories B and C - plus 20 CERPs in the category of your choice.



#### **Key Parts of Documenting**

- ✓ Your name
- Dates completed (within 3-year renewal period)
- Course title or topic
- Name of the organization, institution or hospital where the learning topic or activity took place
- Hours of CE or in-service
- Signature of educator, course director or supervisor



#### **How to Calculate CERPs**

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 completion of certification exams.

For academic credit courses, **1 credit is worth 15 CERPs**. For example, a 3-credit course would be worth 45 CERPs.



### **Certification Renewal Eligibility**

- **Current, unencumbered licensure** as an RN or APRN in the U.S.
- **Completion of 432 hours** of direct care within the 3-year certification period, with 144 of those hours accrued in the year preceding the scheduled renewal date.
- **Eligible practice hours** are those focused on the patient population in alignment with the certification held.
- Complete the Renewal by Synergy CERPs program, or take and pass the exam.

For complete eligibility requirements, refer to the renewal handbook for your certification, available at www.aacn.org/certification.



#### **Synergy CERPs Log**

Logs are available in the renewal handbook and online. Certificants who successfully complete CCRN or PCCN renewal should continue to keep personal records of CERP activities for at least 3 years from their scheduled renewal date to submit if selected for audit.



To support you in the renewal process, AACN offers **unlimited free CEs** to AACN members. Explore Continuing Education Activities at **www.aacn.org/ce**, where you can search by CERP type or topic. Track your CE hours and maintain your transcript through your AACN dashboard.

### **Examples of How to Document CERPs**

If the content of a program falls into more than one category, the content that makes up the majority of the program should be used to determine the category for awarding CERPs. If the content is equally divided between 2 categories, you may select the category in which to award CERPs.

#### **Learning Topics:**

- CE/CME Copy of certificate that has your name, date(s) of attendance, title of course and contact hours.
- In-service/program not providing CEs 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 or course director.
- ACLS, BLS, PALS, NRP Provide documentation of hours, with course date(s) and title, your name and signature of an educator, course director or supervisor, so the total number of CERPs may be calculated. Copies of cards are not sufficient for audit, as they do not include actual class time, which varies.
- Academic course Copy or online printout of formal transcript or grade report. If course title or subject is not identifiable as relating to assigned CERP category, include course description or brief profile of content. Must include time or CEs awarded.

#### **Activities:**

- Membership in professional organization Copy of membership card.
- Project/Activity/Committee Written verification of project, activity or committee/board involvement, including date(s); (e.g., precepting). Include name of team, years on team and topics discussed.
- Leadership activities Written verification from organization on initiative or leadership role on team to solve patient care problem.
- Publication Copy of title page and table of contents. Publisher's notice of acceptance for publication should be submitted if CERPs are to be granted before printing.
- SAE Copy of SAE score report showing passing score of at least 70%.

- Professional presentation Evidence of participation in presentation (e.g., brochure, announcement or written statement) and contact hours.
- Facilitation of group Written verification by manager of facilitation of critical incident debriefing or support group with date(s) and number of staff/patient/family involved.
- Volunteer participation with national organization Written verification from organization; should include date(s) of participation.
- **Volunteer activities** Written documentation or brochure of volunteer organization's values and mission statement.



The list of examples is not all-inclusive; other learning topics and activities that are similar and fall within the category descriptions will also qualify for CERPs.

