

**Academic Nurse Educator Certification Program
Certified Nurse Educator^{CM} (CNE) Certification Renewal**

Certification Renewal Overview

The purpose of requiring certification renewal is to ensure that you have continued to expand your knowledge relevant to the role of an academic nurse educator. CNE certification status is granted for a period of five years. A certification period begins on the day you received your official test score and ends on the last day of the quarter in which you tested. Your current use of the CNE credential is valid until the date indicated on your CNE certificate. Please refer to the following table for examples of CNE expiration dates:

CNE obtained	CNE expires	CNE renewal documents and fees due by:
September 28, 2005 (pilot exam)	December 31, 2010	December 31, 2010
January 1 – March 31, 2006	March 31, 2011	March 31, 2011
April 1 – June 30, 2006	June 30, 2011	June 30, 2011
July 1 – September 30, 2006	September 30, 2011	September 30, 2011
October 1 – December 31, 2006	December 31, 2011	December 31, 2011
January 1 – March 31, 2007	March 31, 2012	March 31, 2012

A Certified Nurse Educator may seek certification renewal in two ways:

Option #1

Meet the eligibility requirements for CNE certification renewal, perform a professional self-assessment, and document participation in continuous quality improvement activities relevant to the academic nurse educator role.

Option #2

Meet the eligibility requirements for CNE certification renewal and successfully complete the CNE examination before the certification expiration date.

Certification Renewal Eligibility Requirements:

1. **Licensure:** An active registered nurse license in the United States or its territories.
2. **Current Practice:** The equivalent of two or more years of employment within the past five years, functioning in the full scope of the academic faculty role.*

*Functioning in the full scope of the academic faculty role means that as a condition of one's employment, the individual is required to engage in each and every one of the following competencies: facilitate learning; facilitate learner development and socialization; use assessment and evaluation strategies; participate in curriculum design and evaluation of program outcomes; pursue continuous quality improvement in the academic nurse educator role; function as a change agent and leader; engage in scholarship of teaching; and function effectively within the institutional environment and the academic community.

Certification Renewal by Demonstration of Continuous Quality Improvement in the Academic Nurse Educator Role

Within the five year period of certification, each CNE is expected to continually improve through the conduct of activities requiring:

- acquisition of nursing education knowledge that is specifically relevant to the academic nurse educator role
- dissemination of findings, techniques, and insights related to the academic nurse educator role
- service to the academic education community and
- development of innovative approaches to facilitate learning.

During the five year period of certification, at least 50 activities should be completed and documented. In order to demonstrate continuous development in the nurse educator role, it is expected that these 50 activities will be spread across the 5 year period. These activities are to be aligned with the Core Competencies of Nurse Educators© (available at <http://www.nln.org/profdev/corecompetencies.pdf>) as adapted for the Certified Nurse Educator (CNE) Examination Detailed Test Blueprint (available at <http://www.nln.org/facultycertification/Information/detailedblueprint.pdf>). Each activity is unique, regardless of its length or effort. However, we recognize that some activities require more extensive time and effort to complete. Therefore, time intensive projects and events may be segmented into two or more activities. Here are some examples:

- If you attend a 3 day conference on leadership, you might use one set of conference presentations and objectives to make changes to a leadership course that you are teaching to undergraduates, and a second set of presentations/objectives to assist with the development of your leadership skills.
- If you attend a 2 day conference on technology, you might use one set of conference objectives to add technology to a course you are teaching, (e.g., the use of PDAs in the clinical setting), another set of objectives to indicate how you assisted with the integration of technology into the curriculum, and a third set of objectives indicating how you promoted the innovative use of technology within the academic institution.
- If you are writing a grant or a manuscript, the search of the literature on your topic could be one activity if you apply what you learned to an outcome that is not necessarily related to the grant, such as modifying learning strategies for a course that you teach. The development of the grant's project plan, or the content area of the manuscript might have different outcomes that would be listed as a separate activity.

Additional examples are provided in *Certified Nurse Educator^{CM} (CNE) Renewal Sample Documentation Form*. Please note that this is a sample document intended to provide a variety of examples, however, it is not intended to serve as a comprehensive or all-inclusive list of activities. **This sample document does *not* represent a completed certification renewal application.**

Online Renewal

Certification renewal must be completed online. To apply for certification renewal, the certificant must submit the renewal fee, online renewal application, and the *Certified Nurse Educator^{CM} (CNE) Renewal Documentation Form*. Certificates, brochures, and other supporting documentation are *not* to be submitted with the renewal application. A percentage of renewals will be audited annually and will require submission of supporting documentation.

Audits of CNE renewal applications

To ensure the integrity of the CNE certification renewal process, randomly selected renewal applications will be audited each year. Certificants who will be selected for audit will be notified *after* their successful renewal and will be required to provide supporting documentation. Therefore it is advisable to keep documentation of certification renewal activities following renewal in the event that you are selected for audit. CNEs that are audited and are not able to provide the necessary supporting documentation will have their CNE credential revoked.

Certification Renewal by Re-examination

CNEs may choose to renew their certification by taking the CNE examination. Those wishing to renew by exam must review the information in the *Certified Nurse Educator^{CM} Examination Candidate Handbook* available at <http://www.nln.org/facultycertification/handbook/cne.pdf>.



It is essential that you keep track of your certification dates and stay current regarding certification renewal requirements. It is also important that you keep your member profile current. Member profiles may be updated by visiting www.nln.org > member login. You may contact the Academic Nurse Educator Certification Program via email certification@nln.org or by calling 1-800-669-1656 ext. 458.

Appendix A

Please note that these are only examples and are not intended to serve as a comprehensive or all-inclusive list of activities.

Selected Activity Descriptions, Relevant Competencies, and Acceptable Proof for Audit

Acquisition of knowledge that is specifically relevant to the academic nurse educator role

Continuing Education: Participation in a continuing education activity related to nursing education or higher education provided by organizations outside one's employing institution. The continuing education activity must be approved by an accreditation body and grant continuing education (CE) contact hours. Such programs must be relevant to the academic nurse educator role or the maintenance of competence related to one's area(s) of teaching responsibility. Programs that are focused on acquiring new knowledge in clinical practice are excluded.

Examples of continuing education activities include but are not limited to:

- Seminars
- Workshops
- Presentations (live, online, teleconference)

Relevant Competencies: 1, 2, 3, 4, 6A, 6B, 6C

Acceptable proof for audit: Photocopy of a certificate which must contain your name, date(s) of attendance, title of course.



Faculty Development: Participation in activities that help faculty function effectively within the institutional environment and academic community. It is not required that these programs provide contact hours, however, the content must be relevant to the academic nurse educator role or the maintenance of competence related to one's area(s) of teaching responsibility, excluding programs on clinical topics.

Examples of faculty development activities include but are not limited to:

- Attending a faculty development program offered by an academic institution
- Reading journal articles, books, monographs, dissertations, or other publications on nursing education or higher education
- Completing the CNE Self-Assessment Examination (SAE) during the certification renewal period

Relevant Competencies: 1, 2, 3, 4, 6A, 6B, 6C

Acceptable proof for audit: Documentation indicating title of publication and author; name of professional development activity; title of presentation, presenter name, date, and location.

Academic Credit: Completion of graduate-level courses offered by an accredited college or university that are related to education and facilitate one's development in the academic nurse educator role. Course credit must be earned during the certification renewal period and before the certification expiration date. Audited courses, degree "core" courses (including pathophysiology, pharmacology, statistics,), or general education credits may not be used.

Examples of acceptable academic graduate-level education courses include:

- Curriculum Development and Evaluation
- Instructional Design
- Principles of Adult Learning
- Assessment/Measurement & Evaluation
- Principles of Teaching and Learning
- Instructional Technology
- Philosophy of Higher Education

Relevant Competencies: 1, 2, 3, 4, 6A

Acceptable proof for audit: Photocopy of formal transcript or grade report.



Dissemination of findings, techniques and insights related to the academic nurse educator role

Professional Presentations: Presentations through which one shares her/his expertise as an academic nurse educator. Courses taught to students as part of one's teaching workload are excluded.

Examples of professional presentation activities include but are not limited to:

- Presenting a paper, workshop, poster, seminar, or other activity to nurse educators and/or academic colleagues at a local, regional, national or international forum

Relevant Competencies: 1, 2, 3, 4, 6A, 6B, 6C

Acceptable proof for audit: Brochure, announcement or written statement indicating role as presenter or letter of thanks.



Publications: Publications related to nursing education or the academic nurse educator role that appear in textbooks, journals, grant proposals, multi-media programs, or other sources. All work must have been published or accepted for publication during the five-year certification renewal period.

Examples of professional publication activities include but are not limited to:

- Submitting a manuscript on an education topic for publication
- Publishing an article, book chapter, book, or book review on a nursing education topic

Relevant Competencies: 1, 2, 3, 4, 6A, 6B, 6C

Acceptable proof for audit: Photocopy of the title page, table of contents, or publisher's notice of acceptance.



Service to the academic education community

Professional Service Activities: Those activities that demonstrate the candidate's contributions to the advancement of nursing education on a broad scope.

Examples of professional service activities include but are not limited to:

- Serving as an item writer for a certification, achievement, or licensure exam
- Membership or leadership on a departmental, program, institutional committee or professional organization committee or board pertaining to nursing education or higher education
- Appointment to a special panel or think tank on an education issue
- Preparing or speaking about a position statement on nursing education
- Representing nursing education on a multidisciplinary work group
- Hosting a chat, providing a guest lecture, or writing a letter to the editor on a nursing education topic
- Representing the nurse educator perspective in a nursing professional association or State Board of Nursing
- Serving as an accreditation program evaluator or consultant to a nursing education program
- Reviewing journal articles, book chapters, abstracts, grant applications, or manuscripts related to nursing education or higher education
- Submitting a grant related to nursing education or higher education
- Providing testimony or supporting documentation for nursing education policy issues
- Appointment as visiting professor
- Consulting related to nursing education
- Legislative endeavors relating to nursing education or higher education

Relevant Competencies: 6A, 6B, 6C

Acceptable proof for audit: Written verification of project, activity, or committee involvement, including date(s).

Development of innovative approaches to facilitate learning

Innovative Teaching/Learning Activities: Development of educational courses, programs, materials, or products using innovative teaching-learning and evaluative strategies and the scholarly investigation of teaching learning processes.

Examples of innovative teaching/learning activities include but are not limited to:

- Creating innovative learning activities
- Producing a new nursing education product
- Designing and developing a new nursing course
- Designing and developing a new nursing curriculum or program
- Designing and developing service learning projects
- Conducting nursing education research
- Collaborative ventures with community partners
- Engaging in multi-site collaboration to develop innovations in nursing education

Relevant Competencies: 1, 2, 3, 4, 6A, 6B

Acceptable proof for audit: Written verification of activity or project including date(s).

Please note that these are only examples and are not intended to serve as a comprehensive or all-inclusive list of activities.