NCC Core Maintenance Program
Education Plan Examples

Sample plans for each core certification can be found within this guide

The Education Plan is BINDING and must be followed to maintain your NCC certification.
Breakdown of the CCA results

The Specialty Index Report contains the ratings for each core competency area within a specialty. Each core content area relates to a code for required CE.

The specialty index report is not based upon a grading system but uses mathematical calculations to provide a scaled 1-10 conversion based upon the type and amount of content within each core specialty’s competency content area.

Core competency areas with ratings of less than 7.5 (shown on the report in red type) indicate the need for continuing education in those competency categories to meet your maintenance needs. A specialty index rating of 7.5 or better achieved in any core competency area will satisfy the maintenance needs for the specific specialty area during that maintenance cycle.

The Education Plan will identify those specialty competency areas upon which continuing education should focus.

Core competency areas with ratings of less than 7.5 (shown on the report in red type) will generate a CE amount for that specific competency area (Code). Each certified nurse will need to earn CE to meet those specific content hours for the specified code in the education plan.

Core competency areas rating of 7.5 or higher have been determined to “meet the standard” and no continuing education needs to be earned for those particular specialty competency categories.

In many cases, the Education Plan will have a baseline requirement for CE in any topics within the specialty. This baseline reflects weighting that adjusts based on the individual’s specialty index ratings within the content categories of their certification specialty. Baseline requirement for CE can be in any code that meets that specialties core competency. See the detailed Continuing Competency Initiative brochure for complete details.

The 5 hours of CE awarded by NCC for completion of the assessment tool is deducted from the CE hour total. You can count that 5 hours awarded by NCC toward any Education Plan CE need.

Missed Keywords are generated for core competency areas with ratings of 7.5 or less. They are intended to show what specific topics had a knowledge gap on the assessment tool.

Missed Keywords are an excellent way to provide some guidance for continuing education topics. They are broad in scope and you are not required to cover all keywords or topics for your NCC certification maintenance.

The Education Plan also provides links to NCC CE modules that meet the Education Plan’s requirements. There is no requirement to use NCC CE modules, the links are provided as a convenience.
### INP Core Competency Area

#### Fetal Assessment (Code 1)
- **10 hours**
  - Antepartum assessment
  - Electronic fetal monitoring
  - Non-electronic fetal monitoring
  - Acid-base assessment

#### Labor and Delivery (Code 2)
- **15 hours**
  - Physiology of labor
  - Labor management
  - Obstetrical procedures
  - Pain management

#### Pregnancy and Obstetric Complications (Code 3)
- **10 hours**
  - Maternal Factors Affecting the Newborn
    - Disease processes
    - Pregnancy risks

#### Obstetric Complications
- Labor and placental disorders
- Multiple gestation
- Preterm Labor
- Prolonged pregnancy

#### Postpartum (Code 4)
- **5 hours**
  - Physiology of the postpartum woman
  - Family adaptation
  - Lactation
  - Complications of the postpartum period

#### Newborn (Code 5)
- **5 hours**
  - Adaptation to extrauterine life
  - Physical assessment
  - Complications (initial assessment/nursing interventions)
  - Infant nutrition
  - Resuscitation and Stabilization

#### Professional Practice (Code 6)
- **5 hours**
  - Ethical Issues
  - Legal Issues
  - Patient Safety
  - Research

### Specialty Index: Inpatient Obstetric Nursing Competency Assessment

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fetal Assessment (Code 1)</td>
<td>7.62</td>
<td>Standard met</td>
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<tr>
<td>Labor and Delivery (Code 2)</td>
<td>7.83</td>
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<tr>
<td>Pregnancy and Obstetric Complications (Code 3)</td>
<td>6.84</td>
<td>10 hours</td>
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<tr>
<td>Postpartum (Code 4)</td>
<td>7.27</td>
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<tr>
<td>Newborn (Code 5)</td>
<td>2.86</td>
<td>5 hours</td>
</tr>
<tr>
<td>Professional Practice (Code 6)</td>
<td>5</td>
<td>5 hours</td>
</tr>
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</table>

#### Missed keywords:
- Pregnancy and Obstetric Complications (Code 3)
  - Disease processes affecting mother/fetus/newborn, Labor/Placental Disorders, Multiple gestation, Pregnancy Risks, Preterm labor, Prolonged pregnancy
  - Pregnancy and Obstetric Complications (Code 3) Self Assessment modules »

- Postpartum (Code 4)
  - Anatomy and physiology of lactation, Postpartum complications, Postpartum physiology, Postpartum Psychosocial Adaptation
  - Postpartum (Code 4) Self Assessment modules »

- Newborn (Code 5)
  - Adaptation to Extrauterine Life, Infant Nutrition, Newborn Complications, Newborn Resuscitation
  - Newborn (Code 5) Self Assessment modules »

- Professional Practice (Code 6)
  - Ethical Principles and Theories, Patient Safety
  - Professional Practice (Code 6) Self Assessment modules »

**15 Baseline CE hours in any of your content specific specialty areas**

**Credit for taking this assessment -5 hours**

(may be applied to any Plan CE need)

**Total hours required**

- 35 hours

*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.*
**LRN Core Competency Area**

**Mother/Fetus (Code 1)**
*5 hours*
- Assessment and Evaluation of Intrauterine Environment
- Maternal Factors and Complications Affecting the Fetus and Newborn

**Physical Assessment, Thermoregulation and Normal Management (Code 2)**
*15 hours*
- General Physiologic Assessment
- Gestational Age Assessment
- Clinical Laboratory and Diagnostic Data
- Thermoregulation
- Behavioral/Developmental Care

**General Management**
- Resuscitation and Stabilization
- Neonatal Nutrition and Feeding
- Fluid and Electrolyte
- Oxygenation and Acid-base Balance

**Family Integration**
- Role Adaptation/Grieving Process
- Discharge Planning and Home Care

**Neonatal Complications (Code 3)**
*20 hours*

**Physical Assessment and Management of Complications**
- Cardiac
- Respiratory
- Gastrointestinal
- Integumentary
- Genitourinary
- Hematopoietic
- Neurological
- Immune System
- Endocrine/Metabolic
- Musculoskeletal
- Genetic Disorders
- Head, Ears, Eyes, Nose and Throat
- Hyperbilirubinemia
- Perinatal Substance Abuse

**Core Competency Index: Low Risk Neonatal Nursing Competency Assessment**

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
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<tbody>
<tr>
<td>Mother/Fetus (Code 1)</td>
<td>7.89</td>
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<tr>
<td>Physical Assessment, Thermoregulation and Normal Management (Code 2)</td>
<td>6.77</td>
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<td>Neonatal Complications (Code 3)</td>
<td>8.23</td>
<td>Standard met</td>
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<td>Pharmacology (Code 4)</td>
<td>6</td>
<td>5 hours</td>
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<tr>
<td>Professional Practice (Code 5)</td>
<td>6.67</td>
<td>5 hours</td>
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**Your education plan**

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<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>CE HOURS</th>
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<tbody>
<tr>
<td>Physical Assessment, Thermoregulation and Normal Management (Code 2)</td>
<td>15 hours</td>
</tr>
<tr>
<td>Pharmacology (Code 4)</td>
<td>5 hours</td>
</tr>
<tr>
<td>Professional Practice (Code 5)</td>
<td>5 hours</td>
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</table>

**Missed keywords:** Behavioral assessment, Breastfeeding, Gestational age assessment, Laboratory test evaluation, Neonatal nutrition, Thermoregulation

**Physical Assessment, Thermoregulation and Normal Management (Code 2) Self Assessment modules »**

**Pharmacology (Code 4) Self Assessment modules »**

**Professional Practice (Code 5) Self Assessment modules »**

15 Continuing Education hours in any of your content specific specialty areas
Credit for taking this assessment
(may be applied to your total required hours)
Total hours required

35 hours

*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.*
Specialty Index: Maternal Newborn Nursing Competency Assessment

**MNN Core Competency Area**

**Maternal/Neonatal Factors Affecting Outcomes (Code 1)**
- *5 hours*
  - Antenatal Factors
  - Intrapartal Factors

**Postpartum Assessment and Management (Code 2)**
- *20 hours*
  - Physiological Changes and Physical Assessment (including lab values)
  - Nursing Care and Education
  - Lactation and Newborn Feeding
  - Family Dynamics after Childbirth
  - Postpartum Complications

**Newborn Assessment and Management (Code 3)**
- *20 hours*
  - Transition to Extrauterine Life
  - Physiologic Changes and Physical Assessment (including lab values)
  - Nursing Care and Family Education
  - Newborn Complications

**Professional Practice (Code 4)**
- *5 hours*
  - Ethical Issues
  - Legal Issues
  - Patient Safety
  - Research

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
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</thead>
<tbody>
<tr>
<td>Maternal/Neonatal Factors Affecting Outcomes (Code 1)</td>
<td>5.71</td>
<td>5 hours</td>
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<tr>
<td>Postpartum Assessment and Management (Code 2)</td>
<td>7.66</td>
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<td>Newborn Assessment and Management (Code 3)</td>
<td>6.73</td>
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**Your education plan**

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<tr>
<th>CORE COMPETENCY AREA</th>
<th>CE HOURS</th>
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<td>Maternal/Neonatal Factors Affecting Outcomes (Code 1)</td>
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<td>Missed keywords: Antepartal Factors, Intrapartal Factors</td>
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<td>Maternal/Neonatal Factors Affecting Outcomes (Code 1) Self Assessment modules »</td>
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<tr>
<td>Newborn Assessment and Management (Code 3)</td>
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<tr>
<td>Missed keywords: Newborn Complications, Newborn Management and Family Education, Transition to Extrauterine Life</td>
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<tr>
<td>Newborn Assessment and Management (Code 3) Self Assessment modules »</td>
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<tr>
<td>15 Continuing Education hours in any of your content specific specialty areas</td>
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<td>Credit for taking this assessment (may be applied to your total required hours)</td>
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<td>Total hours required</td>
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*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.
**Specialty Index:**
Neontal Intensive Care Nursing Competency Assessment

**NIC Core Competency Area**

**General Assessment (Code 1)**
*15 hours*

**General Assessment and Management**
- Maternal History and Risk Factors
- Gestational Age
- Physical Assessment
- Resuscitation and Stabilization
- Fluids and Electrolytes
- Nutrition and Feeding
- Oxygenation and Acid Base Homeostasis
- Thermoregulation
- Developmental Care

**Physiology and Pathophysiology (Code 2)**
*20 hours*

**Assess and Manage Pathophysiologic States**
- Cardiac
- Respiratory
- Gastrointestinal
- Genitourinary
- Hematopoietic
- Neurologic/Neuromuscular
- Infectious Diseases
- Metabolic/Endocrine
- Genetic Disorders
- Head, Ears, Eyes, Nose and Throat

**Assess and Manage Psychosocial Behavioral States**
- Discharge Planning and Follow up
- Grieving Process
- Family Integration

**Pharmacology (Code 3)**
*10 hours*
- Drug Therapies
- Pharmacokinetic Principles

**Professional Practice (Code 4)**
*5 hours*
- Ethical Issues
- Legal Issues
- Patient Safety
- Research

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<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
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<td>Professional Practice (Code 4)</td>
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**Your education plan**

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<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>CE HOURS</th>
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<tr>
<td>General Assessment (Code 1)</td>
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<td><strong>Missed keywords:</strong> Developmental care, Fluid and electrolyte management, Gestational age assessment, Nutrition, Oxygenation and Homeostasis, Physical Examination, Resuscitation, Risk Assessment, Thermoregulation</td>
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<tr>
<td>General Assessment (Code 1) Self Assessment modules »</td>
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<tr>
<td>Pharmacology (Code 3)</td>
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<td><strong>Missed keywords:</strong> Drug Therapies, Pharmacologic Principles</td>
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<tr>
<td>Pharmacology (Code 3) Self Assessment modules »</td>
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<tr>
<td>15 Continuing Education hours in any of your content specific specialty areas</td>
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<td>Credit for taking this assessment (may be applied to your total required hours)</td>
<td>-5 hours</td>
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<tr>
<td>Total hours required</td>
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</table>

*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.*
Specialty Index: Neontal Nurse Practitioner Competency Assessment

NNP Core Competency Area

Physical Assessment (Code 1)
*5 hours
- Maternal Factors Affecting the Newborn (Antepartum/Intrapartum)
- Physical Examination & Gestational Age/Behavioral Assessment
- Clinical Laboratory Tests
- Diagnostic Procedures, Techniques and Equipment

Physiology and Pathophysiology (Code 2)
*20 hours

The Disease Process
- Cardiac
- Respiratory
- Gastrointestinal
- Renal/Genitourinary
- Metabolic/Endocrine
- Hematopoietic
- Infectious Diseases
- Musculoskeletal
- Integumentary
- Genetics
- Neurological
- Ears, Eyes, Nose and Throat
- Intrauterine Drug Exposure

General Management (Code 3)
*10 hours

General Assessment
- Family Integration (Communication and Grieving)
- Discharge Planning and Follow Up

General Management
- Thermoregulation
- Resuscitation and Stabilization
- Nutrition
- Fluid and Electrolytes

Pharmacology (Code 4)
*10 hours
- Drug Therapies
- Pharmacokinetic Principles

Professional Practice (Code 5)
*5 hours
- Ethical Issues
- Legal Issues
- Patient Safety
- Research

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
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<tr>
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</table>

*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.
**Specialty Index:**
Women’s Health Nurse Practitioner Continuing Competency Assessment

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### WHC Core Competency Area

**Normal Physiology and Management (Code 1)** *10 hours*
- Health Promotion and Patient Counseling
- Gynecologic - Normal
- Fertility Control
- Physiology of Pregnancy
- Prenatal Care
- Assessment of Fetal Well Being
- Postpartum

**Pathophysiology (Code 2)** *20 hours*
*Feedback in the specific pathophysiologic areas of gynecology, obstetrics and primary care will be provided in your Education Plan.*

**Primary Care**
- Recognition, Basic Management and/or Referral of Common Health Problems

**Gynecology**
- Gynecologic – Deviations
- Male Issues Affecting Women's Health

**Obstetrics**
- Complications of Pregnancy

**Physical Assessment & Diagnostic Tools (Code 3)** *5 hours*
- Health History and Physical Exam
- Diagnostic Studies/Laboratory Tests

**Pharmacology (Code 4)** *10 hours*
- Pharmacokinetics/dynamics
- Indications, Side Effect, Drug Interactions and Contraindications and Patient Education

**Professional Practice (Code 5)** *5 hours*
- Ethical Issues
- Legal Issues
- Patient Safety
- Research

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### CORE COMPETENCY AREA

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>YOUR SPECIALTY INDEX</th>
<th>CE HOURS REQUIRED</th>
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<tbody>
<tr>
<td>Normal Physiology and Management (Code 1)</td>
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<td>Pathophysiology (Code 2)</td>
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<td>Physical Assessment &amp; Diagnostic Tools (Code 3)</td>
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<td>Pharmacology (Code 4)</td>
<td>6.15</td>
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**Your education plan**

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<tr>
<th>CORE COMPETENCY AREA</th>
<th>CE HOURS</th>
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<tr>
<td>Normal Physiology and Management (Code 1)</td>
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<tr>
<td><strong>Missed keywords:</strong> Fertility control, Gynecology, Health Promotion, Obstetrics, Postpartum, Prenatal Care</td>
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<td>Normal Physiology and Management (Code 1) Self Assessment modules »</td>
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<tr>
<td>Pharmacology (Code 4)</td>
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<tr>
<td><strong>Missed keywords:</strong> Drug Therapy, Pharmacokinetics</td>
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<tr>
<td>Pharmacology (Code 4) Self Assessment modules »</td>
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</tbody>
</table>

15 Baseline CE hours in any of your content specific specialty areas
Credit for taking this assessment (may be applied to any Plan CE need)
Total hours required

**Total hours required:** 35 hours

*Number of CE hours required if you do not achieve a specialty index of 7.5 or more in the content area.*
NCC Maintenance Application

How do I complete it?

- All certification maintenance applications must be filed online.
- Your education plan is recapped in your online maintenance application.
- You may access your online maintenance application any time after you take your assessment and keep track of your earned CE credits by saving them to the application.
- As you add CE in the required certification core competency areas, the plan, within the maintenance application, will be populated with the entered hours (e.g. if you take a course in Continuing Competency for 2 hours, when you enter that activity, the 0 hours in Professional Practice will be updated to 2 hours.)
- You may use your maintenance application to see the required CE in your education plan and the CE entered either by taking a NCC module or putting in CE earned from other sources. The maintenance application can be found under the “Maintenance” tab when you click on “Add, track or submit your CE”. You can enter your maintenance application any time during your maintenance cycle.
- The 5 CE hours earned for completing the CCA is automatically entered into the application once all except the last 5 hours of required CE is earned.
- Completed NCC continuing education modules will be coded and entered into the application automatically.
- Once your Education Plan is completely populated within your maintenance application, you will see a note at the bottom of the CE page to continue to the payment section.

PLEASE NOTE: For those who maintain their maintenance early, the CCA is available three months prior to the start of your cycle. So if you are planning to take education and in the first weeks of your cycle, you can take the assessment “early” to determine if any the planned education is applicable.

REMEMBER: CE can only be earned during your current cycle, so even if take the assessment early – CE can only be earned once your new cycle starts.
### Maintenance application

**Your education plan**

<table>
<thead>
<tr>
<th>Core Competency Area</th>
<th>Hours required</th>
<th>Hours entered</th>
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<tbody>
<tr>
<td>Fetal Assessment (Code 1)</td>
<td>10 hours</td>
<td>0 hours</td>
</tr>
<tr>
<td>Labor and Delivery (Code 2)</td>
<td>15 hours</td>
<td>10 hours</td>
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<tr>
<td>Pregnancy and Obstetric Complications (Code 3)</td>
<td>10 hours</td>
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<td>Postpartum (Code 4)</td>
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<td>Newborn (Code 5)</td>
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<td>Professional Practice (Code 6)</td>
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<td>Credit for taking this assessment</td>
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<td>(may be applied to your total required hours)</td>
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<tr>
<td><strong>Total hours</strong></td>
<td><strong>45 hours</strong></td>
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### CE hours

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<tr>
<th>Date</th>
<th>Activity</th>
<th>Core Competency Area</th>
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</thead>
<tbody>
<tr>
<td>1/15/2011</td>
<td>Labor Support and The Family in Childbirth</td>
<td>Labor and Delivery (Code 2)</td>
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<td>4/3/2011</td>
<td>PP1101 The Late Preterm Infant</td>
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<td>Accreditor: University of Chicago</td>
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<td>10/22/2011</td>
<td>WB1320 Continuing Competency Initiative (CCI)</td>
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<td></td>
<td>2 hour(s)</td>
<td>Accreditor: NCC</td>
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**Total hours: 21**

### Additional activity

**Program/Activity name (please be specific)**

**Date you received your CE hours (mm/dd/yyyy)**

**Number of hours awarded**

**Sponsor or accrediting agency/organization**

### Additional Options

- Fetal Assessment (Code 1) more info
- Labor and Delivery (Code 2) more info
- Pregnancy & Obstetric Complications (Code 3) more info
- Postpartum (Code 4) more info
- Newborn (Code 5) more info
- Professional Practice (Code 6) more info
- Universal Hours (Code 9) more info
- NCC Pretest Participant (Code 21) more info
- NCC Item Writer (Code 22) more info
- NCC Self Assessment Reviewer or Author (Code 23) more info

Any CE hours you have earned from NCC CE modules are included in the list below. If you have earned other CE hours, you will need to add them to the list below by completing the requested information.

List the date, name, CE hours, and sponsoring/accrediting organization for CE activities you are using to maintain your certification according to your education plan. You do not need to submit copies of your CE certificates.