NCC Maintenance Requirements

The standard process for the NCC Professional Development Certification Maintenance Program makes use of a Continuing Competency Assessment (CCA) and resulting individualized education plan:

- **Complete the Continuing Competency Assessment (CCA)** that reflects the current knowledge competencies aligned with your certification specialty at the beginning of each new certification maintenance cycle.

- **Earn CE as specified by the education plan developed from your CCA.** Your education plan outlines the CE needed to maintain your NCC certification. *Only CE earned after you have taken your CCA can be used to maintain your certification. It must address the requirements of your education plan.*
CONTINUING COMPETENCY
SPECIALTY ASSESSMENT (CCA)

The CE requirements for your NCC maintenance will be outlined in your education plan!

Your educational plan is derived from your Continuing Competency Assessment (CCA) and outlines for you the CE needed in each of your core competency areas. Each core area has a code and that code is provided for you as well. *Take the CCA as soon as you can in the beginning of your maintenance cycle.*

The CCA may be taken early, up to 3 months prior to the start of your new maintenance cycle date. The start day for earning CE remains at the first day of the new maintenance cycle.

YOU CAN ONLY USE CE EARNED AFTER YOU HAVE TAKEN YOUR CCA FOR MAINTENANCE. ANY CE EARNED BEFORE YOU TOOK THE CCA CANNOT BE USED (EVEN IF IT MEETS YOUR EDUCATION PLAN).

YOUR CE AND NCC MAINTENANCE REQUIREMENTS

All CE must be earned during your current maintenance cycle and after you have taken the CCA.
All CE used for NCC maintenance is defined by the individuals Education Plan.
All CE must be submitted online at [NCCwebsite.org](http://NCCwebsite.org).
All CE must be coded to the applicable core content area. *See listing in this brochure.*
CE can be entered into the maintenance application any time after the assessment has been taken and on an ongoing basis. All activities will be saved until the application is submitted.
All CE must be accredited by an agency recognized by NCC.

ACCREDITING AGENCIES

Academic credit is accepted as is CME credit. For continuing education credit to be accepted for the purpose of maintenance, the continuing education activity must be accredited by one of the agencies below.

- NCC
- State boards of nursing and
  State nursing associations
- Nursing, medical or health care organizations
  (this would include, for example, such organizations as: ANCC, ANN, AWHONN, NPWH, NANN, NANNP, ACOG, AMA, AAP, etc.)
- Colleges or universities
- For-profit or not-for-profit continuing education organizations provided that programs sponsored by such organizations have been accredited for continuing education.

Most of the for-profit organizations have achieved accreditation for their offering through a state board of nursing or health care organization. Review accreditation details in the registration brochure you received when registering for the particular continuing education activity.
### COMMON CODING QUESTIONS

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
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| I went to a conference with topics that reflect many different codes, how do I code them? | **You have two options:**  
You can code to the content area that represents the majority of the content presented.  
**OR**  
You can breakout content per code (You may combine different sessions of the same content code.) and record total hours for each code, listing the same conference for every content code entry. |
| I could not list all my CE. I have many more hours but the maintenance application would not let me list them. | Once you meet or the CE requirements designated by your education plan the application will automatically take you to the payment page. There is no need to enter more CE than is required. |
| I was a preceptor for new students, can I use this for maintenance and how do I list it on the application. How do I code it? | 10 hours of CE can be used for precepting students, in your same certification specialty area and role. (e.g. In order for a WHNP to use the credit they cannot preceptor nurse midwives or residents – only WHNP students.) Orienting new staff is NOT considered as preceptor hours. On the application select the more information link for the preceptorship code 24 and it will give you information on how to list the information. This is also applicable to any of the “other” codes. You can only use these hours for baseline hours and not hours designated in the education plan assigned to a specific competency area. Baseline hours are listed as hours that are assigned to any competency area and appear at the bottom of your plan. |
| I have multiple certifications. Can I use the same CE for both. How can I code it for two different certifications. | If the CE is applicable to both areas and was earned in the appropriate time frame for each certification, yes. But you still need to file a separate maintenance application and fee for each certification. Each CE activity will be coded to each application. |
| Do I have to submit a “Maintenance Pre-approval”? | **Maintenance Pre-Approval is optional and not required.** If you are unsure your continuing education activities will meet your NCC maintenance requirements, you can ask NCC to pre-approve your CE activities. There is a nonrefundable fee for this service. Complete details are in the maintenance section of NCCwebsite.org. |
HOW TO READ THE EDUCATION PLAN

- Competency areas where 7.5 specialty index is achieved, no CE is needed.
- Competency areas where 7.5 specialty index is not achieved, the hours of CE needed will be listed.
- Every plan has a minimum of 15 CE hours - these are called baseline hours. Even if a specialty index above 7.5 is achieved in every competency, there is still a CE commitment of 15 hours. Education plans that need 45 hours, do not have any baseline hours because those hours are assigned to the specific core competencies.
- Every plan is composed of a maximum of 50 and a minimum of 15 CE hours.
- Missed keywords are intended to show what specific topics had knowledge gaps within that competency area. They are broad in scope and you are not required to cover all keywords or topics for your NCC certification maintenance.
- Links to NCC CE modules are offered as a convenience. Use of NCC CE modules is optional – not required. NCC CE is provided as a way to provide affordable, easily accessible CE for those who may have limited CE options in their area or practice. Also CE earned for successful completion of any NCC CE modules will automatically be entered and coded into your online maintenance application.
- 5 hours of credit is given for taking the assessment and may be applied to any CE need.
- The total number of hours needed will be listed in each specific core competency.
NNP Core Competency Area

General/Physical Assessment (Code 1)
*5 hours
• Maternal History and Factors Affecting the Newborn (Antepartum and Intrapartum)
• Neonatal Physical Examination
• Gestational Age/Behavioral Assessment
• Diagnostic Procedures & Laboratory Evaluation
• Techniques and Equipment

Embryology, Physiology, Pathophysiology and Systems Management (Code 2)
*20 hours
Disease Management
• Cardiac
• Respiratory
• Gastrointestinal (GI)
• Renal/Genitoourinary
• Hematopoietic
• Neurological
• Infectious diseases
• Metabolic/Endocrine
• Musculoskeletal
• Integumentary
• Genetics
• Ears, Eyes, Nose and Throat

General Management (Code 3)
*10 hours
• Fluids and Electrolytes
• Growth and Nutrition
• Thermoregulation
• Resuscitation and Stabilization
• Family Integration
• Discharge Planning and Follow-Up Care
• Communication and Grieving

Pharmacology (Code 4)
*10 hours
Pharmacology
• Common Drug Therapies
• Pharmacokinetics and Pharmacodynamics
• Drugs and Breastfeeding

Professional Practice (Code 5)
*5 hours
Professional Practice
• Patient Safety
• Ethical Principles and Theories
• Legal Issues Affecting Neonatal Intensive Care Nursing
• Quality Improvement

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**Your Education Plan**

<table>
<thead>
<tr>
<th>CORE COMPETENCY AREA</th>
<th>HOURS REQUIRED*</th>
<th>HOURS ENTERED</th>
<th>REQUIREMENTS MET</th>
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**Assessment Summary & Resources**

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<th>SPECIALTY INDEX</th>
<th>MISSED KEYWORDS</th>
<th>CE MODULES</th>
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<td>Patient Safety, Ethical Principles and Theories</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.*
### Core Competency Area

#### General/Physical Assessment (Code 1)

**Content Topic:** General/Physical Assessment

- Maternal History and Factors Affecting the Newborn (Antepartum and Intrapartum)
- Neonatal Physical Examination
- Gestational Age/Behavioral Assessment
- Diagnostic procedures & laboratory evaluation
- Techniques and Equipment

**Keywords:**
- Abnormal findings
- Amniocentesis
- Apgar scoring
- Apnea monitors
- Auditory brainstem response testing
- Auscultation techniques
- Autonomic control and responses
- Bag and mask ventilation
- Behavioral assessment
- Biophysical profile
- Brazelton examination
- Cerebrospinal fluid analysis
- Chest x-ray interpretation
- Clotting studies
- Cyanosis
- Delivery room emergencies
- Developmental care, assessment and outcomes
- Diagnostic imaging
- Diagnostic procedures
- Diagnostic studies

#### Embryology, Physiology, Pathophysiology and Systems Management (Code 2)

**Content Topic:** Disease Management

- Cardiac
- Respiratory
- Gastrointestinal (GI)
- Renal/Genitourinary
- Hematopoietic
- Neurological
- Infectious diseases
- Metabolic/Endocrine
- Musculoskeletal
- Integumentary
- Genetics
- Ears, Eyes, Nose and Throat

**Keywords:**
- ABO incompatibility
- Achondroplasia
- Acute renal failure
- Adrenal disorders
- aEEG
- AIDS and HIV infections
- Air leaks
- Airway anomalies
- Airway management
- Airway obstruction
- Alveolar-arterial oxygen gradient
- Ambiguous genitalia
- Anemia
- Anemia of prematurity
- Anencephaly
- Aortic stenosis
- Aperts
- Apnea
- Apnea of prematurity
- Asphyxia
- Aspiration
- Atrial-septal defects
- Auto-regulation
- Bacterial disease
- Barotrauma
- Beckwith-Wiedemann

**Core Competency Area:** Embryology, Physiology, Pathophysiology and Systems Management (Code 2)

**Content Topic:** Disease Management

- ABO incompatibility
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**Keywords:**
- sydrome
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- syndrome

**Core Competency Area:** Embryology, Physiology, Pathophysiology and Systems Management (Code 2)

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- Barotrauma
- Beckwith-Wiedemann

**Keywords:**
- Biliary atresia
- Bilirubin metabolism
- Birth injuries
- Blood component therapy
- Blood gas interpretation
- Blood incompatibilities
- Bradycardia
- Brain development
- Breastmilk jaundice
- Bronchopulmonary dysplasia
- Café au lait spots
- Calcium disorders
- Candidiasis
- Cardiac
- Cardiac physiology
- Cataracts
- Cerebral palsy
- CHARGE
- Choanal atresia
- Chromosomal disorders
- Chronic lung disease
- Chylothorax
- Cleft lip and palate

**Core Competency Area:** Embryology, Physiology, Pathophysiology and Systems Management (Code 2)

**Content Topic:** Disease Management

- ABO incompatibility
- Achondroplasia
- Acute renal failure
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**Keywords:**
- Biliary atresia
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- Choanal atresia
- Chromosomal disorders
- Chronic lung disease
- Chylothorax
- Cleft lip and palate

### Coding Outlines and Keywords

**For CCA tests taken on/after April 1, 2020.**
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<th>Content Topic</th>
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## Core Competency Area

### Embryology, Physiology, Pathophysiology and Systems Management (Code 2)

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<tr>
<td>Disease Management</td>
<td>Platelet disorders, Pneumonia, Polycystic/multicystic dysplastic kidneys, Polycythemia, Port wine stain, Potter sequence, Prematurity, Prostaglandins, Pulmonary edema, Pulmonary hemorrhage, Pulmonary hypoplasia, Pulmonary interstitial emphysema, Pustular melanosis, Pyloric stenosis, Renal, Renal abnormalities and disease, Renal physiology, Renal vein and artery thrombosis, Respiratory, Respiratory distress, Respiratory distress syndrome, Respiratory physiology, Respiratory support, Retinal damage, Retinopathy of prematurity, Rh disease</td>
</tr>
</tbody>
</table>

### General Management (Code 3)

<table>
<thead>
<tr>
<th>Content Topic</th>
<th>Keywords</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Management</td>
<td>Acid-Base balance, Breastfeeding, Calorie expenditure, Central line management, Communication, Composition of breastmilk, formula and donor milk, Cord blood gas interpretation, Dehydration, Delivery room assessment, Dietary supplementation, Discharge planning, Electrolyte abnormalities, Energy needs, Enteral feedings, Feeding problems, Feeding techniques, Family centered care, Family crisis care, Family integration, Fluid and electrolyte management, Fluids and electrolytes requirements, Follow-up Care, Grieving Process, Incubator management, Insensible water loss, IV therapy, Maternal infant attachment, Mechanisms of heat production, Mechanisms of heat transfer, Neonatal transport, Neutral thermal environment, Nutrient requirements, Nutrition management, Oral feedings, Parent teaching, Perinatal loss, Parenteral nutrition, Peripheral line management, Physiology of digestion and absorption, Rewarming techniques, SMOF, Sodium metabolism, Supportive care, Temperature assessment, Thermoregulation, Total parental nutrition</td>
</tr>
</tbody>
</table>
## Pharmacology (Code 4)

### Content Topic
- Pharmacology
  - Common Drug Therapies
  - Pharmacokinetics and Pharmacodynamics
  - Drugs and Breastfeeding

### Keywords
- Absorption
- Distribution
- Dosage
- Drug safety
- Drug therapies:
  - analgesia, anticoagulants, anticonvulsants, antihypertensives, antimicrobial (biologics/immunities), cardiovascular (vasodilators/vasopressors), diuretics, GI (antacids, prokinetics, PPI), inhalants (iNO), Neurologic (sedatives, hypnotics), Respiratory, steroids
- Drug transfer
- Drugs in breastfeeding
- Excretion
- Immunizations
- Interval
- Metabolism
- Pharmacokinetic principles
- Pharmacological principles
- Principles of administration
- Route
- Tolerance
- Vaccines
- Weaning
- Withdrawal

## Professional Practice (Code 5)

### Content Topic
- Professional Practice
  - Patient Safety
  - Ethical Principles and Theories
  - Legal Issues Affecting Neonatal Intensive Care Nursing
  - Quality Improvement

### Keywords
- Autonomy
- Beneficence
- CE poster sessions
  - (6 posters equal 1 hour)
- Communication
- Consent
- Ethical principles and theories
- Evidence based practice
- HIPPA
- Interprofessional practice
- Justice
- Legal issues affecting neonatal intensive care nursing
- Legal liability
- Non-Maleficence
- Patient safety
- Professional practice standards
- Quality improvement
- Research
- Staffing
### NCC “OTHER” CODES

You can only use these hours for baseline hours and not hours designated in the education plan assigned to a specific competency area. Baseline hours are listed as hours that are assigned to any competency area and appear at the bottom of your plan.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>NCC Pretest Participant</td>
<td>If you participated in the NCC sponsored pretest program</td>
</tr>
<tr>
<td>22</td>
<td>NCC Item Writer</td>
<td>If you are credentialed by NCC and have participated in the item writing program</td>
</tr>
<tr>
<td>23</td>
<td>NCC CE Reviewer or Author</td>
<td>If you reviewed or authored an NCC continuing education module</td>
</tr>
<tr>
<td>24</td>
<td>Presenter of a CE Course or Preceptor</td>
<td>Presenter of educational program can use the same amount of CE earned by the participants. Such CE presentation CANNOT be part of the individual's job responsibilities. If the activities was presented more than once you can only use the CE hours once. The maximum number of hours that can be earned for preceptorship activity is 10 hours per maintenance cycle. This is limited to preceptoring students in your same certification specialty area. Staff orientation is NOT considered a preceptor activity and cannot be used.</td>
</tr>
<tr>
<td>25</td>
<td>Author of a Book Chapter or Journal Article</td>
<td>Rules for Using Publications for Maintenance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• The publication date of the article/book/module will determine its applicability for your current certification maintenance.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• You are limited to using one article, book authorship or service as an NCC continuing education reviewer or monograph author per certification maintenance cycle.</td>
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<tr>
<td></td>
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<td>• Articles/books must be related to the certification specialty area.</td>
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<tr>
<td></td>
<td></td>
<td>• 5 contact hours will be awarded to those who have written a journal article or a chapter of a book.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• 15 contact hours will be awarded to those who are a primary or secondary author of a book.</td>
</tr>
</tbody>
</table>