

American Academy
of
Nurse Practitioners
Certification Board

AANPCB

NP Recertification
Certificant Handbook

ANP-C

AGNP-C

ENP-C

FNP-C

GNP-C

American Academy
of
Nurse Practitioners
Certification Board



TABLE OF CONTENTS

- Introduction.....3
 - Contact Us3
 - Membership Affiliation3
- How to Apply4
 - Online Profile4
 - Frequently Asked Questions.....4
 - “How To” Videos4
 - Application Process5
 - Name and Address Changes.....6
 - Retirement Status7
 - Expired Certification.....7
- FNP & AGNP Certification Renewal9
- ANP & GNP Certification Renewal..... 10
- ENP Certification Renewal 11
- Clinical Practice Hours 12
- Advanced Practice CE 13
 - CE Accreditation15
- Academic Coursework 17
- Preceptorship Hours..... 18
- Recertify by Exam 19
- Verification of Certification..... 21
- AANPCB NP Board Certification 22
 - Recognition22
 - AANPCB Policies.....23
- NP-C® Credential..... 24
 - How do I sign my name?24
- NP Continuing Competence..... 25
- AANP Scope of Practice for Nurse Practitioners 26
- AANP Standards of Practice for Nurse Practitioners ... 28

INTRODUCTION

This **RECERTIFICATION HANDBOOK** is written for Nurse Practitioners who are certified by AANPCB. It provides important information on current requirements for the renewal of certification, application processing, and AANPCB Policies. Typical processing time for applications is 3-6 weeks depending upon receipt of a complete application, required documents, and applicable fees. AANPCB does not expedite the processing of applications. Material contained in this handbook supersedes information in previous Recertification Handbooks and is subject to change without notice. Information in the handbooks, and on the certification website, is updated on a regular basis.

American Academy of Nurse Practitioners Certification Board (AANPCB)

Contact Us

Email is the preferred method for general correspondence. Copies of RN licenses, completed paper applications, and other documents may be emailed, faxed, or mailed.

AANPCB website: <https://www.aanpcert.org>

Email: Certification@aanpcert.org

Fax: (512) 637-0540 or (512) 637-0334

Main Number: (512) 637-0500

Toll-free Number: (855) 822-6727

Mailing Address

P.O. Box 12926

Austin, TX 78711-2926

Overnight Delivery Address*

2600 Via Fortuna, Suite 240

Austin, TX 78746-7006

*It is recommended that a guaranteed courier delivery service be used and documents by overnight delivery if an applicant wishes to ensure that materials are received.

Membership Affiliation

- **American Association of Nurse Practitioners (AANP)** www.aanp.org
- **American Academy of Emergency Nurse Practitioners (AAENP)** <https://aaenp-natl.org/>

Membership in an affiliate organization is not a requirement for certification. AANP and AAENP members receive a discount on their AANPCB certification and recertification application fees.

HOW TO APPLY

Online Profile

Visit www.aanpcert.org to create an **Online Profile account**.

If creating an online account for the first time, allow 2 business days for us to link previous certification information with a new application. Once an account is established:

- Apply to recertify by either (1) clinical practice and continuing education or (2) by available exam.
- Upload a copy of current professional nursing license with expiration date and supporting documentation needed to complete application.
- View application status updates.
- Make changes to name, address, or contact information.
- Order verifications to be sent to state boards of nursing and employers.
- Access a printable wallet card when certified.

Frequently Asked Questions

Access the **FAQs** on the certification website for useful and important information to help you complete your application process to become certified.

“How To” Videos

Access the **Recertification Video** on the certification website for helpful information on how to complete the application process.

Certification Fees

- Current fees are posted on the AANPCB website and must be paid in U.S. dollars.
- Refunds are processed according to information available on the AANPCB website home page, FAQs, and Employers/Credentialing Services sections.
- There is no charge for processing of supporting documents received by AANPCB for the purposes of certification and recertification (e.g., RN/APRN licenses, CEs, unofficial transcripts).
- AANPCB does not expedite or charge an expediting fee for processing of applications. A paper processing fee is charged for paper renewal applications received via mail, email, or fax.
- Fees and refunds are subject to change without notification.

Application Process

How Early Can I Apply?

- Certificants who meet the minimum clinical practice and continuing education (CE) requirements may apply as early as 1-year prior to the expiration date. The ability to apply online is not available after a certification has expired.
- Applications are processed in a timely manner. Applications received less than two weeks prior to the expiration date of the current 5-year certification period may not be processed before the certification expiration date.
- NPs who choose to recertify by examination should allow sufficient time (~120 days) for application processing, exam scheduling, and the potential for exam retake.

Apply Online

- Online applications and electronic submissions are preferred.
- To avoid automatic loss of information in the certification management system, it is recommended that an application be completed within 30 days of starting it.

Apply by Paper Application

- A fillable PDF paper application is available on the website for download under the tab **Forms**. Complete, save, and submit along with supporting documents via fax, email, or mail for processing.
- A processing fee is assessed for entering paper applications.
- Paper application processing time will be longer than the online renewal method.

Required Documents, Fees, and Notification of Missing Items

- Upload documents as needed to complete an application. Documents may also be sent via fax, email, or mail after an application has been submitted.
- Documentation of NP clinical practice hours/practice sites, a completed CE log, copies of CE certificates and professional nursing license with current expiration date, are required to initiate the processing of an application for renewal by clinical practice hours and continuing education.
- If renewing by examination, a copy of professional nursing license with current expiration date is required to initiate processing of an application.
- Notification of missing documentation is emailed weekly and is also viewable on the applicant's **Online Profile**. Failure to submit required documentation or fees will delay the review and approval of an application.
- Documents sent to AANPCB become the property of AANPCB. Individuals should retain copies of their records for personal use and for their professional portfolio. AANPCB is under no obligation to return or issue copies of these documents for future use by a certificant.

Processing Time

Typical processing time for applications is 3-6 weeks depending upon receipt of a complete application, required documents, and applicable fees. Applications are processed in a timely manner in the order received, therefore, AANPCB does not expedite processing of applications or charge an expediting fee.

Professional Review

Applications are reviewed to determine that current eligibility criteria have been met and for completeness before forwarding for professional review by qualified advanced practice nurses.

Signature and Attestation

The applicant's signature (electronic or written) on the application is required for processing. This signature attests that information provided by the NP applying for renewal is accurate and true, current active professional nursing license in a state/territory of the U.S. or Canadian province is held, and that the applicant has accessed the **Recertification Handbook** online at www.aanpcert.org.

Signature also attests that the NP understands the:

- Obligation to notify AANPCB of nursing licensure suspension or revocation by a board of nursing or regulatory body.
- Knowledge of the following **AANPCB Policies**:
 - **General Principles and Standards of Conduct**
 - **NP Scope and Standards of Practice**
 - **Non-Discrimination Policy**
 - **Confidentiality and Disclosure Policy**
 - **Disciplinary, Appeals, and Complaints Policy**
 - **Records Retention Policies**
 - **Examination Security Policy**

Applicants choosing to recertify by continuing education (CE) and clinical practice hours attest that they have met the minimum requirement for advanced practice CE, have practiced a minimum of 1,000 clinical hours as an NP in the role and population focus, and can provide further validation of clinical practice hours, faculty clinical supervision hours, preceptorship hours, and CE documents as applicable.

Name and Address Changes

- **Online Profile:** Certificants may make changes to their own name and contact information at any time by logging into their **Online Profile** with their username and password. Failure to keep AANPCB informed of current contact information may result in not receiving important information from AANPCB.
- **Change of Name, Address, or Certification Status:** Complete and submit the **Request for Change of Name, Address, or Certification Status** form (found online under the **Forms** tab) via email, fax, or mail to the AANPCB office. Please allow five business days from time of receipt for processing. In the event of a legal name change, a copy of supporting documentation (e.g., court record, marriage license) providing proof of the name change must accompany the form.
- **Candidates Who Have Been Approved to Test:** To avoid problems with identification documents at the testing center, we recommend that a name change be made after the candidate has sat for their examination and received preliminary notification of test status.

Certification is Time-Limited

- **Nurse Practitioner Certification is time limited.** It is valid for a period of five years and expires automatically at the end of the 5-year certification period as noted on the certificate issued by AANPCB. Individuals certified as a Nurse Practitioner by AANPCB will continue to be certified and credentialed if minimum requirements for renewal of certification are met within the current 5-year period of certification.
- An individual who is board-certified by AANPCB is referred to as a Certificant indicating they have met specific educational requirements that assess national competencies of the APRN core, NP role, and population focus area of practice and have successfully passed the national certification examination demonstrating professional knowledge in the NP role and the population focus for entry into practice.

Renewal of NP Certification

- Renewal of certification provides a mechanism to assure the public that NPs certified by AANPCB have undergone periodic evaluation and met current professional standards of qualifications and knowledge for practice required to maintain and validate certification. Renewal of certification is the responsibility of the nurse practitioner.
- To continue to be certified, all nurse practitioners must meet minimum current requirements established by the AANPCB Board of Commissioners within the 5-year period of certification. Certification is granted for a 5-year period based on review of literature, consultation with test consultant and credentialing experts, and the outcome of practice analyses.
- Current U.S. or Canadian professional nurse licensure is a component of continuing competence required for certification. A copy may be obtained from the applicant's individual State Board of Nursing.
- Requests for verification of a certification received from a state board of nursing or third-party vendor will reflect current certified/not certified status and the dates in which a current certification is valid.

Renewal Notification Reminders

- **“Certification Expiring Soon”** reminders are sent via mail and email to certificant's last known addresses on file 12-months and 6-months prior to NP certification expiration date. It is the certificant's professional responsibility to renew their certification before their certification expires.

Retirement Status

- Certificants who are ready to retire from NP professional practice are asked to notify AANPCB in writing at certification@aanpcert.org. Appropriate measures will then be taken to stop future AANPCB recertification reminders, election, practice analysis survey information, and other correspondence.
- The NP's certification number will expire at the end of the 5-year period of certification as indicated on the certificate and will no longer be valid. AANPCB does not have a “retired credential”.

Expired Certification

- Extensions beyond the 5-year period are not granted. Certifications are not active past the expiration date. Contact us by email if renewal of an expired certification is needed. The ability to apply online is not available after a certification has expired.
- Nurse Practitioners whose AANPCB-certification has expired may not present themselves as an AANPCB-certified nurse practitioner or use the NP-C credential.

Expired Certification (Cont.)

- State Boards of Nursing (SBON) regulate APRNs' ability to practice, therefore, an individual whose NP certification has expired is responsible for contacting their SBON regarding their ability to work with an expired NP certification.
- Requests received from a state board of nursing or third-party vendor for verification of an expired certification will reflect an inactive status.
- Individuals whose certification expires risk potential loss of employment, wages, insurance reimbursement, or credentialing privileges depending upon the state in which they are licensed as an APRN, the employer, and the provider credentialing organization.
- AANPCB will not be held responsible for financial damages occurring with respect to expiration of certification or loss of employment if a certificant fails to renew prior to expiration of current certification.
- Certificants found ineligible to renew certification through clinical practice and CE will need to apply for and meet current eligibility requirements for certification by examination as an **Initial Applicant** if the certification examination is available.
- NPs who are dual certified as an FNP and an ENP may not represent themselves as being certified as an Emergency Nurse Practitioner by AANPCB if they allow their FNP certification to expire.

Wall Certificate and Wallet Card

- Candidates who renew their certification receive a packet with letter, certification number, personalized certificate, wallet card, and lapel pin by mail approximately 3 weeks after the application is approved and released. The letter authorizes the Nurse Practitioner continued use of the NP-C credential certification number and will have the certification beginning and expiration date.
- A printable wallet card may be accessed on the individual's **Online Profile** under **My Documents**.

Correspondence from AANPCB

- Postcard and email reminders are sent as a courtesy to the last known address 1 year prior to NP certification expiration and again at 6 months and 1 month prior to expiration if an application has not been received.
- A weekly reminder is emailed from certification@aanpcert.org if an application is missing information.
- Applicants and certificants are notified by email of important information such as Commissioner elections, changes to a certification program, renewal reminders, and invitations to participate in a Practice Analysis. General announcements are posted on the website.
- AANPCB emails **Approval and Eligibility to Test** notification from certification@aanpcert.org.
- PSI emails candidates **Authorization to Test** from no-reply@psionline.com.
- AANPCB is not responsible for email sent from AANP, AAENP, or any other organization.

FNP & AGNP CERTIFICATION RENEWAL

Family and Adult-Gerontology Primary Care NP Certification Renewal

Option One: Recertify by Clinical Practice Hours and Continuing Education

- Meet minimum requirements within the current 5-year period of certification.
- Current U.S. or Canadian professional nursing licensure required.
- Minimum 1,000 clinical practice hours in the FNP or AGNP role and population-focus area.
- Minimum continuing education requirements for certification expiring after December 31st, 2016 are a total of 100 advanced practice CE contact hours completed. A minimum of 25 CEs (of the 100 total) must be advanced pharmacology. ACLS and Preceptorship Hours are accepted. BLS is not accepted.
- **Preceptorship Hours** conducted after January 1st, 2017 may be converted to a maximum of 25 non-pharmacology CE credits.
- **Faculty Clinical Supervision Hours:** Of the required 1,000 clinical practice hours, a maximum of 500 hours may be claimed by NP faculty for on-site student clinical evaluation time.

Option Two: Recertify by Examination

- Take and pass the appropriate certification examination prior to the current 5-year certification expiration date.
- Current U.S. or Canadian professional nursing licensure required.
- FNPs who choose to recertify by examination should allow sufficient time (~120 days) for application processing, exam scheduling, and the potential for exam retake.

ANP & GNP CERTIFICATION RENEWAL

Adult and Gerontologic NP Certification Renewal

Recertify by Clinical Practice Hours and Continuing Education

- Meet minimum requirements within the current 5-year period of certification.
- Current U.S. or Canadian professional nursing licensure required.
- Minimum 1,000 clinical practice hours in the ANP or GNP role and population-focus area.
- Minimum CE requirements for certification expiring are a total of 100 advanced practice CE contact hours completed. A minimum of 25 CEs (of the 100 total) must be advanced pharmacology. ACLS and Preceptorship Hours are accepted.
- **Preceptorship Hours** conducted after January 1st, 2017 may be converted to a maximum of 25 non-pharmacology CE credits.
- **Faculty Clinical Supervision Hours:** Of the required 1,000 clinical practice hours, a maximum of 500 hours may be claimed by NP faculty for on-site student clinical evaluation time.
- **Renewal of ANP or GNP certification by examination is not an option.** The ANP exam was retired in December 2016 and the GNP exam was retired in December 2012.

Expiration of ANP or GNP Certification

- NPs currently certified by AANPCB as an ANP or GNP will continue to be certified and recognized if minimum recertification requirements are met and the certification does not expire. ANPs and GNPs should check with their individual State Boards of Nursing for additional requirements or stipulations.
- NPs who allow their ANP or GNP certification to expire may need to obtain further post-graduate course work to meet current eligibility requirements to sit for the AGNP or FNP certification exam.

Eligibility Requirements for the Adult-Gerontology Primary Care NP Certification Exam

- Graduate education must align with the certification population area to be eligible to sit for the AGNP certification exam. Graduates of an ANP program in many cases do not qualify for AGNP certification. Contact the academic program to verify if the Adult NP program met Adult-Gerontology Primary Care NP program requirements. Documentation from the program administrator may be required to confirm eligibility.
- Completion of three separate graduate level courses in advanced pharmacology, advanced pathophysiology, and advanced physical assessment; the AGNP population of specialization courses; and all didactic and clinical AGNP program coursework (including all faculty-supervised clinical clock hours required) is required.

Conversion of current ANP and GNP Certifications to AGNP

- Certificants currently **dual-certified** by AANPCB as both an Adult Nurse Practitioner and a Gerontologic Nurse Practitioner are eligible to apply for conversion of their certifications to the A-GNP certification.
- The application for [Adult-Gerontology Primary Care Nurse Practitioner Conversion](#) may be found under the **Forms** tab on the AANPCB website home page.

ENP CERTIFICATION RENEWAL

Emergency NP Certification Renewal

Option One: Recertify by Clinical Practice Hours and Continuing Education

- Meet minimum requirements within the current 5-year period of certification.
- Current Family Nurse Practitioner certification required.
- Current U.S. or Canadian professional nurse licensure required.
- Minimum continuing education requirements are a total of 100 advanced practice CE contact hours completed. A minimum of 25 CEs (of the 100 total) must be advanced pharmacology.
- Advanced Burn Life Support (ABLS), Advanced Life Support in Obstetrics (ALSO), Advanced Trauma Life Support (ATLS), and Neonatal Resuscitation Program (NRP) continuing education are accepted.
- **Preceptorship Hours** conducted after January 1st, 2017 may be converted to a maximum of 25 non-pharmacology CE credits.
- **Faculty Clinical Supervision Hours:** Of the required 1,000 clinical practice hours, a maximum of 500 hours may be claimed by NP faculty for on-site student clinical evaluation time.
- **Optional:** Procedural skills CEs may be used but are not required.

Option Two: Recertify by Examination

- Take and pass the ENP examination prior to the current 5-year certification expiration date.
- Current Family Nurse Practitioner certification required.
- Current professional nursing licensure required.
- ENPs who choose to recertify by examination should allow sufficient time (~120 days) for application processing, exam scheduling, and the potential for exam retake.

Expiration of Family NP Certification

- The ENP certification is a subspecialty certification built upon the FNP scope, therefore, ENPs must maintain current FNP certification.
- The ENP certification will become inactive if FNP certification is not renewed. An individual may not represent themselves as being certified as an Emergency Nurse Practitioner by AANPCB if their Family Nurse Practitioner certification has expired.

CLINICAL PRACTICE HOURS

Provision of direct patient care in the NP role in the certification specialty demonstrates currency of practice.

Clinical Practice Hour Requirement

- A minimum of 1,000 hours of clinical practice through employment, faculty clinical supervision, or as a volunteer must be at the advanced practice level in the NP role and relate to the population of NP certification to be recognized and accepted for recertification.
- Student clinical practicum hours in an advanced practice program (i.e., DNP) do not qualify as NP clinical practice hours for recertification purposes.
- For additional information (e.g., volunteer, specialty, telehealth work and practice), see **FAQs – Renew Certification**.

Criteria for Claiming Faculty Clinical Supervision Hours

- A minimum of 1,000 hours of clinical practice as a nurse practitioner is required for renewal of certification.
- Both direct patient care hours and Faculty Clinical Supervision hours are to be with the appropriate population of certification (e.g., Adult, Family).
- Up to 500 hours of on-site student clinical evaluation time can be claimed by faculty; the remaining 500 hours are to be direct patient care hours as an employee or volunteer.
- Only clinical hours within the current 5-year period of certification will count towards renewal.
- On the site visit log, provide the date, complete clinical agency name and address, and number of hours at the site.
- Travel time to and from the site cannot be included in the clinical visit hours.
- No faculty clinical hours will be accepted for simulation, standardized patient evaluations, conference time, or clinical agency site evaluations.

ADVANCED PRACTICE CE

Continuing Education builds upon evidenced-based guidelines, national clinical standards, and specialty best practices; enhances ongoing professional development; and maintains knowledge and skills. Participating in advanced practice nurse practitioner-related CE on an ongoing basis promotes currency of knowledge for continued NP practice. CE completed must be relevant to the NP role and area of certification specialty. NPs should check with their State Board of Nursing for additional RN/APRN licensure requirements.

- **Certification expiring after December 31st, 2016:** A total of 100 advanced practice CE contact hours completed within the 5-year period of certification are required. 25 CEs (of the 100 total) must be advanced pharmacology. ACLS, Faculty Clinical Supervision hours, and Preceptorship Hours are accepted.
- **Certification expiring prior to January 1st, 2017:** A total of 75 advanced practice CE contact hours completed within the 5-year period of certification are required. Pharmacology is not required. ACLS, Faculty Clinical Supervision hours, and Preceptorship Hours are not acceptable.
- AANPCB does not approve or endorse continuing educational activities or educational programs.

Advanced Practice Pharmacology (Rx)

- Requiring 25 APRN-level pharmacotherapeutic CE hours helps maintain currency of knowledge for continued NP practice and is consistent with some **State Boards of Nursing** prescriptive authority requirements for APRN licensure renewal.
- **Certification expiring after December 31st, 2016:** A total of 25 advanced pharmacology CE contact hours completed within the 5-year period of certification are required.
- **Certification expiring prior to January 1st, 2017:** Advanced pharmacology CE not required.
- Examples of Pharmacology CE: Current clinical application of pharmacology/pharmacokinetics, techniques of safe drug prescribing information, and drug specific information/therapy for treatment of common acute and chronic diseases across the lifespan.
- Pharmacology content should be documented by the agency offering the CE activity, which may be designated by the abbreviation “Rx”. For example:
 - *Rx Contact Hours: 28.0.*
 - *Credit: 1.25 CE; 0.5 of which may be applied towards Pharmacology.*
 - *The ABC Course (Program ID #) is approved for 24.75 contact hours (12.5 hours of Pharmacology).*
 - *22 Contact Hours (3 pharmacology credits).*

Emergency-Related Continuing Education Requirements

- Emergency-related CE activities appropriate for ENP certification renewal focus on emergency/urgent care medical screening, decision-making, differential diagnosis, patient management, disposition, and professional/legal/ethical issues related to emergency NP practice.
- When renewing FNP certification, the CEs used to qualify for the ENP examination may be used if completed within the FNP 5-year period certification.
- Emergency-related procedural skills CE contact hours can be used for renewal but are not required.

CE Documents

- A **Continuing Education Log** is available for download on the website under the tab **Forms**.
- Documents submitted are audited for relevancy, hours, and accreditation by appropriate authorizing entities.
- CE documents submitted must include: Certificant name, CE topic name, Program Sponsor name, and CE Accreditor name, date of attendance or completion, and number of non-pharmacology contact hours and pharmacology contact hours awarded.
- CE activities completed outside of the 5-year period of certification will not be counted.

CE Trackers

- CE Trackers are a convenient way to enter CEs. Some organizations provide a list of the CEs you have completed (e.g., AANP CE Center, Audio Digest, Medscape, UpToDate).
- Trackers must have the NP name, program titles, dates completed, accreditor, number of pharmacology hours, and total CEs awarded.
- Enter these activities on the online or paper log as one entry "Add Individual CE". Name the activity/tracker" (e.g., "Medscape Tracker"), list the date of most recent CE completion, the total CE hours, and the total pharmacology hours.
- Submit a copy of the Tracker/listing for verification of the CE hours for renewal.

Frequently Asked Questions

- For additional information on continuing education, see **FAQs – Renew Certification**.
- For additional information on CE accreditation, see pp. 15-16 and **FAQs – Renew Certification**.

CE Accreditation

CE certificates must show clear accreditation by an appropriate authorizing entity. CE activities must be accredited by or be an approved provider. An accreditor is an organization that approves the program or continuing education (CE) course. Industry supported education standards have been developed to provide quality CE for health care professionals. Nursing or medical education activities approved for CE by accreditation staff and/or independent reviewers must be educationally sound, relevant to practice, fair and balanced (unbiased); contribute to the quality and safety of health care; and free from commercial bias, interest, and support.

The following lists of various acceptable, accredited, and independent organizations may provide **Advanced Practice Provider** content for NPs seeking renewal through CE credit. The lists are provided as a resource and courtesy for certificants, do not imply endorsement by AANPCB, and do not reflect in entirety all possible CE provider organizations.

Live Activity Formats

A category of educational activity presented in a live format with time-limited availability (e.g., Advanced Practice Provider/Medical Conferences, Clinical Skills and Procedure Workshops, regularly scheduled Grand Rounds.)

Enduring Materials

An educational activity presented in a format that can be retrieved on demand (e.g., Journal-based articles and online activities). CE is awarded for completing one entire occurrence.

Continuing Education Providers/ Sponsors

- American Academy of Emergency Nurse Practitioners (AAENP)
- American Academy of Family Physicians (AAFP)
- American Academy of Pediatrics (AAP)
- American Academy of Physician Assistants (AAPA)
- American Association of Colleges of Nursing (AACN)
- American Association of Critical-Care Nurses (AACN)
- American Association of Diabetes Educators (AADE)
- American Association of Nurse Practitioners (AANP)
- American College of Emergency Physicians (ACEP)
- American College of Nurse-Midwives (ACNM)
- American College of Physicians (ACP)
- American College of Surgeons (ACS)
- American Council for Pharmacy Education (ACPE)
- American Medical Association (AMA) in collaboration with the Accreditation Council for Continuing Medical Education (ACCME®) of accredited CME activities certified for AMA PRA Category 1 Credit™
- American Nurses Credentialing Center (ANCC)
- National Association of Pediatric Nurse Practitioners (NAPNAP)
- Nurse Practitioner Associates for Continuing Education (NPACE)
- Nurse Practitioners in Women's Health (NPWH)

State and Government Departments of Health

State Medical Associations, State Boards of Nursing, and State Boards of Pharmacy

Various Online Providers of Evidence-Based Clinical Information

Audio Digest

Centers for Disease Control and Prevention (CDC)

Contemporary Forums

DynaMed Plus

Journal publications (e.g., Clinical Advisor, Journal for Nurse Practitioners)

Medscape

Prescriber's Letter

Pri-Med

UpToDate

Several Available and Acceptable NP Certification Review Courses

Advanced Practice Education Associates (APEA)

Barkley & Associates

Fitzgerald Health Education Associates, Inc. (FHEA)

Maria Leik Intensive Nurse Practitioner Reviews

Marye Dorsey Kellermann Educational Entities, Inc.

Advanced Life Support Coursework

These courses cannot be used more than twice in a 5-year renewal cycle. A CE certificate showing your name, activity title, date, accreditor, sponsor, and CEs awarded for completion of the course is required. A wallet card will not suffice. Up to 40% of ALS program CE credit may count as pharmacology (Rx) CE credit.

Advanced Cardiac Life Support (ACLS) – *Not accepted for ENP renewal*

Pediatric Advanced Life Support (PALS) – *Not accepted for ENP renewal*

Neonatal Resuscitation Program (NRP)

Advanced Burn Life Support (ABLS)

Advanced Life Support in Obstetrics (ALSO)

Advanced Trauma Life Support (ATLS)

Activities Not Accepted for Renewal of Certification by CE

Articles and books written

Basic Life Support (BLS) course

Elected office or serving on Boards and/or Committees

Journal clubs or professional reading

Other certification/credentials awarded

Presentations, posters, or lectures

Research conducted

ACADEMIC COURSEWORK

Use of Academic Coursework Credit

Credit may be received for graduate or post-graduate courses taken within the current 5-year period of certification. The coursework must directly relate to advanced practice nursing knowledge and skills.

- 1 academic semester credit equals 15 CE contact hours.
- Non-advanced practice nursing academic courses will not be accepted.
- Courses are subject to approval and course descriptions may be requested.
- An official or unofficial transcript with the certificant name, university name, and the academic coursework claiming credit for is required to receive credit. Transcripts must be mailed to AANPCB in a sealed envelope or sent via secure, electronic transmission directly from the school registrar to Transcripts@aanpcert.org.
- Enter academic course name and number on the online or paper log as one entry "Add Individual CE". Convert the coursework number of credits to CE contact hours. List the academic course completion date and the total CE hours.

PRECEPTORSHIP HOURS

Precepting advanced practice students during the provision of direct clinical supervision of patient care as a nurse practitioner is consistent with demonstration of continuing competence and ongoing professional development.

- **For certification expiring after December 31st, 2016:** Precepting of advanced practice nurse practitioner or interdisciplinary students conducted in the NP role and population focus is acceptable for renewal CE credit. Hours must be documented and verifiable.
- A maximum of 120 Preceptorship Clinical Practice Hours within the 5-year period of certification may be claimed for a maximum of 25 non-pharmacology CE credits. Calculation of 120 clinical hours is based on precepting 8 hours per week for one semester (i.e., 15 weeks x 8 hours/week = 120 hours).
- Complete preceptor site information for each practice site and faculty coordinator contact is required. AANPCB reserves the right to request additional supporting documentation for clarification or validation.
- Submission of a complete **Preceptorship Form** is required to use for recertification. Incomplete forms will not be processed. The form may be found online under the tab **Forms** at www.aanpcert.org. Complete as many forms as necessary to account for preceptorship sites and students.
- Convert the number of hours precepted to CE credits. Record the total number of non-pharmacology credits on the CE Log of the renewal application.
- Upload completed forms to **My Documents** in your **My AANPCB** account online. Copies may be emailed or faxed.
- AANPCB reserves the right to request additional supporting documentation for validation of preceptorship.

PRECEPTOR HOURS CONVERSION TABLE

<u>CLINICAL HOURS</u>	<u>CE CREDIT</u>
1 – 5 hours	= 1 CE
6 – 10 hours	= 2 CE
11 – 15 hours	= 3 CE
16 – 20 hours	= 4 CE
21 – 25 hours	= 5 CE
26 – 30 hours	= 6 CE
31 – 35 hours	= 7 CE
36 – 40 hours	= 8 CE
41 – 45 hours	= 9 CE
46 – 50 hours	= 10 CE
51 – 55 hours	= 11 CE
56 – 60 hours	= 12 CE
61 – 65 hours	= 13 CE
66 – 70 hours	= 14 CE
71 – 75 hours	= 15 CE
76 – 80 hours	= 16 CE
81 – 85 hours	= 17 CE
86 – 90 hours	= 18 CE
91 – 95 hours	= 19 CE
96 – 100 hours	= 20 CE
101 – 105 hours	= 21 CE
106 – 110 hours	= 22 CE
111 – 115 hours	= 23 CE
116 – 119 hours	= 24 CE
120+ hours	= 25 CE

RECERTIFY BY EXAM

NP Certificants must apply for, take, and pass the appropriate certification examination prior to the current 5-year certification-end date to maintain certification.

- AANPCB certification examinations are administered via computer-based testing format at PSI Testing Centers located throughout the United States and Canada. Candidates have 3 hours (180 minutes) to take the exam. Before the exam starts, a tutorial is shown to show how to use the computer and keyboard provided.
- There are 150 questions on each exam. Of the 150 questions, there are 15 pretest questions on the exam that cannot be distinguished from those that are scored. Pretest questions are included to determine how they perform statistically to vet them for use on future exams. A candidate's score is based solely on the 135 scored questions.
- The 120-day testing window allows candidates the flexibility of scheduling their test around their personal schedule, employment schedule, religious needs, or any other issues without requiring the need for additional accommodations or forms.
- New examinations are developed annually, using current therapeutic guidelines and references, and released every January. All items are reviewed to ensure consistency with therapeutic clinical guidelines published at the time exams are developed.
- Specific age parameters are not defined for any of the population foci. Growth and development are used as the basis of age-related changes for constructing the certification exams and for NP practice. The FNP population is lifespan, and the A-GNP population is young adult (including adolescents) to elderly.
- Refer to the **Candidate Handbook** for complete information on AANPCB examination development, the examination blueprint, test specifications for AANPCB FNP and AGNP certification examinations, practice exam information, sample questions, how exams are scored, and the **Examination Security Policy**.

Scheduling an Examination

Contact a PSI Customer Service Representative during PSI hours of operation for all questions concerning exam administration and testing site regulations, or to reschedule or cancel a scheduled examination appointment. The **PSI dedicated toll-free customer service number for AANPCB candidates is (800) 211-2754**.

- Candidates must first create an account at PSI Exams online at www.psiexams.com to schedule an exam.
- Names must match on the AANPCB application, PSI Test Registration, and forms of identification presented at the testing center for an eligible candidate to sit for their scheduled examination.
- If you: (1) arrive late for your scheduled examination time, (2) do not cancel at least 24 hours before the scheduled examination date, (3) miss your scheduled examination appointment, or (4) arrive without required identification – then you will not be able to take the examination as scheduled and will (1) be responsible for paying any applicable testing center fees, (2) forfeit your fee, and (3) require a new registration number.
- Download the **AANPCB Candidate Information Bulletin** at www.psiexams.com.

Eligibility and Approval to Test

- Candidates are **Eligible to Test** when applications are reviewed to determine that current eligibility criteria to take the examination has been met. An **Approval and Eligibility to Test** email will be sent by AANPCB from certification@aanpcert.org when the candidate's name and information is sent to PSI.
- PSI will send an **Authorization to Test** confirmation email from no-reply@psionline.com within 24-48 hours of receipt of the candidate's name and information from AANPCB. This confirmation email provides important instructions for scheduling a testing appointment at PSI Testing Centers, the candidate ID number, and authorizes the 120-day testing window. Check all email inboxes including junk/spam folders for the PSI email.

Rescheduling or Canceling an Examination Appointment

- Candidates must comply with PSI's procedures for rescheduling or canceling an exam. Candidates who do not cancel appropriately or fail to report for their scheduled examination appointment will not be entitled to a refund and will be responsible for fees charged by the testing center.
- Changes to a scheduled examination appointment may be done either online at www.psiexams.com or by calling a PSI Customer Service Representative.
- Requests to cancel and/or reschedule a test appointment must be made with PSI within the 120-day window-to-test and at least 2 business days before the scheduled test date.

Extension Requests

- An extension may be requested if unable to sit for the examination within the 120-day window to test. An extension will not extend past the certification end-date. An examination appointment must not be scheduled.
- Extensions are granted on a case-by-case basis for reasons of hardship and enough justification. Email the extension request to certification@aanpcert.org. If the extension is approved, a one-time 60-day window to test is granted. Candidates who do not test during the 60-day extension window forfeit applicable fees, will need to reapply to take the examination, and pay the applicable fees.

Exam Withdrawal

- Applicants wishing to withdraw from taking the examination are to email a written request for withdrawal to certification@aanpcert.org.
- The registration fee, less a processing fee, will be refunded within 30 days if the request for withdrawal is received before expiration of the 120-day testing window and the candidate has not scheduled a test appointment.

Special Arrangements for Candidates with Disabilities

PSI complies with the **Americans with Disabilities Act (ADA, 1990, updated 2010)** and provides reasonable and appropriate arrangements for candidates with a disability who submit appropriate documentation. Applicants must follow PSI's guidelines regarding special arrangements for candidates with disabilities. Refer to the **Candidate Handbook** for complete information. Information is also available in the [PSI Exams Online Frequently Asked Questions](#) and in the [AANPCB Candidate Information Bulletin](#).

VERIFICATION OF CERTIFICATION

Primary Source Verification

AANPCB provides confirmation of active or inactive nurse practitioner certification status to State Boards of Nursing, employers, third-party vendors, and the public; and verification of eligibility-to-test to SBON upon formal written request. Requests for primary-source verification of a certification received from a state board of nursing or third-party vendor will reflect certification status and the dates in which a certification is valid. Processing time for a third-party vendor verification may take up to 10 business days from receipt of request and is subject to a fee as noted on the AANPCB website. Verification letters will be sent via email. Embossed hard copies are available upon request and mailed.

- [Primary Source Verification](#) information, verification request forms, and fees may be found online.
- Requests by telephone for verification information will not be accepted.
- Information accessed through the verification process reflects AANPCB records. Requests submitted and processed the same week that a candidate tests may reflect that the individual “is not certified” due to exam score importing times (e.g., A request is received, processed, and verification letter emailed at 8 a.m.; scores are imported at 2 p.m., and certification is released at 4 p.m. same day).
- While every effort is made to ensure that information provided is accurate and reliable, processes for updating and posting data resulting in the delay of correct information or human/mechanical error remains a possibility. AANPCB will not be liable for any damages resulting from use of the information obtained through the verification process.

State Boards of Nursing (SBON) Notification

- State Boards of Nursing are not automatically notified of a candidate’s authorization to test, an exam taken, or certification status (active, inactive, expired, retired). A completed [State Board of Nursing Notification Form](#) is required. Requests are usually processed within one business day of receiving a SBON Notification Form. Individual state boards determine preference of verification delivery by email or regular mail.
- State Boards of Nursing and active duty military personnel will not be charged a fee for a verification of certification request.

Third Party Vendors

- **Primary Source Verification Order Form:** The [Primary Source Verification Order Form](#) is available online and is required to send employers an official letter of verification of current NP certification status.
- **Prepaid Verification Vouchers:** Employers and related organizations may purchase **Vouchers**. The voucher process is available online under the tab [Verify](#).
- **Signature Release:** Disclosure will not take place if it violates an applicant, candidate, or certificant right of privacy. Verification requests must be accompanied by a current signed release from the NP dated within 6 months of the request. A signed release authorizing disclosure of eligibility to test or NP certification is required from the candidate or certificant before information is released regarding an individual’s status in the certification program.

AANPCB NP BOARD CERTIFICATION

About AANPCB

The American Academy of Nurse Practitioners Certification Program was established in 1993 for the purpose of providing a valid and reliable program for evaluation of individuals wishing to enter, continue, and/or advance in the nurse practitioner profession through the certification process. Effective January 1st, 2017, the business name was changed to the **American Academy of Nurse Practitioners Certification Board (AANPCB)**. AANPCB is a nonprofit organization incorporated under the name **American Academy of Nurse Practitioners National Certification Board, Inc.**

NP-C is the registered mark and credential authorized for use by individuals who have met the standards, qualifications, and testing requirements established by AANPCB to indicate nurse practitioner certification status.

Our Mission: To provide excellence in professional NP certification.

Our Vision: To be the leading organization upholding the highest certification standards for nurse practitioners in promoting high quality healthcare.

Our Core Values: Accountability, quality, and transparency.

Purpose: To assess the knowledge and practice competencies of nurse practitioners required to provide safe and quality health care. As a national nursing certification board, AANPCB:

- Facilitates the application processes for NP certification.
- Provides a reliable, valid, competency-based examination for NPs to assess knowledge, skills, and abilities.
- Provides initial certification of the Adult-Gerontology Primary Care Nurse Practitioner (AGNP) and Family Nurse Practitioner (FNP) meeting eligibility requirements for certification by exam.
- Provides processes for renewal of certification for the A-GNP, FNP, Adult Nurse Practitioner, Gerontologic Nurse Practitioner, and Emergency Nurse Practitioner meeting current minimum requirements for recertification.

Recognition

AANPCB certifications are recognized by all U.S. state nursing boards, nurse regulators in Canada and Puerto Rico, as well as by Medicare, Medicaid, the Veterans Administration, and private insurance companies.

Accreditation

AANPCBs A-GNP and FNP certification programs are accredited by the **American Board of Specialty Nursing Certification (ABSNC)** and the **National Commission for Certifying Agencies (NCCA)**, the accrediting body of the **Institute for Credentialing Excellence (ICE)**. Changes to the NP certification programs will align with the certification accreditation standards promulgated by ABSNC and NCCA. Accreditation dates and information on ABSNC and NCCA accreditation may be found on the certification website.

AANPCB Policies

Access **AANPCB Policies** on the website under [About AANPCB / Certification Board Policies](#).

Non-Discrimination Policy

The American Academy of Nurse Practitioners Certification Board does not discriminate against candidates and certificants with respect to age, sex, race, color, religion, national origin, ethnicity, disability, marital status, sexual orientation, gender identity, veteran status, or any other characteristic legally protected by law. Reasonable and consistent use of non-discrimination and impartiality policies and procedures will apply to all programs of the AANPCB, to include application processes, testing processes, and business operations.

Confidentiality and Disclosure Policy

Personal information and scores are considered confidential information. Sensitive and confidential information received by AANPCB is used solely for the purposes of certification and verification and cannot be shared without written permission or as required by law. Disclosure will not take place that violates an applicant, candidate, or a certificant right of privacy.

Appeals Policy

An application for certification renewal may be denied for current eligibility reasons. Applicants may appeal a denial. A review process for candidates who do not pass the examination and wish to have their exam results reevaluated is available.

Examination Security Policy

Federal copyright law protects AANPCB's examinations and the items contained therein. The certification examinations and all items on the examinations are the exclusive property of the **American Academy of Nurse Practitioners National Certification Board, Inc.**

Complaints and Disciplinary Policies

The **American Academy of Nurse Practitioners National Certification Board, Inc.**, a national certifying body, develops and administers nurse practitioner certification programs for individuals wishing to enter, continue and/or advance in the NP profession through established certification processes. To be eligible for certification or recertification, an individual must comply with AANPCB policies and procedures, and standards of conduct as set forth in the Disciplinary Policy. As the owner of the Nurse Practitioner-Certified certification mark, AANPCB controls use of the **NP-C credential**.

The **AANPCB Disciplinary Policy** articulates standards of conduct for individuals seeking certification and holding certification. The policy also has an established fair process for addressing noncompliance. Actions taken by AANPCB do not constitute enforcement of the law, although referral to appropriate federal, state or local government agencies, including boards of nursing, law enforcement, public health agencies, or employers may be made about a certificant's conduct in appropriate situations. The Board of Commissioners may amend the Disciplinary Policy and procedures without prior notice.

Information regarding violations and grounds for sanction and the process for submitting a complaint may be viewed online.

NP-C[®] CREDENTIAL

NP-C stands for “Nurse Practitioner-Certified”

NP-C is the registered mark and credential authorized for use by individuals who have met the standards, qualifications, and testing requirements established by AANPCB to indicate nurse practitioner certification status. The certification mark is owned by the **American Academy of Nurse Practitioners National Certification Board, Inc.** and registered with the United States Patent and Trademark Office. First use of the credential was in 1999.

- **A, AG, E, F, or G population focus:** The first letter of the Adult, Adult-Gerontology, Emergency, Family, or Gerontologic population specialty precedes the certification number and is printed on both the official embossed certificate and wallet card. Using the initial to indicate population specialty is optional, and if used will precede the credential.

Adult Nurse Practitioner	NP-C or ANP-C
Adult-Gerontology Primary Care Nurse Practitioner	NP-C or AGNP-C
Emergency Nurse Practitioner	NP-C or ENP-C
Family Nurse Practitioner	NP-C or FNP-C
Gerontologic Nurse Practitioner	NP-C or GNP-C

- **Dual-Certified NPs:** NPs currently dual certified by AANPCB as an ANP and a GNP are eligible to convert the certifications to the Adult-Gerontology Primary Care Nurse Practitioner.

How do I sign my name?

- Nurses are legally obligated to comply with the licensing requirements in the state where he or she is practicing and should check with state regulatory agencies regarding legal titling.
- In general, there is a standard way for a nurse to list professional post-nominal credentials. This is important because consumers, insurance companies, credentialing and government entities may require or expect it.
- The highest earned academic degree is usually listed first, followed by nurse licensure or APRN designation, then certifications (which are required or voluntary), and then nursing fellowships.
Example: Jane Doe, MSN, APRN, FNP-C, FAANP.

NP CONTINUING COMPETENCE

In keeping with the **Mission and Purpose of AANPCB**, maintaining clinical practice and participating in advanced practice nurse practitioner-related continuing education (CE) activities on an ongoing basis or passing the certification examination allows certificants to demonstrate maintenance of knowledge and skills in their specialty area of certification as an ANP, AGNP, ENP, FNP, or GNP.

- AANPCB certification programs meet the Standards for Accreditation of Certification Programs established by the **Accreditation Board for Specialty Nursing Certification, Inc. (ABSNC)** and the **National Commission for Certifying Agencies (NCCA)** for recertification and continuing competence requirements.

NP Scope and Standards of Practice

- Holding the NP-C credential does not confer permission to manage patients beyond the scope of the individual's professional practice.
- Legal scope of practice is defined by state boards of nursing in their **Nurse Practice Acts**. Boundaries of professional practice are determined by each state or territory.
- Job functions are determined by the employer, not the credential.
- Individuals shall renew certification via an established certification renewal process, maintain continuing competence in the NP profession by acquiring new knowledge in the professional role on an ongoing basis, and maintain current active professional nurse licensure.
- NP Scope and Standards of Practice are available.
 - **Scope of Practice for Nurse Practitioners (American Association of Nurse Practitioners).**
 - **Standards of Practice for Nurse Practitioners (American Association of Nurse Practitioners).**
 - **Nursing: Scope and Standards of Practice (American Nurses Association)**

General Principles and Standards of Conduct

Applicants, candidates, and certificants shall:

- Be truthful, forthcoming, prompt, and cooperative in their dealings with AANPCB.
- Be in continuous compliance with AANPCB policies.
- Comply with their state board of nursing licensing requirements.
- Respect AANPCB intellectual property rights and abide by **AANPCBs Examination Security Policy** and Federal copyright law protecting AANPCBs examination item content.
- Abide by AANPCB and the testing vendor test administration rules.
- Abide by laws related to advanced nursing practice and to public health and safety.
- Conduct their professional work in a competent manner.

AANP Scope of Practice for Nurse Practitioners



Scope of Practice for Nurse Practitioners

Professional Role

Nurse practitioners (NPs) practice in nearly every health care setting including clinics, hospitals, Veterans Affairs and Indian Health Care facilities, emergency rooms, urgent care sites, private physician or NP practices (both managed and owned by NPs), nursing homes, schools, colleges, retail clinics, public health departments, nurse managed clinics, homeless clinics, and home health. NP practice includes, but is not limited to, assessment; ordering, performing, supervising and interpreting diagnostic and laboratory tests; making diagnoses; initiating and managing treatment including prescribing medication and non-pharmacologic treatments; coordinating care; counseling; and educating patients and their families and communities.

As licensed, independent practitioners, NPs practice autonomously and in coordination with health care professionals and other individuals. NPs provide a wide range of health care services including the diagnosis and management of acute, chronic, and complex health problems, health promotion, disease prevention, health education, and counseling to individuals, families, groups and communities. They may also serve as health care researchers, interdisciplinary consultants, and patient advocates.

The nurse practitioner role is consistent with the APRN consensus model practicing in the population foci of family, pediatrics, women's health, adult-geriatrics, neonatal, and psychiatric mental health. The scope of practice is not setting specific but rather based on the needs of the patient (APRN Consensus Model, 2008).

Education

NPs are advanced practice registered nurses who obtain graduate education at the masters, post-master's or doctoral level and obtain national board certification. NP education programs follow established educational standards which ensure the attainment of the APRN core, role core, and population core competencies. Educational preparation provides NPs with specialized knowledge and clinical competency which enable them to practice in various health care settings. National NP education program accreditation requirements and competency-based standards ensure that NPs are equipped to provide safe, high-quality, cost effective patient centered care upon graduation. Clinical practice competency and professional development are hallmarks of NP education.

Accountability

Each NP is accountable to patients, the nursing profession, and the state board of nursing. NPs are expected to practice consistent with an ethical code of conduct, national certification, evidence-based principles, and current practice standards.

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Responsibility

The patient-centered nature of the NP role requires a commitment to meet the evolving needs of society and advances in health care science. NPs are responsible to the public and adaptable to the dynamic changes in health care. As leaders in health care, NPs combine the roles of provider, mentor, educator, researcher, advocate, and administrator. NPs take responsibility for continued professional development, involvement in professional organizations, and participation in health policy activities at the local, state, national, and international levels. Five decades of research affirms that NPs provide safe, high-quality, cost effective patient centered care.

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Revised, 1998, 2002, 2007, 2010, 2013, 2015, 2019
Reviewed and Revised by the AANP Fellows at the Winter 2015 Meeting

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<https://www.aanp.org/advocacy/advocacy-resource/position-statements/scope-of-practice-for-nurse-practitioners> PG. 1 OF 2

AANP Standards of Practice for Nurse Practitioners



Standards of Practice for Nurse Practitioners

Nurse practitioners are licensed, independent practitioners who practice autonomously and in coordination with health care professionals and other individuals. They provide primary and/or specialty nursing and medical care in ambulatory, acute, and long-term care settings. NPs are registered nurses with specialized, advanced education and clinical practice competency to provide health care for diverse populations in a variety of primary care, acute, and long-term care settings. Master's, post-master's or doctoral preparation and national board certification is required for entry-level practice (AANP, 2006).

The nurse practitioner role is consistent with the APRN consensus model practicing in the population foci of family, pediatrics, women's health, adult-geriatrics, neonatal, and psychiatric mental health. The scope of practice is not setting specific but rather based on the needs of the patient (APRN Consensus Model, 2008). Education, certification, and licensure of an individual must be congruent in terms of role and population foci. APRNs may specialize but they cannot be licensed solely within a specialty area. *In addition, specialties can provide depth in one's practice within the established population foci.* Education and assessment strategies for specialty areas will be developed by the nursing profession, i.e., nursing organizations and special interest groups. Education for a specialty can occur concurrently with APRN education required for licensure or through post-graduate education. Competence at the specialty level will not be assessed or regulated by boards of nursing but rather by the professional organizations (APRN Consensus Model, 2008).

In addition to their clinical role, NPs may serve as health care researchers, interdisciplinary consultants, and patient advocates. NPs provide a wide range of health care services including the diagnosis and management of acute, chronic and complex health problems, health promotion, disease prevention, health education and counseling to individuals, families, groups and communities.

Process of Care

The nurse practitioner blends the scientific process, current evidence and national standards of care with a holistic approach to manage patient care and foster professional practice. This process includes the following components.

A. Assessment of health status

The nurse practitioner assesses health status by:

- Obtaining a comprehensive relevant health, social and medical history
- Performing a thorough physical examination based on age and history
- Performing or ordering preventative and diagnostic procedures based on the patient's age and history
- Identifying health risk factors
- Evaluating social determinants of health that may influence the patient's health and wellness.

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B. Diagnosis

The nurse practitioner makes a diagnosis by:

- Utilizing diagnostic reasoning
- Synthesizing and analyzing the collected data from health history and any diagnostic information
- Formulating a differential diagnosis(es) based on the history, physical examination and diagnostic test results/information

C. Development of a comprehensive plan of care

The nurse practitioner, together with the patient and family, establishes an evidence-based, mutually acceptable, cost-conscious, effective plan of care that maximizes health potential or end of life decisions. Formulation of the plan of care includes:

- Ordering and interpreting additional necessary diagnostic tests
- Establishing priorities to meet the health care needs of the individual, family, and/ or community
- Prescribing or ordering appropriate necessary pharmacologic and non-pharmacologic interventions
- Developing a patient education plan considering the patient's health literacy competencies/learning needs.
- Ordering consultations or referrals based on evidence and standards of professional care and shared decisions with patient/family

D. Implementation of the plan

- Interventions are based upon established priorities and consistent with the nurse practitioner's specialized education and clinical practice. Actions by nurse practitioners are:
 - Individualized, recognizing the patient's preferences and abilities
 - Consistent with the appropriate plan for care
 - Based on scientific, evidenced based principles, theoretical knowledge, and clinical expertise
 - Inclusive of teaching and learning opportunities

E. Follow-up and evaluation of the patient status

The nurse practitioner maintains a process for systematic follow-up by:

- Determining the effectiveness of the plan of care with documentation of patient care outcomes
- Reassessing and modifying the plan with the patient and family as necessary to achieve health outcomes and patient goals

Care Priorities

The nurse practitioner's practice model emphasizes patient-centered holistic health care:

A. Patient and family education

The nurse practitioner provides health and wellness education and utilizes community resource opportunities for the individual and/or family.

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B. Facilitation of shared decision making and participation of the patient/family in health care decisions

The nurse practitioner facilitates patient participation in health care by providing evidenced based, culturally sensitive information needed to make decisions and choices regarding:

- Promotion, maintenance, and restoration of health
- Appropriate utilization of health care resources
- Potential for consultation with other appropriate health care personnel

C. Promotion of optimal health

D. Provision of continually competent care

E. Facilitation of entry into the healthcare system

F. The promotion of a safe environment

Interprofessional and Collaborative Responsibilities

As a licensed, autonomous practitioner, the nurse practitioner contributes to patient care as a team leader and member in the provision of health care, interacting with professional colleagues to provide patient-centered comprehensive quality care.

Accurate Documentation of Patient Status and Care

The nurse practitioner maintains accurate, legible, and confidential records.

Responsibility as Patient Advocate

The nurse practitioner is a responsible advocate for patient welfare and upholds ethical and legal standards. As an advocate, the nurse practitioner influences health policy at the local, state, national, and international levels.

Quality Assurance and Continued Competence

Nurse practitioners recognize the importance of continued education through:

- A. Participation in quality assurance review, including the systematic, periodic review of records and plans of care that may result in a quality improvement plan
- B. Maintenance of current evidence-based knowledge by completing continuing education activities related to the nurse practitioner's specialty and clinical practice
- C. Maintenance of certification and compliance with current state and federal laws
- D. Application of current evidence-based practice and utilization of best practice standards

Integral Roles of Nurse Practitioners

Nurse practitioners combine the roles of provider, mentor, preceptor, educator, researcher, advocate, and interdisciplinary consultant. The nurse practitioner interprets and emulates the role of the nurse practitioner to individuals, families, professional colleagues, and legislators.

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Research as Basis for Practice

Nurse practitioners support research and dissemination of evidence-based practice by developing clinical research questions, conducting or participating in studies, implementing quality improvement, and incorporating system changes into practice.

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