



# **ncc** NEWS

National Certification Corporation

## You've got a **New Number**

**S**ince the organization's inception, NCC has utilized the social security number for the certification ID number for RNCs and certificate holders. As we hear from more and more of you who do not wish to use the social security number because of justifiable concerns about identity theft, NCC has undertaken the project of assigning new, unique ID numbers to each of the approximately 60,000 NCC RNCs and certificate holders.

With the mailing of this newsletter, there is an insert containing a tear off card that records your new number. **PLEASE KEEP THIS NUMBER HANDY.** This number will allow you access to the NCC web site "member information" and should be used for ID purposes in any NCC correspondence or call to the NCC office.

## **A Night to Remember**

Susan Blackburn receives the  
NCC President's Award  
Three Long Time  
NCC Board Directors  
Complete Terms of Service



*Susan Blackburn and Mimi Bennett*

*Story and more pictures on page 12*

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## *How to Continue?*

**I**n Mimi Bennett's last newsletter message as NCC President, she highlighted many of the wide range of accomplishments that support NCC's position as a leader among certifying organizations. For me, it is truly an honor to serve as President of this organization and to continue the incredible work already in progress. Since initial certification in 1982, my involvement with NCC has continued through recertification, NIC Content Team work, and Board of Directors involvement.

Over this entire period, I have been incredibly impressed with NCC's continued commitment to its mission; attention to changes within the professional arena; and concern for candidate and constituent needs. You will see evidence of these attributes throughout this newsletter and the website. One example is the attention to RNC and certificate holders' concerns regarding the use of social security numbers for ID purposes. You'll also note the follow-up regarding the final three item writer workshops. The revamping of this concept generated a tremendous response with over 400 applicants for the 36 available slots. The spin-off continues with the development of a CD-ROM which covers the important technical aspects of item writing and will make it possible to disseminate the workshop content to larger numbers of interested participants. At a time when agency funding for conferences and travel is dwindling, NCC recognizes the need for quality continuing education accessible to all RNCs and certificate holders.

With this concern in mind, the self-assessment series continues to expand with the added convenience of an on-line series of modules. I have

personally used the on-line series and found it to be stimulating, and incredibly convenient. Aside from the day to day issues surrounding certification and its related components, NCC continues to interact and have a voice with multiple organizations having an impact upon the practice of nurses and nurse practitioners. These progressive approaches are key to NCC's continued success as a certification organization and reflect the importance of its most valuable resource - the RNCs and certificate holders who actively participate in NCC's mission. Many of you serve on content teams; participate as item writers or self-assessment reviewers or respond by the hundreds to the on-line surveys providing critical information about your clinical practice. These activities are essential to the process of producing examinations which are reflective of actual practice. Mimi titled her last column, "Where to Begin?" as she described the many wonders of both NCC and her Presidency. I have chosen to title my first column, "How to Continue?" because the ongoing plans at NCC are to be applauded and supported.

I would encourage those who have never participated in an NCC volunteer activity to take the plunge. This newsletter is filled with opportunities to become actively involved. You've already shown your commitment to serve as a professional benchmark by attaining certification or a certificate of added qualification. It's time to go to the next level. You'll find it personally and professionally satisfying and I look forward to working with you.

*Frances H. Byrd*

Frances H. Byrd, RNC, BSN, MPH  
*President*

# Item Writer Workshops *Part 2*

In the last newsletter, a report on the return of the item writer workshops was presented. Since that time, the final three item workshops were held in the fall of 2003. As with the first workshops, the focus was to prepare RNCs to become item writers by teaching the technological aspects of item writing and review. The groups who met were devoted to the test development of the:



- Inpatient Obstetric Nursing examination
- Electronic Fetal Monitoring subspecialty examination
- Neonatal Nurse Practitioner examination and,
- Women's Health Care Nurse Practitioner examination.

Questions developed from the workshop will be reviewed via web conference and then those items that survive the rigorous review will be pretested on NCC exam. The workshop participants will then review the item statistics that are generated as part of the psychometric review of exam question outcomes.

NCC is grateful for all those who submitted applications for consideration to be part of the Item Writer Workshops. The selection decision was most difficult with such a high volume of quality candidates. As an outgrowth to the workshop and the interest expressed, NCC will sponsor an item writing drive this summer. See the article in this newsletter for details.

NCC would like to extend our thanks to those who participated (see participant listing in the box to the right) and to the outstanding faculty:

Julie Briggs, RN, BSN, MHA, Puyallup, WA  
 Susan Blackburn, RNC, Ph.D., Seattle, WA  
 Fran Byrd, RNC, BSN, MPH, Columbia, SC  
 Terri Cavaliere, RNC, MS, NNP, Manhasset, NY  
 Mary Ellen Burke Sosa, RNC, MS, Providence, RI  
 Sandy Worthington, RNC, MSN, CNM, Philadelphia

*And a special recognition to Emily (Mimi) Bennett who served as lead faculty for the all the workshops. Thank you all for a job well done.*



Teresa Tanfill, Sandra Cesario, Lisa Berry, Jennifer Horn, Mary Ellen Burke, Joanne Zelten, Carol Brown, Colleena Leiter



Colleen Brand, Sharyl Sadowski, Kristie Marbut, Terri Cavaliere, Elizabeth Lawrence, Annie Rohan

## Thank You Item Writer Workshop Participants

### Inpatient Obstetric Nursing and Electronic Fetal Monitoring

Lisa Berry, RNC, MSN  
 Carol Elaine Brown, RN, BC, MN  
 Sandra Cesario, RNC, MS, Ph.D.  
 Jennifer Horn, RNC, BSN  
 Colleena Lieter, RNC  
 Teresa Stanfill, RNC, MSN  
 Joanne Zelten, RNC, BSN, MJ

### Low Risk Neonatal Nursing and Maternal Newborn Nursing

Janine Fontaine, RNC, BSN  
 Robin Laursen, RNC  
 Myna Laughlin, RNC, BSN  
 Phyllis Lawlor-Klean, RNC, MS, CNS  
 Cassandra Olsen, RNC, MSN  
 Patsy Queen, RNC, MSN, CNS

### Neonatal Nurse Practitioner

Melinda Colleen Brand, RNC, MSN, NNP  
 Elizabeth Lawrence, RNC, BSN  
 Kristie Marbut, RNC, MN, NNP, CPNP, APRN  
 Annie Rohan, RNC, MSN, NNP, CPNP  
 Sharyl Sadowski, RNC, MS, APN, CNNP

### Women's Health Nurse Practitioner


Heather Aliotta, RNC, MSN  
 Diana Muckenhirn, RN, MSN, WHNP  
 Jill O'Rear, MN, RNC, CS  
 Paula Reid, RNC, MSN, WHNP  
 Sarah Rhoads, MN, RNC, APN  
 Miriam Tannen, RNC, NP

### Neonatal Intensive Care Nursing

Lisa Baird, RNC, BSN  
 Angela Burd, RNC, MSN, APN-C, CCNS  
 Pamela S. Clark, RNC, MSN  
 Patricia Clifford, RNC, MSN  
 Evelyn Stephenson, RNC, MSN  
 Carolyn Oyen, RNC, BSN

### Telephone Nursing Practice

Marlene Cross, RNC  
 Eileen Delahanty, RNC, CCRN, BS  
 Margaret Dow, RNC, BA, CMA  
 Sabrina Forest, RNC, MSN  
 Gail Howatt, RNC  
 Patricia Otterson, RNC



# The Challenge of Technology The NCC Website, Email and YOU

As with all things, there are positives and negatives. While many of you find accessing information from the NCC website or using online education a boon, some of you have run into problems. Why? Since there is no standardization in the computer industry, the underlying technologic architecture of the millions of websites and the different internet providers and web browsers that number in the thousands can be a recipe for frustration.

## The common problems encountered and their solutions are:

### The Cookie Problem

An internet cookie is a small piece of data stored locally that saves information and helps identify you to web sites you visit. It is typically used to remember specific information about your last visit to the web site. The cookie resides on your computer and none of the information is shared over the internet. It is basically a way for the websites you frequent to remember you. The advantage is that you do not have to enter in your information every time you visit the web site. In certain browser systems, the default is that cookies are not enabled. If that is the case, you will have difficulty accessing the NCC website's look up features, the NCC store, or the NCC Online Education Program. This is true for the vast number of web sites you would visit. For NCC, the critical information that needs to be remembered is for example, online education—we need to know what you ordered so that the reading materials, the test and CE certificate relate to the module you purchased.

When cookies are not enabled, you can encounter the following errors, your shopping cart is empty, your password has expired or there is an error on the NCC web site. AOL users are most commonly affected but difficulty with any browser can occur if cookies are not enabled. The way to enable cookies for AOL is listed below. For other web browsers, it is similar but the specific menu may be a little different.

### AOL 8.0

From the AOL Toolbar, select Settings.  
Select Preferences  
Select Internet Properties  
Select the Privacy tab  
Select Advanced  
Deselect override automatic cookie handling button  
Click OK to exit.

This information is also available on the Troubleshooting section of the NCC website.

### SPAM Is Not Only a Canned Meat

Spam filters are commonly used today and they are a good thing, but they also can have unintended consequences. If you order an online module from NCC, your reading materials and test come to you via email. If you don't designate

NCC as a trusted source, the best case scenario is the email message will go to your junk email listing, but the worst case scenario is it dissipates into cyberspace. NCC also has the same problem when responding to email requests or correspondence. When we email back, the email message is bounced back to us because the Spam filter doesn't recognize us. So, remember this if you use Spam filters. Any email that comes from the NCC website will have the following email address [bgrossklags@nccnet.org](mailto:bgrossklags@nccnet.org). Put us in your trusted sources and you will get the NCC email you want. If you email a specific staff member and have a Spam filtering system, remember to add them to your trusted sources or you may not receive an answer back.

### Check Your Email Address

A common complaint we receive is that a person orders a self assessment online module and never receives the emails with the reading materials or tests. The most common reason for that is the person entered an incorrect email address. We do ask you to enter your email twice to reduce the error but this commonly occurs. We get a failed email message back, and 9 out of 10 times we can't

identify it. If your email does not have your name, we cannot track it. So please double check when you enter in your email address and you must put in the address you want the reading materials and tests to be sent to. Here is the other common problem: the email entered in with the order is different than the email where the person is going to take the test.

### Time Out

This has nothing to do with an unruly 4 year old, but time out is a problem that can occur on any website, not only NCC's. The demonstrable situation where this occurs is when someone is taking an online test and leaves the test open for a long period of time. When they are ready to submit the answers, an error message or a total disconnect from the web occurs. Any internet system will "time out" if there is no interaction with the internet server. For taking the online test, server interaction occurs when you send the answers for scoring, not when you are entering in your answers. The length of time for which timing out is a problem is dependent on your internet service provider and it varies from ISP to ISP.

A related problem with online maintenance is—when someone enters a lot of data over a long period of time. When it is time to submit the form, the system records an error. The best way to avoid this problem is to enter the CE that closely equal 45 contact hours. Virtually, every time a time out occurs, the person has entered hours and hours of CE time that far exceed the requirements. The system simply can't handle it.

### Those Pesky Firewalls

Firewalls work, but sometimes to your detriment. Firewalls are security measures many employer networks utilize to screen out unsolicited or virus laden email messages as well as theft of computer data. If you are using a computer at work to order NCC online, modules, the emails with the reading materials and tests may be blocked out by the firewall. If you are planning to use NCC's online education from work, make sure you contact your IT Department to insure that you can do it.

Technology can be wonderful or extremely frustrating. We hope this information will help you optimize your experience with NCC's computer/web featured services and products.

# THE NCC WEB SITE

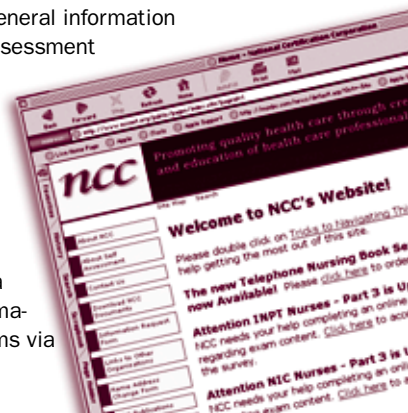
## www.nccnet.org

A new and improved website will be coming your way this fall, but this article **will focus on providing tips on how best to navigate the current NCC web site.** The website is designed so that you can access most anything from the home page.

The home page is divided in three parts:

**Left hand Column** This column lists basic information links or action links. You can obtain general information about NCC, the Self Assessment Program, Test Dates and Sites and links to other organizations.

The action links allow you to download NCC publications or documents, contact NCC via email, or request information about NCC programs via mail.



**Center Column** The center column features what's new or upcoming, deadlines, featured programs, invitations to participate in surveys, etc. Here is where you would find links to the self assessment store, participate in content validation surveys, or learn about a new product or service.

**Right hand Column** This is in effect the NCC site map. In alpha order, it lists all the various products, services or issues relative to NCC. So if you have a colleague looking for study materials for the certification exam, you'd click on the link "how to study". If you want to know if the CE course you took is counted as primary hours, you'd click "maintenance primary hours" or "other". If you wanted to know what CE is available for women's health, you'd click "CE for women's health...."

In addition, you can always check on what contact information NCC has on file for you. In the upper right hand corner, the home page, there is a hyperlink of RNC/Members. Click on this and enter your ID information and your name, address, email, specialty and due date will be displayed.

If you run into technical problems with the website, click on **Tricks to Navigating This Site** on the homepage.

Common issues encountered and their solutions are listed there. Any website problem, email, [bgrossklags@nccnet.org](mailto:bgrossklags@nccnet.org) for guidance.

# IN SEARCH OF TEST ITEM WRITERS

## 2004 NCC Item Drive

Yes, I want to participate in NCC Item Drive

### How do we contact you?

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Credentials e.g. RNC, MSN

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State ZIP

\_\_\_\_\_  
Daytime Telephone (include area code)

\_\_\_\_\_  
Email address

What specialty is your NCC certification or certificate of added qualification?

Check one  INPT    NNP    WHNP  
 HROB    REIN    AWHC  
 EFM    BF    GR  
 MC    ME

In recognition of the high interest displayed in those wishing to be considered participants at the Item Writer Workshops, NCC will be sponsoring an item drive this fall. This will be your opportunity to participate in the test development process for the NCC certification and subspecialty examinations.

### This is how it will work. If you are interested:

- Please complete the item writer interest application to the left or fill out the form on the NCC website. This must be received by September 20, 2004.
- On October 20, 2004, a 5 item writing assignment along with a free CD ROM of the IWW workshop presentations will be sent to you. The CD ROM will provide guidance on the nuts and bolts of item writing.
- You will be required to return the items to NCC by November 22, 2004 for the items to be accepted for review.
- Please note: you will need to submit a reference for each item you write.

The CD ROM is specialty specific and will provide an overview of item writing rules and will describe the NCC test development process in detail. The CD ROM will be yours to keep and will be a valuable resource for your professional endeavors. We encourage your participation in this most important professional activity. Assist in making the NCC certification exams the best they can be. We welcome your participation. Remember, the interest application must be received by September 20, 2004.

## Just the Facts

Test Results of Those Taking NCC Certification and Subspecialty Examination in 2003\*

**Did You Know...**  
86% of those due to maintain their certification in 2003 did!

<u>Core Certification Examinations</u>	<u>Percentage Passing</u>
Women's Health Care Nurse Practitioner	98%
Inpatient Obstetric Nursing	79%
Neonatal Intensive Care Nursing	86%
Neonatal Nurse Practitioner	86%
Low Risk Neonatal Nursing	73%
Maternal Newborn Nursing	84%
Telephone Nursing	88%
<u>Subspecialty Examinations</u>	<u>Percentage Passing</u>
Electronic Fetal Monitoring	91%
Breastfeeding	53%
Gynecologic Reproductive Health	75%
Menopause Clinician	95%
Menopause Educator	100%

\*Combined Computer and Paper/Pencil Test Candidates

# THE NCC SELF ASSESSMENT PROGRAM – *HOW IT WORKS*

The self assessment program has two formats. Modules come in traditional hard copy formats or an online web version. There are different modules for each format (see accompanying article for specialty content covered).

## **HARD COPY FORMAT**

When you order a hard copy module (orders can be taken by mail, via the NCC website store or via fax), you will receive a module packet that will contain the following:

- a book or a series of articles in the mail to read.
- a self assessment exam to take
- answer sheet to complete

You record your answers to the test questions on to the answer sheet and then mail the answer sheet to NCC. NCC scores hard copy module answer sheets once a month. Answer sheets received by the 5<sup>th</sup> of the month will be scored that month and a score report and certificate of completion will be mailed by the 20<sup>th</sup> of the month. This schedule is important to remember in relation to when you send your maintenance application. If you are due to maintain September 30<sup>th</sup>, you must have your answer sheet into the NCC office no later than the 5<sup>th</sup> of September to maintain your certification by September 30<sup>th</sup>.

You will receive a score report and certificate of completion for each module for which you sent in an answer sheet on the above schedule.

If you are unsuccessful in earning your CE, you have one more opportunity to resubmit your answer sheet for scoring at no charge.

## **ONLINE/WEB FORMAT**

When you order an online web module (you can order online/web modules only through the NCC website's store), you will receive:

- two emails from [bgrossklags@nccnet.org](mailto:bgrossklags@nccnet.org)  
one email will contain the reading materials and a password  
one email will contain the self assessment test and a password
- These emails will contain hyperlinks to print out or download to your computer screen the reading materials and the test. The passwords will also be needed to access the materials.

When you click on the hyperlink in the email, it will ask for your ID number (SS#) and your password code. Once entered, the reading materials or test will appear and you can either read it from the screen or print them to your printer or save them as a file on your computer.

NCC does not have these passwords on file so it is important that you keep them.

The reading materials and test are saved as a PDF file and can be read only through Adobe Acrobat Reader so you need to make sure you have this software on your computer. The software is free and can be obtained by going to [www.adobe.com](http://www.adobe.com). Converting documents into PDF files allows individuals to read documents no matter what software was used to generate the documents because it is a common format. Adobe provides the reader software free to anyone.

It is recommended that you print out the reading materials and test. When you are ready to take the test, it is additionally recommended that you manually enter your answers on the printed copy of the test. Then go into your NCC email with the test hyperlink and access the test (same procedure as above) and record your answers on the web version of the test.

The reason we recommend this is it prevents the system from timing out. If the test is open too long without sending the answers to the computer server, you can be disconnected and you may or may not be able to get back in. By pre-recording the answers manually, you can quickly record your answers and avoid this potential problem. The amount of time before timing out occurs is based on your internet service provider set up.

- Once you submit your answers and have answered at least 70% correct, you will receive your CE certificate within a few minutes, again via email from [bgrossklags@nccnet.org](mailto:bgrossklags@nccnet.org). Open the email and print out your certificate. It is important to have your email set to HTML format since the certificate has the NCC logo and email set to text format may be unreadable.

Remember you have only two opportunities to access the links and to successfully earn the CE credit.

# NCC SELF ASSESSMENT PROGRAM

An RNC can use ANY NCC self assessment module to meet primary hour requirement for maintenance of core certification regardless of specialty area. This does not apply to certificates of added qualification. All Standard Series and Book Series Modules earn 15 contact hours and can be used to earn a discount on certification maintenance fees. All web/online modules earn 5 or 10 contact hours and can be used to earn a discount on certification maintenance. A minimum of 15 contact hours must be earned to qualify for a discount.

## Current modules available include:

**HARD COPY FORMAT.** – *You receive these modules in the mail*

### Standard Series

The Standard Series is composed of a series of articles and a test. You take the test at home and send the answer sheet back to NCC. Modules are scored on a monthly schedule.

#	Name	RNC Price	Non-RNC Price
1A04	Antepartal Testing	\$59	\$79
1B04	Infertility	\$59	\$79
1C04	Menopause	\$59	\$79
1D04	Pap Smears Diagnosis & Management	\$59	\$79
1E04	Women & Heart Disease	\$59	\$79
1F04	Contraception	\$59	\$79
2A04	High Risk Obstetric Conditions	\$59	\$79
2B04	Labor Management	\$59	\$79
2C04	Tocolytic Therapy	\$59	\$79
2D04	Intrapartum Nursing	\$59	\$79
3A04	Management Issues Caring for Preterm Neonates	\$59	\$79
3B04	Neonatal GI Disorders	\$59	\$79
3C04	Physiologic Basis of Neonatal Care	\$59	\$79
3D04	Neonatal Nutrition & Infant Feeding	\$59	\$79
3E04	Breastfeeding	\$59	\$79
3F04	Newborn Assessment	\$59	\$79
3G04	Postpartum	\$59	\$79
3H04	Newborn Assessment II	\$59	\$79

### Books Series

The Standard Series is composed of a book and a test. You take the test at home and send the answer sheet back to NCC. Modules are scored on a monthly schedule. Multiple modules may be offered based on the same text.

#### Obstetric Ultrasound

A104	Physiology of Obstetric Anesthesia (based on the book Obstetric Ultrasound)	\$89	\$114
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#### Obstetric Anesthesia

(based on the book Ostheimer's Manual of Obstetric Anesthesia) (Multiple modules available)

NB code = no book for those buying a second module from same book series

A204	Pain Management in Labor & Delivery	\$89	\$114
A204NB	Pain Management in Labor & Delivery	\$69	\$94
A304	Obstetric Complications	\$89	\$114
A304NB	Obstetric Complications	\$69	\$94

#### EKG Monitoring

(based on the The Only EKG Book You'll Ever Need) (Multiple Modules)

K104	EKG Basics	\$89	\$114
K104NB	EKG Basics	\$69	\$94
K204	EKG Interpretation and Management	\$89	\$114
K204NB	EKG Interpretation and Management	\$69	\$94



**Telephone Triage for Ob/Gyn**

(based on the book Telephone Triage for Obstetrics and Gynecology) (Multiple Modules)

T0105	Telephone Triage for Obstetrics	\$99	\$124
T0105NB	Telephone Triage for Obstetrics	\$79	\$114
T0205	Telephone Triage for Gynecology	\$99	\$124
T0205NB	Telephone Triage for Gynecology	\$79	\$114
<i>Coming Soon!</i>	Electronic Fetal Monitoring		

ORDER ONLINE AT [www.nccnet.org](http://www.nccnet.org) or fill out the order form on page 15. No phone orders. You can fax orders to 312-951-9475.

**Online Series**

You can order **ONLY** online from the NCC store

The Online Series is composed of a book chapter and a test. You take the test online at your computer. Reading materials and test are sent to your email address. Scoring of module is instantaneous when you submit your module. Your certificate of completion is emailed once your online module is scored (certificates are emailed within a few minutes after you submit your answers for scoring.)

Each online module earns 5 contact hours.

<u>Name</u>	<u>Price</u>
Comfort and Pain Management in Childbirth	\$12
Dermatologic Manifestations of Neonatal Bacterial Infections	\$12
Dermatologic Manifestations of Neonatal Fungal Infections	\$12
Dermatologic Manifestations of Neonatal Viral Infections	\$12
Infertility	\$12
Labor Support	\$12
Neonatal Pain and Pain Relief	\$12
Perinatal Developmental Pharmacology	\$12
Pharmacology in Neonatal Care	\$12
Osteoporosis	\$12
Pharmacology: Antidepressants & Mood Stabilizers	\$12
Pharmacology: Drugs Related to Male Reproductive Disorders	\$12
Pharmacology: Drugs Related to Women's Health & Disorders	\$12
Pharmacology: Postpartum and the Newborn	\$12
Pharmacology: Labor, Delivery and the Preterm Neonate	\$12
Pharmacology: Pregnancy and Preterm Labor	\$12

**Coming Soon**

All based on the chapter in the book *Maternal, Fetal and Neonatal Physiology, A Clinical Perspective* by Susan Blackburn

Fetal Respiratory Physiology	\$12
Maternal Respiratory Physiology	\$12
Neonatal Respiratory Physiology*	\$24
Postpartum Physiology	\$12
Lactation	\$12
Uterine Physiology and Parturition*	\$24
Bilirubin Metabolism	\$12

*\*Earns 10 contact hours*

ORDER ONLINE AT [WWW.NCCNET.ORG](http://WWW.NCCNET.ORG)

YOU CANNOT ORDER ONLINE MODULES BY PHONE, FAX OR MAIL.

**How to Earn Discounts on Maintenance Fees through the use of NCC Self Assessment Program**

*Discounts can be earned by using NCC Self Assessment module in any combination of standard, book or web/online module as follows:*

Earn 15 contact hours from the use of the NCC Self Assessment modules, the maintenance fee is \$70

Earn 30 contact hours from the use of the NCC Self Assessment modules, the maintenance fee is \$60

Earn 45 contact hours from the use of the NCC Self Assessment modules, the maintenance fee is \$50



# Pretest Program is Going Computer

The NCC Pretest Program will soon be offered via computer. The pretest program is a mechanism whereby newly developed test questions are pretested in real time, just like a certification examination. This provides an evaluation of the test questions prior to being used to assess the knowledge of the RNC as part of the credentialing process. For the last several years, pretests were offered only via paper and pencil testing. The program will soon be offered via computer as well. The exact dates for the computer debut have not been set but the program will be offered for a window of time each year via computer at more than 100 Applied Measurement Professional (AMP) test centers across the country. AMP is NCC's testing vendor for computer testing. To review available sites, go to [GOAMP.com](http://GOAMP.com).

RNCs who participate in the pretest program will be able to earn 15 contact hours toward their certification maintenance. Those participating in the program provide a valuable service in the test development process. While every effort is made to write questions that perform well and differentiate those who know the information from those who don't, item writing is not a precise science, but an art. The pretest mechanism provides valuable performance data on each item and verifies that a question tests appropriately before it is counted for anyone's score on a certification examination.

Pretests are only given for the following core examinations: Women's Health Care Nurse Practitioner, Inpatient Obstetric Nursing, Neonatal Intensive Care Nursing, Low Risk Neonatal Nursing, Neonatal Nurse Practitioner and Maternal Newborn Nursing. The NCC subspecialty examinations and some of NCC's newer examinations don't have enough backlog of questions in the question bank to be available for pretest in this format.

The cost of the computer pretest is \$85. You will earn 15 contact hours for your participation.

If you would be interested in participating in the computer pretest program, please fill out the coupon to the right. When the program is finalized, you will receive a notice when it begins. You can also fill out the coupon online at the NCC website. You can also check the NCC website for ongoing updates on the program. We need you and welcome your participation.

## Pretest Program is Going Computer

# COUPON

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

Certification \_\_\_\_\_

Mail to NCC, P.O. Box 11082, Chicago, IL 60611

or complete the form on the NCC website

[www.nccnet.org](http://www.nccnet.org)



10  
ncc

# Fax

1-800-367-5613  
ON REQUEST LINE

You can have any NCC publication faxed to you at any time 24 hours a day, seven days a week. By calling, the 800 number above, you can receive a maintenance catalog, registration catalog for any NCC exam, self assessment order brochure or a pretest brochure via fax. When you call, follow the menu. The publication codes are as follows. At the prompt, enter the publication code and then enter your fax number as directed.

00	A list of the publication codes	1 page
10	2004 Core Maintenance catalog	13 pages
11	Subspecialty Maintenance catalog	11 pages
20	Core Examination Registration Catalog <i>(includes inpatient obstetric nursing, neonatal intensive care nursing, low risk neonatal nursing and maternal newborn nursing materials)</i>	23 pages
21	Breastfeeding Subspecialty Exam Registration Catalog	23 pages
22	Nurse Practitioner Examination Registration Catalog <i>(includes Women's Health Care Nurse Practitioner and Neonatal Nurse Practitioner materials)</i>	24 pages
23	Electronic Fetal Monitoring Subspecialty Examination Registration Catalog	18 pages
24	Menopause Clinician and Menopause Educator Subspecialty Examination Registration Catalog	18 pages
25	Telephone Nursing Practice Registration Catalog	19 pages
26	Gynecologic Reproductive Health Subspecialty Examination Registration Catalog	26 pages
30	Pretest Brochure and Application	6 pages
40	Self Assessment Order Brochure	4 pages

## Fee increases

Effective July 1, 2004, the following fee increases are going into effect:

*These fees are being increased due to increase in volume of requests*

- ▲ Maintenance Extension Fee will be \$30
- ▲ Verification Fee for RNC requests for state board verifications will be \$30
- ▲ Verification Fee from third parties will be \$30 if they will accept a letter from NCC if specialized forms need to be completed, the fee will be \$45\*
- ▲ Reinstatement Fee will be \$175 for all who lapsed in 2004.

*Due to confidentiality concerns, verifications will no longer be faxed. If immediate service is needed, the requester will need to provide federal express number for NCC to use or an additional \$25 will be charged by NCC.*

*\*Request from state boards of nursing are exempt from the additional \$15 fee.*

## Did you Know....

from 9/1/03 to 5/10/04 NCC sent in response to mail, email, web, and phone requests

9,951 exam registration catalogs  
1,728 self assessment order forms  
1,290 maintenance catalogs  
801 pretest catalogs  
333 Institutional Certification brochure

6,921 changes to RNC name, address or other  
contact information  
processed 10,489 maintenance applications  
processed 2193 examination applications

# 2004

### Board of Directors Election will be on the web.

Information about nominees for the 2004 directors of the NCC Board will be posted on the web this summer. You will receive a postcard mailing inviting you to vote for the slate by visiting the NCC website.

[www.nccnet.org](http://www.nccnet.org)

11  
NCC

# A Night To Remember

Susan Blackburn receives the NCC President's Award

Three Long Time NCC Board Directors Complete Terms of Service

**O**n the evening of December 8, 2003, Susan Blackburn, RN, C, Ph.D, was awarded the NCC President's Award for her long and prestigious service to NCC. Dr. Blackburn serves as Chair of the Neonatal Intensive Care Nursing Content Team and has done so since 1981 and has been involved in the NIC exam's development since 1979 when the examination was first contemplated. She has also served as faculty for NCC's Item Writer Workshops and has contributed to many other NCC committees and task forces.

With the theme, *Nobody Does It Better*, Mimi Bennett, 2003 NCC President, presented the crystal sculpture President's award to Dr. Blackburn commemorating her many contributions to NCC. During her tenure as Chair of the NIC Content Team, over 11,000 NIC nurses have been certified. NCC is grateful for her commitment to quality which is reflected in the performance of the NIC exam. She has served as a role model for many RNCs and is building a remarkable legacy of excellence for others to follow. Thank you, Susan.

While this occasion was a joyous one, in recognizing Susan Blackburn, it was also bittersweet in that three long term NCC Directors were leaving the Board after serving their maximum terms; namely Emily (Mimi) Bennett, RNC, MS, WHNP, Tom Buckley, RNC, MSN, and Nancy Jo Reedy, RN, CNM, MPH. Collectively, these directors have donated a combination of more than 35 years of service to the organization. NCC was fortunate to have their wisdom, knowledge, expertise and leadership in carrying out the policy functions of the organization. Thank you all.



Mimi Bennett and Fran Byrd



Tom Buckley



Nancy Jo Reedy

## Subspecialty Exams in Gynecologic Reproductive Health, Breastfeeding and for the Menopause Educator Are To Be Discontinued.

In a recent action, the NCC Board of Directors has decided to discontinue offering the following subspecialty examinations: Gynecologic Reproductive Health, Breastfeeding and Menopause Educator. The decision was based on lack of candidates signing up for the examinations. The examinations will be offered through the end of 2004.

The Electronic Fetal Monitoring and the Menopause Clinician subspecialty examination will continue to be offered.

# Changes in Test Administration

# 2005

While computer testing is gaining more popularity, NCC is still committed to giving health care professionals, RNCs and institutions a choice to take the examinations either by computer or in the traditional paper/pencil format. Beginning in 2005, NCC, however, will no longer sponsor published test sites for the paper/pencil testing. Test sites for this option of testing will be done by request for special test site sponsorship only. The annual test date for paper and pencil testing in 2005 will be FRIDAY, August 14, 2005.

The basic components of establishing a special test are:

- ✓ Requests to become a special test site must be received by NCC no later than May 6, 2005 and must be approved by NCC.
- ✓ A minimum of **six (6)** persons is required to establish a special site.
- ✓ Any NCC examination counts toward meeting the person minimum including core, subspecialty or pretest examinations.
- ✓ Special test sites must provide a testing facility at no charge to NCC. (*Site must accommodate seating each test taker every other seat*)
- ✓ Special sites must provide proctors at no charge to NCC, minimum of two proctors per site and one additional proctor for each additional 25 test takers.
- ✓ Six or more examination applications must be sent to NCC by the stated filing deadlines (to be determined).
- ✓ Applications must be submitted as a group with individual exam fee payments (*checks or credit card*). Group payments will not be accepted.
- ✓ All policies and deadlines apply to special site candidates. Incomplete applications will be returned and may result in candidates not being allowed to test.

## Special Test Site Request

Mail to NCC, P.O. Box 11082, Chicago, IL 60611 or fill the Special Site Form on the NCC website [www.nccnet.org](http://www.nccnet.org)

Name

Title

Institution

Address

City, State, Zip

Phone

Email

Estimated number of examinees

A request to become a special test site must be received in the NCC office no later than May 6, 2005.

Complete the form on this page if you would like to receive information on how to set up a special test in 2005 for your institution. Or complete the interest form on the NCC website.

# NCC CALL CENTER

How to Contact Us  
312-951-0207

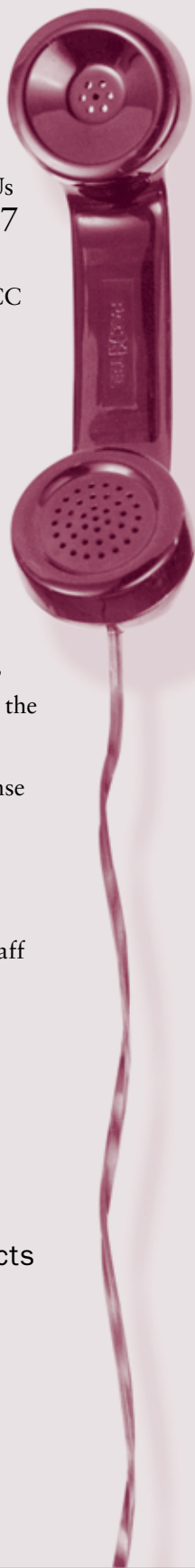
NCC has established a NCC Call Center to handle our daily phone calls. The call center personnel will be able to answer the majority of your questions about NCC exams, programs and services. When callers ask about a special matter or situation, this call will be referred to the NCC specialist staff and you will have a response within 24 hours.

You can always contact the NCC administrative staff directly via email:

Betty Burns,  
Executive Director  
[bburns@nccnet.org](mailto:bburns@nccnet.org)

Barb Grossklags,  
Director Special Projects  
[bgrossklags@nccnet.org](mailto:bgrossklags@nccnet.org)

Barbara Cleveland,  
Manager, Operations  
[bcleveland@nccnet.org](mailto:bcleveland@nccnet.org)



## Content Validation/ Task Analysis Surveys

Thank you to all who have participated in the web based content validation surveys. As part of the test development of psychometrically sound and legally defensible certification examinations, periodically the certified populations are surveyed in regard to knowledge, skills and abilities they utilize in their day to day practice. Since last July, a series of content validation surveys for all NCC examinations have been posted on the NCC website. All RNCs were invited to participate either by email notice or postcard mailing.

The data from these surveys is reviewed by the content teams relative to potential changes in the focus or the content of what will be tested on a certification examination. The surveys are integral part of insuring that certification examinations reflect the current practice of the specific specialists.

Results of the surveys will be posted on the NCC website as the final review of the information by the content team is completed.

For all RNCs who participated, thank you for your valuable input and feedback.

## National Council of State Boards of Nursing Recognizes NCC

For Advanced Practice examinations, the National Council of the State Boards of Nursing has established criteria for certification and accrediting organizations to be recognized for regulatory purpose since a majority of state boards of nursing recognize certification for the basis in part of APRN Licensure. In a letter dated March 16, 2004, the National Council indicated that "NCSBN has determined that your <NCC> certification program meets the NCSBN criteria based on the accreditation of ABNS or NCCA." NCC will need to report other requested information about the certification program to the National Council on an annual basis and will be required to respond to any issues that might be raised by the state boards regarding the certification program. NCC sponsors two advanced practice examinations for the Women's Health Care Nurse Practitioner and the Neonatal Nurse Practitioner.

For more information about National Council Criteria, visit the National Council website at [www.ncsbn.org](http://www.ncsbn.org) and select nursing regulation from the menu on the home page.

# Self Assessment Order Form

See page 8 & 9 for available modules

It takes approximately one week to process a Self Assessment order.

Quantity	Module Number	Module Title	RNC Price	Non-RNC Price

**How did you learn about the Self Assessment Program?**

- Direct Mail       NCC Poster       Other  
 Advertisement       Colleague  
 NCC Website

<b>Subtotal</b>	
Shipping is included. List Federal Express only if desired. Add \$10 for 4 day service	
<b>Total Due</b>	

Name of Participant (If not the participant earning the CE, please provide name on a separate sheet of paper)

Address

City, State, Zip

Daytime Telephone E-mail

Social Security Number (To be used for ID purposes only.)      RN License #      Exp. Date      State

**PAYMENT:**       Check or Money Order (payable to NCC)       Visa       MasterCard

Credit Card Number Expiration Date

Name on Card

Signature of Cardholder

**Orders without payment will be returned.**  
**Books and articles cannot be sold separately. Modules cannot be returned for refund.**  
 NCC Self Assessment, P.O. Box 11082, Chicago, IL 60611-0082  
**Fax Orders:** (312) 951-9475 • **Web Orders:** www.nccnet.org



**How to Best Reach**

**NCC**

**PO Box 11082  
Chicago, IL 60611-0082**

**Normal Business Hours**

9:00 a.m. to 4:00 p.m.  
*(central time)*  
Monday - Friday

NCC Call Center  
Telephone Number  
**312-951-0207**

**[www.nccnet.org](http://www.nccnet.org)**

**Frances H. Byrd, RNC, MPH**  
President

**Suzanne Reiter, RNC, NP, MSN, MM**  
Vice President

**Mary Ann Wilson, RNC, MS**  
Secretary-Treasurer

**Betty Burns, CAE**  
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