



# Criteria for Recertification

CERTIFIED REGISTERED  
NURSE ANESTHETIST

*...providing quality anesthesia*

*services for more than a century.*

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This brochure contains information about the NBCRNA Council on Recertification’s criteria for recertification. **Certified Registered Nurse Anesthetists are responsible for knowing the contents of this brochure.** All correspondence and requests for information regarding recertification should be sent by e-mail to the NBCRNA at [recertification@nbcna.com](mailto:recertification@nbcna.com).

The NBCRNA does not discriminate on the basis of race, color, religion, marital status, age, gender, ancestry, physical or mental disability, medical condition or sexual orientation.

NBCRNA credentialing programs are accredited and recognized by the following organizations:



## ■ Introduction

### ■ National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA)

The National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA) is a not-for-profit corporation organized under the laws of the state of Illinois. The NBCRNA's two councils – the Council on Certification of Nurse Anesthetists (CCNA) and the Council on Recertification of Nurse Anesthetists (COR) – carry out the credentialing activities of the NBCRNA.

Every day, in health care facilities all across this country, nurse anesthetists have responsibility for the lives and health of patients to whom anesthesia is administered. In order to discharge this important responsibility, nurse anesthetists must develop specialized knowledge and sophisticated skills. They must also keep up with rapidly evolving scientific and technological advances. Finally, they must be free of any impairment which may prevent them from administering anesthesia professionally.

Through the recertification process, the NBCRNA seeks to advance the quality of nurse anesthesia care provided to patients. Specifically, it endeavors to make sure that nurse anesthetists are maintaining their skills and keeping current with scientific and technological developments. It also strives to assure that appropriate limitations are placed on those who are known to have developed conditions that might adversely affect their ability to practice nurse anesthesia.

To be sure, no national organization can hope to determine the specific procedures which any individual nurse anesthetist is qualified to perform. Nor can any national organization determine whether a particular nurse anesthetist may have developed an impairment that could interfere with the proper administration of anesthesia. Ultimately, these judgments must be entrusted to the individual nurse anesthetist and to those with whom he or she works. The NBCRNA has, however, set forth objective criteria designed to determine whether an individual Certified Registered Nurse Anesthetist is properly licensed, has engaged in the practice required to maintain an adequate level of skill, has obtained continuing education credit sufficient to indicate an effort to keep current with advances, and has avoided mental, physical and other problems which could interfere with the practice of nurse anesthesia.

A nurse anesthetist who has satisfied the NBCRNA's objective criteria receives recertification for a period of two years. Recertification is not and cannot be a guarantee of competence to perform all nurse anesthesia procedures. Full recertification is, however, an indication that the recertified nurse anesthetist has maintained a current license to practice, has exercised his or her skills, has participated in approved continuing education activities and is not known to have developed any impairment that could interfere with the administration of anesthesia.

The NBCRNA also recognizes that some individuals who have not met the Criteria for Recertification may nonetheless be qualified to practice, although sometimes subject to certain limitations. For this reason, the NBCRNA has created two categories of interim recertification. These categories are designed to reflect the particular situations of individual nurse anesthetists and to make potential employers or colleagues aware of these situations.

Finally, the NBCRNA seeks to conduct the recertification process in a fair manner. Accordingly, it gives nurse anesthetists an opportunity to seek review and appeal of any adverse decision. Throughout the recertification process, the NBCRNA attempts to keep an individual's file confidential unless disclosure is authorized by the individual or required by law.

In summary, NBCRNA credentialing provides assurances to the public that certified individuals have met objective, predetermined qualifications for providing nurse anesthesia services. While state licensure provides the legal credential for the practice of professional nursing, private voluntary certification indicates compliance with the professional standards for practice in this clinical nursing specialty. The certification credential for nurse anesthetists has been institutionalized in many position descriptions as a practice requirement or as the standard for demonstrating equivalency. It has been recognized through malpractice litigation, state nurse practice acts, and state rules and regulations.



## ■ ■ Vision

The NBCRNA is the recognized leader in nurse anesthesia credentialing.

## ■ ■ Mission

The NBCRNA offers certification and recertification programs that are tailored to specific professional standards of nurse anesthesia practice and promote patient safety.

## ■ ■ Introduction to NBCRNA Council on Recertification of Nurse Anesthetists (COR) \_\_\_\_\_

### ■ ■ History

The Board of Directors of the AANA realized that evidence of continued professional excellence was becoming increasingly important in our society and in 1968 directed the AANA Education Committee to study the issue of recertification. At the AANA Annual Meeting in 1969, a bylaw was adopted to establish an optional program to provide certificates to members who had demonstrated they had completed clinical and didactic experiences reflective of the changes in nurse anesthesia practice within a five-year period. Recognizing that continuing education provides one means to assess current educational and knowledge levels of practitioners, a mandatory continuing education program was adopted by the AANA membership at the 1976 Annual Meeting, with full implementation effective August 1, 1978. In September 1978, the membership adopted the bylaw revisions providing for an organizational restructuring of the Association and establishing a Council on Recertification of Nurse Anesthetists. Bylaw provisions granting the COR autonomy were adopted in 1983. In 2007, the Council on Certification of Nurse Anesthetists and the Council on Recertification of Nurse Anesthetists joined to form a new corporation, the National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA).

### ■ ■ Purposes

The COR is charged with protecting and serving the public by assuring that individuals who are recertified have maintained predetermined requirements for providing nurse anesthesia services. As such, it is responsible for the following:

1. Formulating and adopting criteria for eligibility for recertification of Certified Registered Nurse Anesthetists based upon current licensure, maintenance of practice skills, participation in approved continuing education activities and other recognized activities conducive to professional proficiency, and freedom from known mental or physical impairments which may prevent the professional practice of nurse anesthesia; and
2. Recertifying qualified Certified Registered Nurse Anesthetists on a biennial basis.

### ■ ■ Structure

The COR is composed of certified registered nurse anesthetists who are actively engaged in clinical practice or in teaching or administration of a nurse anesthesia educational program; a board certified physician who has a current working relationship with nurse anesthetists; and a representative of the public at large, all of whom are Directors of the NBCRNA.

### ■ ■ NCCA Accreditation

The credentialing programs of the NBCRNA are accredited by the National Commission for Certifying Agencies (NCCA) a private not-for-profit organization. The NCCA is the accrediting branch of the Institute for Credentialing Excellence (ICE) (formerly the National Organization for Competency Assurance - NOCA) which is the national standard setting organization for credentialing groups including certification boards, licensing boards and associations. The NBCRNA (and before it, the COR) has been continuously accredited by the NCCA since 1980. NCCA accreditation means that the NBCRNA credentialing programs meet the highest national voluntary standards for private certification. It indicates that the program has been reviewed by an impartial commission and deemed to have met the nationally accepted criteria and guidelines of the NCCA.

## ■ ■ ABNS Recognition

The NBCRNA (and before it, the Council on Recertification) was one of the first national credentialing organizations to be recognized and approved by the Accreditation Board for Specialty Nursing Certification (ABSNC) of the American Board of Nursing Specialties (ABNS). The ABNS, established in 1991, is the national peer review program for specialty nursing credentialing organizations. ABNS serves as the national umbrella organization for nursing specialty certification boards authorized and recognized to certify nurse specialists in the United States. It promotes the highest quality of specialty nursing practice through the establishment of standards of professional specialty nursing certification.

## ■ ■ Criteria for Recertification

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### A. Categories of Recertification

In order to take into account the different situations of applicants for recertification, the NBCRNA recognizes two categories of recertification: Full and Interim Recertification.

#### 1. Full Recertification

Applicants who fulfill all recertification criteria are granted Full Recertification.

#### 2. Interim Recertification

The two categories of interim recertification are Provisional Recertification and Conditional Recertification. The purpose of these two categories is to provide for those individuals who, for a specific reason and for a limited period of time, may not be in full compliance with all recertification criteria. A more complete description of these categories is set forth below in the Criteria covering Provisional and Conditional Recertification.

### B. Criteria for Full Recertification

In order to receive Full Recertification, an applicant must comply with all of the following requirements:

#### 1. Initial Certification

Receipt of initial certification by the NBCRNA Council on Certification of Nurse Anesthetists or its predecessor.

#### 2. Licensure

Documentation of compliance with all state requirements for licensure as a registered nurse performing nurse anesthesia, including a current unrestricted license to practice as a registered nurse, with authority to practice nurse anesthesia if such authority is granted, in at least one state and in all states in which the applicant currently practices. For those individuals employed by the United States government, "state requirements" refer to the requirements of any state or territory of the United States.

#### 3. Continuing Education

Documentation of completion of 40 hours of approved continuing education, as set forth in the Continuing Education Program of the AANA, within the two-year period prior to the applicant's upcoming August 1 recertification date or, if the applicant's recertification period is shorter than two years, within such shortened period prior to the applicant's upcoming August 1 recertification date.

#### 4. Practice

Certification by the applicant that he or she has been or will have been substantially engaged in the practice of nurse anesthesia during the two-year period prior to the applicant's upcoming August 1 recertification date and that the record of practice is accurate.

Substantial engagement in the practice of nurse anesthesia generally should consist of a minimum of 850 hours of practice over the two-year recertification period. Because individual practice experiences vary, it is the responsibility of the applicant to assess whether his or her practice experience constitutes substantial engagement and to so certify.

The practice of nurse anesthesia may include clinical practice, nurse anesthesia-related administrative, educational or research activities, or a combination of two or more of such areas of practice. To be nurse anesthesia-related, activities must have

as their primary objective and be directly related to the delivery of anesthesia care to patients or the improvement of delivery of anesthesia care to patients.

The decision as to whether an applicant has satisfied the practice requirement is at the discretion of the NBCRNA.

#### **5. Certifications by the Applicant**

Each applicant must certify that he or she:

- a. does not currently suffer from a mental or physical condition which might interfere with the practice of nurse anesthesia;
- b. does not currently suffer from drug or alcohol addiction or abuse;
- c. has not been convicted of, and is not currently under indictment for, any felony;
- d. has not been the subject of any documented allegations of misconduct, incompetent practice or unethical behavior;
- e. has never had his or her license revoked, restricted, suspended or limited by any state, has never surrendered his or her license, and is not the subject of a pending action or investigation, except for those actions or pending actions that previously were reported to the NBCRNA in writing; and
- f. has been or will have been substantially engaged in the practice of nurse anesthesia during the two-year period prior to the applicant's upcoming August 1 recertification date, and that the record of practice submitted with the application is accurate.

If the applicant does not so certify, he or she must state the reasons with sufficient specificity, and provide full documentation, to allow the NBCRNA to evaluate the possible impact of the problem or action on the applicant's current ability to practice nurse anesthesia, and to resolve the issue to the NBCRNA's satisfaction.

#### **6. Waiver of Liability and Hold Harmless Agreement**

Each applicant for recertification must sign a Waiver of Liability and Hold Harmless Agreement as part of the application for recertification.

### **C. Application for Recertification**

In order to be recertified, each applicant must submit the following materials to the NBCRNA:

#### **1. Application and Fee**

- a. A completed, signed Recertification Application, including acceptable documentation of continuing education credit, must be received by the NBCRNA no later than the July 31 expiration date of applicant's current recertification or the first date on which a newly certified nurse anesthetist is eligible to recertify.
- b. Payment of all recertification fees.

#### **2. Documentation of Licensure**

- a. Every applicant must submit a copy of his or her current license to practice as a registered nurse, with authority to practice nurse anesthesia if such authority is granted, in at least one state and in all states in which the applicant practices. For those individuals employed by the United States government, the license may be issued by any state or territory of the United States.
- b. If state law prohibits the copying of a license to practice as a registered nurse, the applicant must submit a written statement from the state board attesting to the applicant's current licensure and giving an expiration date for the RN license OR copies of Web verifications of RN and APRN licenses will be accepted in lieu of a paper license.
- c. If the applicant has practiced in more than one state during the prior two-year period, the applicant must provide appropriate documentation of licensure for the relevant time of practice in each state shown on the applicant's record of practice.
- d. If the applicant applies for recertification electronically, he or she will be required to provide appropriate information to allow the NBCRNA to verify registered nurse, and, if applicable, advanced practice nurse licensure for every state in which the applicant has practiced nurse anesthesia during the relevant time period.

### 3. Documentation of Continuing Education

Acceptable documentation of completion of 40 hours of approved continuing education must be provided. All continuing education must be approved by a recognized accrediting/approval agency or organization. Documentation of continuing education credit must indicate the number of credits earned at a particular program or through a particular activity, and must be received by the NBCRNA no later than the July 31 expiration date.

- a. If an applicant's continuing education record is maintained by the AANA, the applicant may not submit documentation of credit directly to the NBCRNA. Acceptable documentation of credit must be transferred by the AANA to the NBCRNA by the July 31 deadline. Note: It may take up to 45 days for continuing education credit to be transferred by the AANA.
- b. If an applicant's continuing education record is not maintained by the AANA, he or she is responsible for submitting acceptable documentation of continuing education credit directly to the NBCRNA by the July 31 deadline.

### 4. Documentation of Practice

Every applicant must submit a record of practice setting forth:

- a. a list of the facilities at which the applicant has practiced clinical nurse anesthesia or performed nurse anesthesia-related administrative, educational, or research services within the preceding two-year period;
- b. the applicant's title at each facility, such as "chief anesthetist" or "instructor";
- c. the address and telephone number of each facility;
- d. the name and phone number of a contact person who can verify employment at each facility; and
- e. the inclusive dates of practice at each facility.

### 5. Effective date of Recertification

- a. If an applicant has complied with all recertification criteria and the NBCRNA has received and processed a complete application, including acceptable documentation of continuing education credit by the July 31 deadline, the effective date of recertification will be August 1.
- b. If an applicant has not complied with the recertification criteria by the July 31 deadline, or the NBCRNA has not received and processed a complete application, including acceptable documentation of continuing education by July 31, the effective date of recertification will be the date on which the recertification criteria have been satisfied and a complete application has been received and processed by the NBCRNA. In such cases an applicant's recertification period will be shortened accordingly. The NBCRNA will not, under any circumstances, extend the July 31 expiration date for compliance with recertification criteria.

## D. Procedures

### 1. Statement on Confidentiality

Any information or material that is received or generated by the NBCRNA in connection with the recertification of a nurse anesthetist will be kept confidential and will not be released except as otherwise provided in these Criteria for Recertification, unless such release is authorized by the nurse anesthetist or required by law. However, the fact that a nurse anesthetist has or has not been recertified, the dates of recertification, and current recertification status, are considered nonconfidential and a matter of public record and may be disclosed.

### 2. Consent

Submission of an application for recertification constitutes consent to investigation and verification by the NBCRNA or its designee of the applicant's license status, experience, record of practice, and other matters which may impact on the applicant's compliance with the Criteria for Recertification. Investigation and/or verification may be conducted either on a random basis or if, in the sole discretion of the NBCRNA, such investigation and/or verification is warranted by the facts presented by a specific application.

### 3. Duty to Notify NBCRNA of Change in Compliance with Criteria

If, at any time during the recertification period, there is a change in an individual's continued compliance with the recertification criteria, the individual must promptly notify the NBCRNA of the change, and the individual's recertification status will, if appropriate, be modified accordingly. Failure to notify the NBCRNA of any such change may, at the discretion of the NBCRNA, result in disciplinary action, including revocation of recertification.

### 4. Revocation, Suspension, or Probation

The NBCRNA may determine that cause exists to revoke an individual's recertification, to suspend an individual's recertification for a specified period of time, or to place an individual's recertification on probation. An individual whose recertification has been placed on probation may, at the NBCRNA's discretion, be granted Provisional Recertification.

### 5. Evaluation of Information by the NBCRNA

The NBCRNA may consider, investigate and evaluate any information which, in its judgment, may affect an individual's compliance with the recertification criteria. Such information may also be referred to an appropriate outside body for further investigation. The NBCRNA shall have no obligation to investigate the professional standing of any applicant or recertified nurse anesthetist or to refer any information to an outside body.

### 6. Recertification Application Forms

Recertification application forms are available to nurse anesthetists either electronically or via mail between 90 and 120 days prior to the expiration date of the applicant's current recertification. It is the responsibility of every nurse anesthetist to notify the NBCRNA of a change of name, address or e-mail address. However, the claim that an applicant did not receive an application form, or that an applicant submitted a form that was not received by the NBCRNA, will not excuse the applicant from payment of a reinstatement fee, from non-retroactive recertification, or from non-renewal of recertification.

## E. Recertification Period

Full recertification is effective for a period of up to two years. Recertification granted on August 1 expires two years later on July 31. Recertification granted at any time other than August 1 expires on July 31, two years following the August 1 immediately preceding the date on which recertification was granted. Recertification expires automatically at the end of the recertification period unless renewed.

## F. New Graduates

New graduates of nurse anesthesia educational programs accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) who achieve a passing score on the National Certification Examination (NCE) and are granted initial certification by the NBCRNA Council on Certification of Nurse Anesthetists must comply with all of the requirements of Section B and must submit all of the materials required in Section C.

## G. Provisional Recertification

### 1. Provisional Recertification -- Pending Review of Application

The NBCRNA may grant Provisional Recertification if there are unresolved questions relating to whether an applicant who has submitted a completed application has satisfied the Criteria for Recertification. The Provisional Recertification card granted under this paragraph shall state that the nurse anesthetist's status is in the process of being reviewed. Upon completion of its review, the NBCRNA will grant or deny recertification.

### 2. Provisional Recertification -- Pending Fulfillment of Practice Requirement

a. **Applicability.** The NBCRNA may grant Provisional Recertification to applicants who are currently able to practice nurse anesthesia but have not been substantially engaged in the practice of nurse anesthesia during the two-year period prior to the applicant's upcoming August 1 recertification date and, therefore, do not meet the practice criterion of the Criteria for Recertification. The Provisional Recertification card granted under this paragraph shall state that the nurse anesthetist does not have the current practice experience required for Full Recertification.

- b. **Eligibility.** In order to be eligible for Provisional Recertification under this section, applicants must:
  - i. Comply with all recertification criteria other than the practice criterion set forth in Section B-4;
  - ii. Submit all application materials required for recertification in Section C; and
  - iii. Fulfill the applicable requirements set forth in paragraphs 2(c) through (e).
- c. **No substantial engagement for two to three years.** For applicants who have not been substantially engaged in nurse anesthesia practice for more than two years but who practiced within three years prior to the next upcoming August 1 recertification date:
  - i. Provisional recertification may be granted if the applicant:
    - (a) meets the criteria set forth in paragraph 2(b); and
    - (b) submits a record of practice as set forth in Section C-4, demonstrating substantial engagement in nurse anesthesia practice within the past three years.
  - ii. Provisional Recertification granted under this paragraph will expire automatically on the July 31 following the date of issuance unless:
    - (a) the Provisional Recertification period was less than twelve months, in which case it may be extended upon request until the following July 31;
    - (b) the applicant submits documentation of substantial engagement in nurse anesthesia practice during the Provisional Recertification period, in which case Full Recertification may be granted; or
    - (c) the applicant petitions the NBCRNA for an extension of Provisional Recertification stating the reasons why an extension is warranted, in which case the NBCRNA will review the petition and may, in its discretion grant an extension for such period as the NBCRNA deems appropriate.
- d. **No substantial engagement for three to five years.** For applicants who have not been substantially engaged in nurse anesthesia practice for more than three years but who practiced within five years prior to the upcoming August 1 recertification date:
  - i. Provisional Recertification may be granted if the applicant:
    - (a) meets the criteria set forth in paragraph 2(b);
    - (b) submits a record of practice as set forth in Section C-4, demonstrating substantial engagement in nurse anesthesia practice within the past five years; and
    - (c) submits documentation of enrollment in the NBCRNA Refresher Program.
  - ii. Provisional Recertification granted under this paragraph will expire automatically on the July 31 following the date of issuance unless:
    - (a) the Provisional Recertification period was less than twelve months, in which case it may be extended upon request until the following July 31;
    - (b) the applicant submits documentation of (i) successful completion of the applicable refresher requirements, and (ii) substantial engagement in nurse anesthesia practice during the Provisional Recertification period, in which case Full Recertification may be granted; or
    - (c) the applicant petitions the NBCRNA for an extension of Provisional Recertification stating the reasons why an extension is warranted, in which case the NBCRNA will review the petition and may, in its discretion, grant an extension for such period as the NBCRNA deems appropriate.
- e. **No substantial engagement for more than five years.** For applicants who have not been substantially engaged in nurse anesthesia practice for more than five years prior to the upcoming August 1 recertification date:
  - i. Provisional Recertification may be granted if the applicant:
    - (a) meets the criteria set forth in paragraph 2(b); and
    - (b) submits documentation of enrollment in the NBCRNA Refresher Program.

- ii. In order to obtain Full Recertification, the applicant also must achieve a passing score on the National Certification Examination (NCE) administered by the NBCRNA Council on Certification of Nurse Anesthetists.
- iii. Provisional Recertification granted under this paragraph will expire automatically on the July 31 following the date of issuance unless:
  - (a) the Provisional Recertification period was less than twelve months, in which case it may be extended upon request until the following July 31;
  - (b) the applicant submits documentation of (i) successful completion of the applicable refresher requirements, (ii) achievement of a passing score on the National Certification Examination (NCE), and (iii) substantial engagement in nurse anesthesia practice during the Provisional Recertification period, in which case Full Recertification may be granted; or
  - (c) the applicant petitions the NBCRNA for an extension of Provisional Recertification stating the reasons why an extension is warranted, in which case the NBCRNA will review the petition and may, in its discretion, grant an extension for such period as the NBCRNA deems appropriate.

- f. **Refresher Requirements.** A clinical refresher program must be established in conjunction with another Certified Registered Nurse Anesthetist or an anesthesiologist and must be conducted at an accredited medical facility. The refresher program must be prior-approved by the NBCRNA.

An applicant has up to 24 months to complete the Refresher Requirements. If the requirements have not been completed within 24 months, the applicant must reapply and begin the refresher course again unless the NBCRNA, in its discretion, determines that extraordinary circumstances warrant further extension.

- g. **Early Application for Full Recertification.** Applicants who complete the applicable requirements for Full Recertification prior to the expiration of their Provisional Recertification may apply to the NBCRNA for Full Recertification at such earlier date.
- h. **Limitations.** The NBCRNA, in its discretion, may deny an applicant more than one period of Provisional Recertification or may extend a Provisional Recertification period for only a limited time.

### 3. **Provisional Recertification -- Pending Completion of Treatment or Rehabilitation Program**

The NBCRNA may grant Provisional Recertification to an applicant who is participating in a drug or alcohol-related or other type of treatment or rehabilitation program provided that the applicant has satisfied all of the Criteria for Recertification. Upon receipt of documentation of successful completion of such a program, the NBCRNA may grant Full Recertification. The Provisional Recertification card granted under this paragraph shall state that the nurse anesthetist is provisionally recertified.

### 4. **Provisional Recertification -- Pending Completion of Probation**

The NBCRNA may grant Provisional Recertification to an individual whose recertification is on probation, provided that the individual has satisfied all of the Criteria for Recertification. Upon completion of the probationary period, the NBCRNA may, at its discretion, grant Full Recertification. The Provisional Recertification card granted under this paragraph shall state that the nurse anesthetist is provisionally recertified.

### 5. **Provisional Recertification -- Pending Outcome of Investigation or Disciplinary or Legal Action**

The NBCRNA may, at its discretion, grant provisional recertification if an applicant's license is the subject of a pending investigation, or if the applicant is awaiting the outcome of a pending disciplinary or legal action, hearing, trial or appeal. The Provisional Recertification granted under this paragraph shall state that the nurse anesthetist's status is in the process of being reviewed. Upon resolution of the investigation or the disciplinary or legal action, the NBCRNA will grant or deny recertification.

## H. Conditional Recertification

### 1. Grant of Conditional Recertification

Applicants who have a restricted license to practice professional nursing and, where applicable, nurse anesthesia, may be granted Conditional Recertification provided that all other recertification requirements have been fulfilled. The Conditional Recertification will reflect any conditions imposed by the appropriate State licensure authority. Examples of a restricted license include a license to practice only under supervision and a license to practice provided the individual remains in a drug or alcohol-related or other type of treatment or rehabilitation program for a stated period. The Conditional Recertification card shall state that recertification is conditioned on the individual's compliance with the terms of his or her license conditions.

### 2. Conditional Recertification Period

Conditional Recertification shall remain in effect as long as the individual complies with all terms of the conditions on his or her license. It shall be revoked for failure to comply. The nurse anesthetist shall be responsible for providing the NBCRNA with adequate documentation that he or she has complied with all licensure conditions for the requisite period of time. Written statements of the state board of nursing may be used to satisfy this requirement.

### 3. Change in Status

- a. Full Recertification may be changed to Conditional Recertification for failure to maintain an unrestricted license to practice professional nursing and, where applicable, nurse anesthesia.
- b. A request to change Conditional Recertification to Full Recertification shall be accompanied by official written documentation from the state board of nursing sufficient to demonstrate that any licensure condition has been removed.
- c. The decision to change an individual's recertification status is at the discretion of the NBCRNA.

## I. Disciplinary Action

### 1. Automatic Denial or Revocation

The NBCRNA will automatically deny or revoke a nurse anesthetist's recertification and/or eligibility for future recertification if the NBCRNA determines that the nurse anesthetist is the subject of any of the following:

- a. Loss or denial of the nurse anesthetist's license to practice nursing or authorization to practice, due to behavior that is, in the view of the NBCRNA, related to nurse anesthesia practice.
- b. Adjudication by a court that the nurse anesthetist is mentally incompetent.
- c. Conviction of or pleading no contest to a felony that is, in the view of the NBCRNA, related to nurse anesthetist practice.

### 2. Discretionary Denial, Revocation, Suspension, Modification, Probation, Letter of Concern, Letter of Censure

The NBCRNA may, at its discretion, deny, revoke, suspend, modify, or place on probation, a nurse anesthetist's recertification and/or eligibility for future recertification; issue a Letter of Concern; issue a Letter of Censure; and/or take such other actions as may be deemed appropriate if the NBCRNA determines that the nurse anesthetist is the subject of any of the following:

- a. Loss or denial of the nurse anesthetist's license to practice or authorization to practice.
- b. Conviction of or pleading no contest to a felony.
- c. Failure of the individual to make the required certifications on the recertification application and to provide sufficient information to allow the NBCRNA to evaluate the possible impact of the problem on the individual's current ability to practice nurse anesthesia and resolve the issue to the NBCRNA's satisfaction.

- d. Failure to comply with the other Criteria for Recertification.
- e. Intentional misstatement of material fact or deliberate failure to provide relevant information to the NBCRNA at any time.
- f. Reproduction, distribution, alteration, or use of a fraudulent or otherwise unauthorized recertification card.
- g. Documented evidence of gross incompetence, or unprofessional or unethical conduct.

### 3. Modification

The recertification status of a nurse anesthetist may be modified at any time to reflect information which comes to the attention of the NBCRNA. Such modification shall be at the discretion of the NBCRNA.

### 4. Application Following Disciplinary Action

- a. A nurse anesthetist whose recertification and/or eligibility for future recertification has been denied or revoked by the NBCRNA for a specified time period based on irregular behavior or fraudulent credentials may reapply to the NBCRNA following expiration of such time period.
- b. A nurse anesthetist whose recertification and/or eligibility for future recertification has been denied or revoked by the NBCRNA based on a legal, regulatory or credentialing action may reapply to the NBCRNA when the situation underlying the NBCRNA's decision has been remedied. If the decision was based on conviction of or pleading no contest to a felony, the individual may not apply for recertification until all sentences have been served and, unless the NBCRNA Review Panel grants an exception, all judgments have been satisfied. If the decision was based on revocation of licensure or authorization to practice, the individual may not reapply to the NBCRNA until the license or authorization has been restored.
- c. Applications following denial or revocation – except in such cases where the period of revocation is expressly limited to a specific period of time – shall be considered and acted upon at the sole discretion of the NBCRNA.

## J. Review and Appeal Process for Adverse Decisions

### 1. Adverse Decisions Subject to Review or Appeal:

- a. **Adverse Administrative Decisions**
  - i. Denial of a request for extension of an established deadline or for exception to other administrative requirements.
  - ii. Denial of a grievance regarding examination administration.
- b. **Adverse Substantive Decisions**
  - i. Denial of eligibility, certification or recertification for nondisciplinary reasons.
  - ii. Revocation of eligibility, certification or recertification for nondisciplinary reasons.
- c. **Reportable Disciplinary Actions based on:**
  - i. Irregular behavior before, during or after an NBCRNA examination.
  - ii. Manufacture or use of fraudulent NBCRNA credentials.
  - iii. Legal, regulatory or credentialing action.

**NO APPEAL may be taken from an adverse decision based on an individual's receipt of a failing score on an NBCRNA examination, or from the imposition of a fee based on a final adverse decision.**

### 2. Process for Review and Appeal

Adverse actions subject to review and appeal will be handled pursuant to the NBCRNA *Review And Appeal Process For Adverse Decisions*. This document can be accessed on the NBCRNA website, [www.nbcna.com](http://www.nbcna.com), under RESOURCES, and may also be obtained by requesting a copy from the NBCRNA.

## K. Procedures for Revising the Recertification Criteria

The NBCRNA will solicit and consider the views of nurse anesthetists and other interested persons before adding or making material modifications to the recertification criteria. The following procedures have been adopted in order to assure an opportunity for input by nurse anesthetists.

### 1. Notice

Notice of all proposed new recertification criteria or material modifications of existing criteria will be published on the NBCRNA website. The Notice will contain a request for comments to be submitted to the NBCRNA within a specified period of time not less than 30 days.

### 2. Evaluation of Comments

The NBCRNA or its designee will review and evaluate all comments received by the date specified in the Notice.

### 3. Adoption of New or Modified Criteria

New or modified criteria shall be adopted by a majority vote of the NBCRNA after consideration of all comments received.

### 4. Publication of New or Modified Criteria

New or modified criteria adopted by the NBCRNA will be published on the NBCRNA website. Publication of the Criteria for Recertification will include a statement of why various comments were accepted or rejected, and will state the effective date of the new or modified criteria. The effective date will not be less than 30 days after publication. A copy of the new or modified criteria will be mailed to individual nurse anesthetists upon specific request.

### 5. Modification Necessitated by Law

In the event that the criteria must be modified to comply with federal, state or local law or regulation, the NBCRNA may make such modifications without giving prior notice or opportunity for comment. The NBCRNA will, however, promptly publish any such revisions on the NBCRNA website.

## National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA)

### Council on Recertification of Nurse Anesthetists

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