The National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM®) Diplomate Webinar

Kory Ward-Cook, PhD, MT(ASCP), CAE
Chief Executive Officer

Jennifer Nemeth
Manager, PDA & Quality Assurance

Mina Larson
Director of Public, Professional and Regulatory Affairs

November 30, 2011
Session Objectives

At the end of the session the participant will be able to:

- Understand what NCCAOM does to promote AOM and how you can promote your practice and profession
- Navigate through the NCCAOM recertification process
- List benefits of an NCCAOM Diplomate
- Understand the difference between membership and certification organizations.
- Become aware of upcoming new policies and procedures
- Update on the retirement of ABT Exam
NCCAOM Mission and Core Values

“To establish, assess, and promote recognized standards of competence and safety in acupuncture and Oriental medicine for the protection and benefit of the public.”

- Testing Excellence
- Service
- Integrity
- Trust
- Leadership
- Community Support
How does NCCAOM meet its mission?

Documents eligibility to sit for an examination and to become certified

Develops and administers exams that can measure entry level competency

Provides public protection through:

- **Recertification** - competency maintenance
- **NCCAOM® Code of Ethics** – Adherence monitored through the Professional Ethics and Disciplinary Committee (PEDC)
- **Working closely with regulatory boards**
Difference Between Certification and Professional Membership Organizations

American Association for Acupuncture and Oriental Medicine (AAAOM)
www.aaaomonline.org

- Promote and advance high ethical, educational, and professional standards in the practice of acupuncture and Oriental medicine (AOM)
- Advocate acupuncture and Oriental medicine (AOM) in the 50 states and federal level

National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM®) www.nccaom.org

- Assure competency of entry-level AOM practitioners
- Verify education and training
- Test competency
- Assure maintenance of certification (recertification)
- Uphold the NCCAOM® Code of Ethics
- Promote NCCAOM certification and Diplomates to public, media and regulatory agencies
- Find-a-Practitioner Directory
- Testimonies
- Marketing
NCCAOM Staff Serving You
# NCCAOM Staff Serving You

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<thead>
<tr>
<th>NCCAOM Staff and Contact</th>
<th>Can Help You With</th>
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<tbody>
<tr>
<td>Olga Cox, Customer Service Representative</td>
<td>General Inquiries</td>
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<tr>
<td>info @ thenccaom.org</td>
<td>Diplomate Hotline</td>
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<tr>
<td>(904) 598-1005</td>
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<tr>
<td>Sheila Lusis, Manager of Certification Services</td>
<td>Application Processing</td>
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<tr>
<td>info @ thenccaom.org</td>
<td>Recertification and Certification Assistance</td>
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<td>Connie Heggood, Certification Records Management Assistant</td>
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<td>Rebecca Cassidy, Manager, Professional Ethics and Disciplinary Review</td>
<td>Verification for State Licensure</td>
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<td>ADA Accommodations</td>
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<td>Legal/Health Status Issues</td>
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<tr>
<td>stategov @ thenccaom.org</td>
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<td>Jennifer Nemeth, Manager, PDA and Quality Assurance</td>
<td>PDA Search Engine</td>
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<td>PDA Providers</td>
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<td>PDA Applications</td>
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<td>pda @ thenccaom.org</td>
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<tr>
<td>Tara Willey, Assistant Controller</td>
<td>Payment issues</td>
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# NCCAOOM Executive Staff

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>Dr. Kory Ward Cook</td>
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<td><a href="mailto:executiveservices@thenccaom.org">executiveservices@thenccaom.org</a></td>
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<td>Irene Basore</td>
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<td><a href="mailto:publicrelations@thenccaom.org">publicrelations@thenccaom.org</a></td>
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<tr>
<td>Gail Remsen</td>
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</tr>
<tr>
<td>Yvonne Sanders</td>
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</tr>
<tr>
<td>Neel Tenali</td>
<td>Director of Finance</td>
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16,899 Diplomates Worldwide (holding 18,240 certificates)
Applying for NCCAOM Recertification
Maintaining Your NCCAOM Certification

NCCAOM Certification demonstrates entry-level core competencies

NCCAOM Recertification demonstrates maintenance of core competencies and professional growth and development

- Shows continued competency
- Gives portability for state licensing
Important Timelines

Application Review Process
- Allow 6-8 weeks from the receipt of the completed application.

Certificate and ID Card
- Allow 4-6 weeks from the date recertification is processed to receive the official NCCAOM certificate and ID card.

Track Application Online
- Requires you to log into your NCCAOM online account.
Completing the Application: PDA, CPR, Legal and Health Questions

Submit Copies of All Required PDA Certificates with Your Application

Only Applications sent with all required PDA documentation and the correct application fee will be processed

Must Be Submitted In Writing

Name change – provide copy of picture ID and legal document(s)

Documentation Needed for “Yes” Response to Legal or Health Question

1. TYPE of RECERTIFICATION
   (Check all that apply)
   - Acupuncture
   - Chinese Herbology
   - Asian Bodywork Therapy
   - Oriental Medicine

NCCAOM ID# ____________

Internal Use Only Status
- Active
- Inactive

Batch #: ________________
Amount Processed: ________________
Check #: ________________

Faxed applications will not be accepted.

2. PERSONAL INFORMATION

Name
   First
   Last (Family)

   Middle

   Check here if you have had a name change. Previous name used:
   Submit copies of legal document(s) indicating the name change.

   Email (Required)
NCCAOM Recertification At A Glance
60 PDA Points in a Four-Year Recertification Cycle

CPR – 4 points - may not apply to Safety/Ethics or the Core Skills

Competency Maintenance – 30 PDA Points Coursework
- 15 points - Core (CO) knowledge, skills, and abilities (KSA’s)
- 4 points - Safety (SA) and/or Ethics (ET)
- 7 points - Adjunctive Therapies, Western Medicine, Practice Management

Professional Development Activities – 30 PDA Points
- PDA/CEU courses
- Additional NCCAOM certification
- Pass NCCAOM Biomedicine exam
- Serve on a professional board
- Advocate legislation
- Clinical supervision
- Clinical experience
- Peer-reviewed posters
- Research in Oriental medicine
- ACAOM site visitor
- Teach or Lecture
- Tai Chi/Qigong
- Language
- Publications
- Item writing
- Donate AOM services
NCCAOM Recertification Requirements

Competency Maintenance and Professional Activities

- Competency Maintenance (minimum 30 points in this area required)
- Professional Activities (Maximum allowed 30 points)

Total 60 points required

Required Approved Continuing Education Coursework
- 30 points as directed below

Required CPR
- 4 points

Required Ethics and/or Safety
- 4 points

Required Core Competency Areas
- 15 points

Required Any core competency area and/or Adjunctive Therapy
- 7 points

Any combination of the 17 categories approved for professional activity points
- 30 points

All points combined equal 60 points required for recertification
The Top Five Suggestions to Diplomates from the Certification Department

1. Read the NCCAOM® Recertification Handbook

2. Complete the application - submit supporting documentation if your name has changed

3. Keep your contact information current – to include email addresses; especially if you move

4. Remember – CPR plus ethics or safety are required (4 points each)

5. Documentation for coursework - A certificate of completion or a notarized letter from the sponsoring organization, program title, date(s), number of points/hours, and instructor’s name (save brochures and other related documents in case the program content requires review).
National Standards of Continued Competence in Acupuncture and Oriental Medicine
NCCAOM® Certificates
Participation – for live presentations
Completion – for online courses
PDA Provider Benefits
Sponsoring a CEU Event

- Recognized by NCCAOM as a provider of quality continuing educational programs
- Approved PDA courses are more desirable or required by Diplomates
- National and International advertising opportunity via
  - NCCAOM PDA Search Engine
  - NCCAOM PDA Logo
- Professional guidance in program development and documentation
- Recognized by the AOM profession, regulatory agencies, third-party payers, and the public
Benefits of NCCAOM Certification
Diplomate Portability - State Licensure
NCCAOEM and State Licensure Requirements

- NCCAOEM’s national examinations are accepted in 43 states plus Washington, D.C.
- 98% of states that regulate acupuncture require NCCAOEM examinations.
- 25 states plus Washington, D.C. require full NCCAOEM certification in Acupuncture, Chinese Herbology and/or Oriental Medicine
States Use of NCCAOM Certification or Exams for Acupuncture Licensure

- States that require NCCAOM Examination(s)
- States that require NCCAOM Certification

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States That Include Chinese Herbs in the Scope of Practice for Acupuncturists

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- **States that include Chinese Herbs in the Scope of Practice for Acupuncturists**
  - Green

- **States that have Active Legislation in place to add Chinese Herbology**
  - Blue
State Licensing vs. Certification

State licensing gives you the legal right to practice your profession.

NCCAOM exams and certification confirm for the state regulatory agencies that you are competent to practice.

State requirements vary (check with your state on specific requirements)

Most state regulatory agencies require that NCCAOM sends an individual’s exam results (i.e., score report).

For information regarding your state licensing requirements visit NCCAOM’s website
Exam Results and Certification Verification Form

To request examination results be sent to a state acupuncture board contact scorereport@thenccaom.org
NCCAOM Partners with State Regulators and the AOM Profession

Public Protection and Advocating for the AOM Profession

AAAOM
Promotes and Advocates for AOM at Nat’l Level

State Regulatory Boards
Licensing, Scope of Practice, Title

State Legislature
AOM Practice Act
Testimony regarding profession

AOM State Associations
Promote and Advocate AOM at State Level
Advocacy, support at state level
Testimony regarding national standards

NCCAOAM
Testing, Certification, and Recertification
Exchange of information regarding disciplinary actions

Sends exam results and certification verification
NCCAOM Ethical Guidelines

All Diplomates must abide by the:

- **NCCAOM® Code of Ethics**
- **Grounds for Professional Discipline**
- **Procedures for Upholding Professional Conduct**

The NCCAOM Professional Ethics and Disciplinary Committee (PEDC) has the authority to investigate disciplinary actions taken against NCCAOM applicants and Diplomates and to impose sanctions on NCCAOM applicants and Diplomates according to the NCCAOM Procedures for Upholding Professional Conduct.

Diplomates can request a copy of the NCCAOM Code of Ethics by e-mailing stategov@thencccaom.org
Promoting National Standards: NCCAOM Working For and With You

- Testimony before state boards and legislative bodies regarding NCCAOM certification standards
- Letters of support for legislation
- Provide current information on national and international use of NCCAOM examinations and certifications
- Provide demographic and clinical practice information on AOM practitioners
NCCAOOM Resources:
Promoting the Profession and Your Practice

NCCAOOM Diplomate Website Design

CLEAR PATH ACUPUNCTURE

ABOUT ME
welcome to my website.
My name is Jane Smith, and I am a NCCAOOM-certified acupuncture and Oriental medical practitioner.

I enjoy combining a modern perspective with the ancient techniques of Oriental medicine. I can help you improve your health and wellness through the healing power of acupuncture.
"Acupuncture is a natural healing process that helps the body heal itself." It is also a powerful tool for treating a variety of conditions, including pain relief and stress management.

On your visit, we will discuss your health goals and create a personalized treatment plan.

Thank you for considering acupuncture for your health needs.

More design options are available at our website.

NCCAOOM Diplomate Website Design

NCCAOOM Diplomate Website Design

NCCAOOM Diplomate Website Design

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NCCAOM Resources: AOM Day

- AOM Day [www.aomday.org](http://www.aomday.org) - observed annually on October 24.
- Designed to increase public awareness of the progress, promise, and benefits of acupuncture and Oriental medicine
- In 2011 published 50 different events
NCCAOM: Promoting the Profession

NCCAOM provided information to:

- The Bureau of Labor Statistics (BLS)
  - Goal and Status
  
  “Acupuncturists” received the label of a new and emerging or bright outlook profession.

- The American Medical Association (AMA)
  - AMA listed AC and OM as one of 82 careers in the 2010-2011 AMA Healthcare Careers Handbook
NCCAOM Provides:

- Press releases
- NCCAOM brochures
- Media kits

- News updates
  - Diplomate E-News You Can Use
  - The Diplomate newsletter

- Exhibit booths
NCCAOM Benefits of Diplomate Status

- Listing in the *NCCAOM Find a Practitioner* directory
  - Use of the NCCAOM Service Marks and credential designations

- Access to a free personal website

- Timely information regarding AOM news and legislation

- Direct verification of certification status to insurance companies and third-party payers

- Consideration to serve on NCCAOM committees, panels and task forces
Use Your NCCAOM Credentials As a Means to Promote the AOM Profession and Your Practice

- Diplomate of Acupuncture (NCCAOM)
  - Dipl. Ac. (NCCAOM)

- Diplomate of Oriental Medicine (NCCAOM)
  - Dipl. O.M. (NCCAOM)

- Diplomate of Chinese Herbology (NCCAOM)
  - Dipl. C.H. (NCCAOM)

- Diplomate of Asian Bodywork Therapy (NCCAOM)
  - Dipl. ABT (NCCAOM)
Use Your NCCAOM Certification As a Means to Promote Your Practice

- Meet with other healthcare practitioners to explore areas of potential Collaboration
  - Promote AOM Activities – National and Local
- Volunteer
  - Join Local Community Organizations
  - Become an AOM State Board Member
  - Join an NCCAOM Committee
  - Join the NCCAOM Item Writing Academy
Use Your NCCAOM Certification As a Means to Promote Your Practice, cont.

NCCAOM Diplomate Benefit

NCCAOM provides Diplomates with opportunity for establishing a free website for marketing their practice (www.nccaomdiplomates.com)
Use Your NCCAOM Certification As a Means to Promote Your Practice, cont.

NCCAOM Diplomate Benefit

Certificate Frames
NCCAOM’s “Find a Practitioner” Search Engine

Find an NCCAOM® Certified Practitioner

Home >> Find a Practitioner

Enter Your Search Criteria.

Practitioner Information

First Name:
Last Name:
City:
State: Select State
Zip:
Proximity in: Miles

Certified In: Oriental Medicine Acupuncture
Chinese Herbs Asian Bodywork Therapy

Find a Practitioner

Don’t know the zip code you are looking for? Click here to find a zip code by city.

NCCAOM encourages consumers to obtain more information about each certification program by clicking onto each NCCAOM service mark below.
Upcoming Announcements from the NCCAOM
Policies & Procedures
2012 & 2013

2012

Fees

- $230 NCCAOM® Recertification Application Fee
- $55 Lapsed Fee Eliminated - New Late Fee $25 per year or partial year in lapsed status
- Route 3: Converting to Oriental Medicine Certification – reduction in cost = $460
  - Includes recertification in original certification of AC and/or CH for an additional two or four year period.
  - Listed in NCCAOM Find A Practitioner under original certification program(s) plus OM once achieved.
Documents to be required effective as of Jan. 1, 2012:

1. Statement of request for inactive status
2. Medical, legal or personal documentation supporting the request for inactive status
3. The non-refundable application fee
4. Signed Application for Inactive status
NCCAOM® Retired Status
New Policy January 1, 2012

Retired Status

- Permanently retired
- Sixty-two (62) years+ or fully and permanently disabled
- A discipline free record
- Current NCCAOM Diplomate
- Complete and send in the NCCAOM Retired Designation Application

General Requirements:
NCCAOM® Diplomate Demographic Survey
New Procedure January 1, 2012

**Purpose:**
To collect demographic and clinical practice information on all active NCCAOM Diplomates

A link to the survey will be provided in the Diplomate congratulatory email sent upon completion of recertification process.

**Incentive:** All Diplomates that complete and submit the survey will have the opportunity to be entered into a drawing for a **free** recertification.
## Certification Status Terminology

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<th><strong>Diplomate</strong></th>
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<td><strong>Active Status</strong> – A constituent who has met all requirements for certification.</td>
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<td><strong>Inactive Status</strong> – An active Diplomate who is unable to practice as an AOM profession due to life circumstances.</td>
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<td><strong>Retired Status</strong> – A Diplomate in active or inactive status who is no longer practicing in the AOM profession in any state in the U.S. or abroad may apply for retired status</td>
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<th><strong>Former Diplomate</strong></th>
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<td><strong>Lapsed Status</strong> – A former Diplomate who did not recertify prior to the certification expiration date (no longer certified with the NCCAOM)</td>
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<td><strong>Terminated Status</strong> – A former Diplomate who did not recertify for 8 years after the certification expiration date, must reapply for certification and meet current eligibility requirements.</td>
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Changes to the Lapsed Status Policy Effective: January 1, 2013

The timeframe for a former Diplomate being in lapsed status is changing from **8 years** to **3 years**

**As of January 1, 2013:**

- If Diplomate does not recertify, they go into **lapsed status**.
- A former Diplomate may return to active status from **lapsed status** through the recertification process anytime during the **3 years** in lapsed status.
- After **3 years** in lapsed status the former Diplomate moves to **terminated status**.
New Route to Active Status for Former Diplomates in Terminated Status

Effective January 1, 2013


• A Diplomate who allowed their certification to terminate must reapply and meet all current eligibility requirements (including education) to return to active Diplomate status and take all required certification examinations.

As of January 1, 2013:

• A former Diplomate may return to active status from terminated status through a new route being created, whereby; the former Diplomate will prove measurement of competency by passing a reinstatement exam.
Upcoming 2013 Job Task Analysis (JTA)

Primary Goal: Identify entry-level competencies performed by entry-level practitioners, based on perceived importance of tasks to result in updated exam content outline certification/licensing exam

Secondary Goal: To collect demographic and workforce-related data on active Diplomates and licensed acupuncturists

Performed at least every five years by NCCAOM
Upcoming 2013 Job Task Analysis (JTA)

NCCAOM Job Task Analysis (JTA) Panel

- Composition – SMES and Key Stakeholders
- Functions – Develop Task and Survey Demographics
- Determine – Inclusion/Exclusion Criteria
- Expected Timeline for JTA
  - January to August 2012 – The 2013 JTA Panel Meets to Discuss the Plan for the JTA
  - February to March 2013 – JTA Conducted
  - April/May 2013 – JTA Panel meets to finalize the content outlines for the following exams: FOM, CH, ACPL, BIO
  - July 1, 2013 – Publish New Exam Content Outlines
Update on the Retirement of the ABT Examination

- An Asian Bodywork Therapy Certification frequently asked questions (FAQ) has been developed and posted on the NCCAOM website on the homepage under “What’s New”.

- A Blue Ribbon Panel is being formed to include:
  - AOBTA Members
  - ABT Diplomates
  - Other Stakeholder representatives

- Purpose: To determine if there is a need for a potential new ABT credential

- The panel’s report will go to the NCCAOM Board by the end of 2012
Thank You!

Questions & Answers

Post Webinar Survey