

NCCAOM[®] Activity Report for the CCAHM Meeting

Fall Update 2022



PUBLIC PROTECTION THROUGH QUALITY CREDENTIALS

Submitted by NCCAOM CEO, Mina M. Larson, M.S. MBA, CAE
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Table of Contents

Introduction	3
NCCAOM Governance Update	3
VOLUNTEERING OPPORTUNITIES	3
NCCAOM Programs Receive Reaccreditation	4
Professional Development (PDA) Program	4
CALL FOR COURSEWORK	4
RECERTIFICATION AND PDA PANEL	5
NCCAOM [®] Exam Administration	6
NCCAOM[®] JOB ANALYSIS TO BE CONDUCTED IN 2023	6
NCCAOM Policies/Procedures Updates	8
NCCAOM[®] CODE of ETHICS	8
THE NEW NCCAOM PERMANENT REINSTATEMENT ROUTE	8
CHANGE TO NCCAOM CERTIFICATION EXAM REGISTRATION PROCEDURES	9
FEE INCREASES EFFECTIVE JANUARY 1, 2023	9
NCCAOM EMERITUS-RETIRED DESIGNATION	9
NCCAOM OFFERS AN EXAM RETAKE POLICY	10
The Official NCCAOM [®] Exam Prep Center	10
Practice Tests Packages	10
NCCAOM Chinese Herbal Compounding and Safety (CHCS) Certificate of Qualification	11
Past and Upcoming NCCAOM Webinars and Town Halls	11
Advocacy Highlights.....	12
School Resources and Public Education Campaign	12
NCCAOM School Liaison.....	13
NEW SCHOOL CONTACT IN 2023	13
NCCAOM TELECONFERENCE FOR GRADUATING STUDENTS	13
THANK YOU	13

Introduction

This report serves as an update to CCAHM members on activities of the NCCAOM, to include governance, certification policy and procedure changes, exam administration activities, advocacy and public education campaign efforts, and other current activities affecting applicants, Diplomates and other stakeholders.

The new [NCCAOM Mission Statement](#) is: *To assure the safety and well-being of the public and to advance and advocate for the professional practice of NCCAOM Board-Certified Acupuncturists™ by promoting established national standards focused on competence and credentialing.*

You can view the NCCAOM's [Vision and Core Values Statements](#) on our website, as well as the [NCCAOM Diversity Equity and Inclusion \(DEI\) Statement](#).

NCCAOM Governance Update

The NCCAOM Board of Commissioners (BOC) appointed for 2022 through February 2023 are:

- Iman Majd, MD, MS, EAMP, Dip. ABFM, ABoIM, Dipl. Ac. (NCCAOM)[®] DABMA, - Chair
- Daniel Jiao, DAOM, Dipl. OM (NCCAOM)[®] – Vice Chair
- Matthew Stanley, CAE - Secretary - **Public Member**
- Janet Zand, O.M.D., Dipl. Ac., C.H., O.M. (NCCAOM)[®] - Treasurer
- Nicholas Dougherty, DAOM, Dipl. Ac. (NCCAOM)[®] - Member-at-Large
- Afua Bromley, MSOM, Dipl. Ac. (NCCAOM)[®] - Commissioner
- Jayne Tsuchiyama, D.A.O.M., D.Ac., Dipl. O.M. (NCCAOM)[®] - Commissioner
- P. Divya Parikh, MPH, CAE – **Public Member**
- Steven L. Rosenblatt, M.D, PhD, Dipl. O.M.(NCCAOM)[®], L.Ac. – Commissioner
- Mina M. Larson, M.S., MBA, CAE - CEO

Bios and photos of all current NCCAOM Board of Commissioner members can be found on the NCCAOM website: [NCCAOM 'About': Governance](#).

VOLUNTEERING OPPORTUNITIES

Committees, Taskforces, and Panels are established by the NCCAOM Board of Commissioners (BOC) to assist in governing the organization more efficiently. Committees assist the Board by investigating, deliberating, and analyzing special issues on behalf of the Board. To serve on NCCAOM committees, one must be actively certified by the NCCAOM or in Retired status.

- All volunteer applications are now online for those who would like to serve on NCCAOM committees and task forces. Recruitment for the 2023 service year is now closed, stay tuned for an announcement for the opportunity to apply for 2024 volunteer positions. If you would like to put your name on the list to be considered for future recruitment, you can do that by going to the volunteer portal and filling out a short form. [Click here](#) for guidance.

- For Diplomates who are already serving on the NCCAOM committees and task forces, the volunteer portal offers functionality to browse volunteer forms for electronic signature, a list of committees served, and volunteer communications.

To access the Volunteer Portal as well as other Diplomat Benefits, [click here](#).

NCCAOM Programs Receive Reaccreditation



The NCCAOM is pleased to announce that it has been granted reaccreditation for its certification programs in Acupuncture, Chinese Herbology, and Oriental Medicine by the National Commission for Certifying Agencies (NCCA) for a period of five years through August 30, 2027. Please see [press release announcement](#).

NCCAOM first attained NCCA accreditation for its Acupuncture Certification Program in 1991, and the Chinese Herbology Program was subsequently accredited in 1996. The Oriental Medicine Certification Program became accredited for the first time in 2007.

NCCA accreditation is another demonstration that NCCAOM's national certification programs are of the highest quality. The public and state regulators can feel confident that an NCCAOM certified practitioner has met nationally recognized standards of competency and safety in acupuncture and herbal medicine.

NCCA is the accreditation body of the Institute for Credentialing Excellence (ICE). Established in 1977, the NCCA is the leader in setting quality standards for credentialing organizations. NCCA accredits certifying programs based on the highest quality standards in professional certification to ensure that these programs adhere to current standards of practice in the certification industry. Accreditation clearly demonstrates that NCCAOM's procedures are rigorous and defensible, thus increasing the value of NCCAOM's certifications. Please visit the [ICE website](#) to view [NCCA's standards](#).

Professional Development (PDA) Program

PDA PROVIDER BADGE



PDA initiatives in Fall of 2022 include the convening of the NCCAOM Recertification and PDA Panel and additional marketing opportunities for our Providers in social media, the Diplomat Newsletter, and a flyer distribution. Other projects include a revised PDA Search Engine, database clean up, and new ping and log-out features for Providers when distributing the NCCAOM PDA Certificate of Completion. Visit the [PDA Publications section](#) of the NCCAOM website and read about our featured Providers.

CALL FOR COURSEWORK

The launch of the NEW permanent NCCAOM Reinstatement to Active Status has created a demand for PDA courses in the area of Safety and/or Ethics recertification categories. This is where we need your help! As a result of our research, specific courses are needed for those reinstatement

applicants who do not pass the *Reinstatement Safety Evaluation and/or Final Assessment*.

To meet requirements, each course must be:

1. A minimum of five hours in length
2. Keywords must be included in the title for increased search exposure
3. All Course Descriptions should thoroughly outline the specific topics

The following course categories are in demand! Courses with these topics will be approved under the Safety and/or Ethics Recertification category:

1. Vitamins: deficiencies and contraindications
2. Pharmaceuticals: deficiencies and precautions
3. OSHA: exposure control plan
4. HIPAA: definition
5. Informed Consent: components, authorization
6. Social Competency: benefits, skill development, social determinants of health
7. Cultural Competency: benefits, skill development
8. Patient communication: core clinical skills, benefits, miscommunication, consequences
9. Adverse and severe events: needling, adverse reactions to Western drugs (Lisinopril, Acetaminophen, Hydrocodone, Fluoxetine)
10. Mandatory Reporting: child abuse, suicide, sexual harassment, confidentiality, and record keeping
11. Referrals: emergencies and to other healthcare providers
12. Chinese herbs: storage, compounding, FDA restrictions, labeling and documentation, incompatibilities, contraindications and adverse events, toxicity

Are you a subject matter expert skilled in the topics mentioned above? Not a PDA Provider?

Contact pda@thenccaom.org and we will assist you in submitting your application.

PDA Providers with NCCAOM, thank you for considering adding the above topics to your course catalog and your continued service to the AHM profession!

RECERTIFICATION AND PDA PANEL

Good news! The NCCAOM Recertification and PDA Panel is convening! The purpose of the Recertification and PDA Panel is to establish and maintain recertification and PDA policies that promote enhancement of continued competence and professional development quality and certification maintenance, and as well as embody best practices for certification agencies.

The NCCAOM Recertification and PDA Panel assists the PDA Department in strengthening the PDA program offerings and international recognition. The Panel is working with staff, on an as needed basis, to ensure that the recertification policies are updated to reflect current standards of practice and cultural and professional climates.



English Language Certification Exams Administration:

The NCCAOM is offering the English language certification exams in all [Pearson VUE](#) at 100% capacity. Please note all exam candidates will have to follow protocol and precautions based on COVID-19 state laws concerning safety measures. Candidates are encouraged to check with the Pearson VUE testing center where they have scheduled their exams for specific requirements. All exam candidates are encouraged to review the [2020 Exam Content Outlines](#) (based on the 2017 Job Analysis).

Foreign Language Exams (FLEs) Canceled for 2022 and 2023: The NCCAOM canceled the administration of the 2022 and 2023 Chinese and Korean language exams due to the very low number of FLE candidates. The earliest the FLEs may be offered is after the completion of the next Job Analysis Study.

NCCAOM® JOB ANALYSIS TO BE CONDUCTED IN 2023

The NCCAOM will begin conducting the National Job Analysis in 2023. What is the importance of a job analysis study for creating national exam content? Current events have emphasized the importance of creating and adhering to national standards whether it is the need for protocols for administering vaccines or COVID-19 testing, adhering to national standards helps bring consistency, stability, and greater efficiencies.

Each NCCAOM examination, Acupuncture with Point Location, Biomedicine, Chinese Herbology and Foundations of Oriental Medicine, are created and validated via a national Job Analysis (JA) study. The goal of the JA is to ensure that NCCAOM entry-level certification exam content reflects what is going on nationally in current practice.

The purpose of a Job Analysis (JA) study is ultimately to establish the link between test scores achieved on certification/licensing exams and the competencies tested; therefore, pass or fail decisions correlate/relate to competent performance. When evidence of validity based on examination content is presented for a specific professional role, it is critical to consider the importance of the competencies being tested. NCCAOM is bound by external accreditation standards. It does not create the blueprint for the content outlines on its own. It does so to confirm the exam relevancy to current entry-level practice. The Joint Standards for Educational and Psychological Testing (AERA, APA, and NCME, 1999) state(s):

Standard 14.10

“When evidence of validity based on test content is presented, the rationale for defining and describing a specific job content domain in a particular way (e.g., in terms of tasks to be performed or knowledge, skills, abilities, or other personal characteristics) should be stated clearly”.

Standard 14.14

“The content domain to be covered by a credentialing test should be defined clearly and justified in terms of the importance of the content for the credential-worthy performance in an occupation or profession. A rationale should be provided to support a claim that the knowledge or skills being assessed are required for credential-worthy performance in an occupation and are consistent with the purpose for which the licensing or certification program was instituted.”

The above standards are used by the NCCAOM and are included in the *National Commission of Certifying Agencies’ (NCCA) Standards for Accreditation of Certification Programs*, the agency which accredits each of the NCCAOM certification programs.

It is necessary for ongoing certification and licensure programs to hold JA studies every several years to review the expectations and practices of the industry, as well as to update the content assessed within their examination programs.

This process allows for the inclusion of newly emerging practices to potentially be included on the examination, as well as the removal of outdated practices. Periodic JA studies ensure the continued validity of content, and help programs avoid becoming out of line with current day-to-day practice. The survey is sent to licensed acupuncturists throughout the United States. Based on the results of the JA survey, changes are indicated and made to the newly created content outline(s) and dictates what type of questions are to be written. This is to ensure that the NCCAOM examination modules reflect ongoing changes that occur in nationwide practice (i.e., common knowledge, national laws, OSHA, HIPAA, GMP practices, scope of practice, etc.).

National certification exams measure the competency of candidates for current practice and not what schools are teaching. It would be very difficult to exactly match the curriculum of 50 plus schools along with individual local state laws and local regulations. Further, a national certification exam is not synonymous with a specific academic program’s comprehensive exam content. Therefore, it is important for school programs to inform their students of the NCCAOM examination content outlines. The content outline lays out what would be on each examination module.

The profession, like most healthcare professions, require standardization across the board (consistency, processes, and procedures) on a national level. The process of standardization would improve the level of competency and safety, not just statewide or local, but nationally. Not everyone may agree what a standard practice is, but all can agree on core knowledge, skills, and abilities that will translate nationally and possibly on an international level. A candidate who has passed a ‘national certification exam’ has demonstrated these core competencies as determined by the Job Analysis process.

If one agrees or disagrees with the JA survey and results, the community must be proactive and participate in future JA surveys for your voices to be heard. The NCCAOM will be starting on the next Job Analysis process in 2023. Look for updates as to when invitations to complete this national survey, will be sent via email to all known licensed acupuncturists and NCCAOM constituent groups.

NCCAOM Policies/Procedures Updates

NCCAOM® CODE of ETHICS

The NCCAOM initially unveiled the new [NCCAOM® Code of Ethics](#) at the *Florida State Oriental Medical Association (FSOMA)* conference in August. The code is the cornerstone of the NCCAOM's commitment to ethical business practices and professional conduct. Every NCCAOM Diplomate and applicant pledges to abide by the *NCCAOM® Code of Ethics* standards and procedures as a condition of NCCAOM certification and certification maintenance. When signing the NCCAOM application for certification candidates agree to abide by the *NCCAOM® Code of Ethics*, the policies and procedures of the organization, and strict confidentiality in all aspects of examination security (transmitting information to another person or entity).

THE NEW NCCAOM PERMANENT REINSTATEMENT TO ACTIVE STATUS

On July 5, 2022, the New Permanent Reinstatement to Active Status became available for all former Diplomates in terminated status. Applicants for reinstatement via the Permanent Route will have to complete the following:

1. Satisfy Continuing Education requirements calculated based on each certification expiration date. All PDA/CEU coursework must be completed in the CORE category (AOM, ABT, BIO). This document will help in understanding the [CORE Categories](#). Applicants will report each course by providing all course information and uploading the certificate of completion.
2. Submit an [online application for Reinstatement](#). Application fees are due at the time the application is submitted to NCCAOM and calculated based on each certification expiration date. Safety, Ethics and CPR courses, a copy of an active acupuncture license and proof of a free and clear license must be uploaded during the application submission process.
3. Complete Background Screening via the NCCAOM's third party vendor.
4. Complete CNT Review: Acupuncture Safety Course and provide a verification of it to NCCAOM.
5. Pass Reinstatement Safety Evaluation assessment consisting of 50 various format questions. Applicants who fail the Safety Evaluation will have to take an additional 5 PDA points per each failed domain area and report it to their NCCAOM online account for staff review and approval.
6. All applicants terminated 8 years or longer must pass a Reinstatement Final Assessment associated with the certification held: Acupuncture Final Assessment (50 questions), Chinese Herbology Final Assessment (50 questions) or Oriental Medicine Final Assessment (75 questions)). Final assessment is a mandatory requirement for all applicants terminated 8 years or more in addition to the reinstatement Safety Evaluation. Applicants who fail the Final Assessment will have to complete an additional 5 PDA points in each failed domain area, report it to their NCCAOM online account for staff review and approval and retake the Final Assessment.

7. Once all requirements for Reinstatement have been met including the Safety Evaluation (and Final Assessment for terminated 8 or more years), certification is finalized for active status.

The New Permanent Reinstatement Route is much more rigorous than the Recertification process; however, it eliminates past requirement of passing the NCCAOM Reinstatement Exam. All active Diplomates are encouraged to keep their NCCAOM certification active by recertifying every 4 years.

CHANGE TO NCCAOM CERTIFICATION EXAM REGISTRATION PROCEDURES

Effective October 15, 2022, all NCCAOM candidates will be receiving three (3) free cancellation/rescheduling exam attempts for each of their exams. After the third (free) cancellation/reschedule, the candidate is no longer able to cancel/reschedule an examination and must appear for the exam on the day and time the exam has been re-scheduled; otherwise, the exam appointment will go to “No Show”, and the candidate will forfeit the testing fee paid. To continue testing after a third (free) cancellation/rescheduling attempt, the candidate must fill out the NCCAOM Request Form to receive a new authorization (ATT Letter) at which time the candidate will be charged a \$60 rescheduling fee. The candidate will then have three additional attempts to cancel/reschedule with the new authorization. The NCCAOM sent out a notification on this process to all schools and candidates in August and September 2022 and also made announcement during the NCCAOM School Webinar in September.

FEE INCREASES EFFECTIVE JANUARY 1, 2023

As we are acutely aware, labor costs and other inflationary pressures are continuing to rise. During the past several years, NCCAOM has absorbed these increases and not passed on any price increases; however, in order to maintain and continuously improve our services, the NCCAOM will be increasing fees nominally effective January 1, 2023 as follows:

Acupuncture Application	\$525.00
Chinese Herbology Application	\$525.00
Oriental Medicine Application	\$625.00
Certification Examinations	\$325.00
Recertification Application	\$325.00
Conversion to Oriental Medicine	\$125.00
Downgrade from Oriental Medicine	\$125.00
Examination Certification Verification	\$ 50.00

The NCCAOM will be updating its website with all fee changes effective January 1, 2023 by the end of November. For a complete list of Applicant Fees [click here](#) and Diplomate Fees [click here](#).

NCCAOM EMERITUS-RETIRED DESIGNATION

The NCCAOM is indebted to its long-standing Diplomates who have devoted many years to the practice of acupuncture and herbal medicine and contributed immensely to the NCCAOM and the profession. The Emeritus-Retired designation allows Diplomates who are no longer practicing, to stay involved with the AHM profession and continue their affiliation with NCCAOM. We have enhanced the Retired designation to include any active Diplomate who has retired from the

profession, despite their age. More information available at [Apply for Retired Status | NCCAOM](#).

NCCAOM OFFERS AN EXAM RETAKE POLICY

The [NCCAOM Exam Retake Policy](#) eliminated the 5-Time Rule that limits a candidate to 5 lifetime attempts for each exam module allowing candidates to take the NCCAOM exams more than five times based on certain criteria. This criteria for eligibility is based on the length of time since the last failed attempt and the number of failed attempts. NCCAOM has created a calculator where candidates can enter information based on their specific circumstances and will be directed to the eligibility criteria, they must meet to retake the failed Board exam module. For more information email examattempts@thenccaom.org.

The Official NCCAOM® Exam Prep Center

The NCCAOM offers the [Official NCCAOM® Examination Prep Center](#), the one-stop hub to help students and candidates prepare for the NCCAOM exams. The [Official NCCAOM Practice Tests™ for all NCCAOM exams](#) have now been upgraded on a new learning management platform which provides:

- A new updated, user friendly interface for multiple choice questions
- The opportunity to purchase a package of practice test attempts that can be used to take different Practice Test modules as well as to take the same Practice Test module more than one time.

This allows candidates to access more questions to better prepare for the Board exams. Please refer to the [Frequently Asked Questions](#) and [Step-by-Step instructions](#) for details.

Practice Tests Packages

New pricing allows a user to pay for a number of Practice Test ATTEMPTS. The Practice Test module (ACPL, FOM, BIO, CH)* is chosen by the user at the start of each test attempt.

Package	Price
1 Practice Test attempt	\$70
2 Practice Test attempts	\$133
3 Practice Test attempts	\$190
4 Practice Test attempts	\$239

Faculty Members: It is recommended that ACAOM Approved Schools Faculty members sign up for these practice tests to familiarize themselves with the process.

Diplomates: These practice tests are also open to NCCAOM Diplomates who can earn 5 PDA points for successfully passing one practice test per recertification cycle. To access the NCCAOM Official Practice Tests, please follow the link: <http://www.nccaom.org/nccaom-exam-preparation-center/>. Do not hesitate to contact Olga Cox at ocox@thenccaom.org.

NCCAOM Chinese Herbal Compounding and Safety (CHCS) Certificate of Qualification (COQ)



The CHCS COQ is a voluntary online course consisting of 10 assessment-based modules. The program provides FDA Good Manufacturing (GMP) Guidelines, review of FDA regulations, as well as many helpful resources. The CHCS COQ is open to all licensed acupuncturists and herbalists, students, lab technicians, herb pharmacy compounders and any other office staff who compound herbal formulas in their office or retail dispensaries. For successfully completing this herbal program, enrollees receive ten (10) PDA points and the NCCAOM® CHCS COQ Badge for displaying their additional education in Chinese herbal safety. For more information please watch the [Chinese Herbal Compounding and Safety \(CHCS\) COQ webinar](#) or sign-up today at <https://www.nccaom.org/education/professional-development/>.

Past and Upcoming NCCAOM Webinars and Town Halls



STUDENT WEBINAR: The NCCAOM Student Webinar was conducted May 10, 2022, at 4:00 pm ET. [Click here](#) to watch the webinar. You will learn the details about:

- Board examination process, application processing times and test approval.
- The dos and don'ts when dealing with exam scheduling.
- Learn about the exam score verification to state acupuncture licensing boards.
- Explore the interactive map for state licensure.
- Learn the benefits of being an NCCAOM Diplomate.

The **SCHOOL WEBINAR** took place on September 14, 2022. [Click here](#) to watch the webinar.

STATE WEBINAR: The NCCAOM will conduct a webinar with the State Regulatory Boards on November 15, 2022 at 4:00 pm.

DIPLOMATE WEBINAR: The NCCAOM Diplomate Webinar is scheduled for **December 14, 2022 at 7:00 pm**. Watch your email and the NCCAOM website for information on when registration opens.

ACUPUNCTURE MEDICINE DAY TOWN HALL: [Click here to view](#) the NCCAOM and ASA held a 40th Anniversary Celebration & Tribute: Inspiring Stories town hall meeting. You can also visit [the AHM Day 2022 website](#) announcing AHM Day celebration and 40th Anniversary events.

Advocacy Highlights



The NCCAOM continues to partner with American Society of Acupuncturists and our professional government relations and advocacy team to advance the recognition and career advancement of NCCAOM National Board-Certified Acupuncturists™ nationally. The NCCAOM® Advocacy team represents NCCAOM certification, Diplomates, and stakeholders by providing information to promote acupuncture services to state and federal policymakers, the U.S. Department of Health and Human Services (HHS), the Centers for Medicare & Medicaid Services (CMS), as well as other stakeholder groups.

Initial meetings for the Summer Push for *H.R. 4803, the Acupuncture for Our Seniors Act* wrapped up in late July, just in time for Congress' summer recess. A big thank you to all NCCAOM Board-Certified Acupuncturists who participated, encouraged their colleagues to participate, and told their stories to their Representatives' offices. The ASA/NCCAOM Advocacy Team continues to engage with acupuncturists across the country to support H.R. 4803. While ensuring the bill establishes a solid bipartisan balance remains a priority, we welcome the opportunity to work with all of you to engage your U.S. Representatives on this issue. Your experience, your patients' experience, your voice makes a difference, and we invite you to contact advocacy@thenccaom.org if you would like to meet with your U.S. Representative about H.R. 4803.

Read more about the NCCAOM's advocacy efforts on the [NCCAOM Advocacy Page](#). Please contact the *NCCAOM Advocacy team* with any questions regarding the NCCAOM's Advocacy efforts and ways to get involved. Watch [Latest News](#) on the NCCAOM website home page for all upcoming and to catch-up on recent past events.

School Resources and Public Education Campaign

All school liaisons and officials are encouraged to visit the [School Official Resources](#) page to stay updated on information regarding certification, exam services and procedures and latest news on policies that affect schools and students.

[The NCCAOM Press Center](#) is devoted to providing information to reporters and other interested parties with access to all information about the NCCAOM in one place. Information about our public education campaign and recent NCCAOM in the news can be found [here](#).

NCCAOM Social Media Sites: The NCCAOM continues to promote its Diplomates and the acupuncture profession via its [LinkedIn Page](#) as well as on [Facebook](#), [Twitter](#), [YouTube](#), and [Instagram](#) channels. On these pages stakeholders can find events, news, research studies and activities related to Acupuncture Medicine. The most viewed, liked (👍) and shared posts are links to articles on the use of Acupuncture Medicine in treating illness and improving and maintaining a healthy lifestyle. School officials are encouraged to submit content of interest to be considered for social media posting to Olga Cox at ocox@thenccaom.org.

NCCAOM School Liaison

The [NCCAOM® Program Performance Reports \(PPR\) order form](#) is available to schools. The 2022 mid-year and year-end PPR reports can be ordered now, by submitting the form that is available from the School Officials page [found here](#) on the NCCAOM website.



NEW SCHOOL CONTACT IN 2023

Ruosi Lee, Manager of Education & Professional Development and School Liaison
schools@thenccaom.org.

NCCAOM TELECONFERENCE FOR GRADUATING STUDENTS

The NCCAOM offers a “Steps to NCCAOM® Certification” teleconference for graduating students. The presentation assists graduating students in creating an online NCCAOM account, how to submit an NCCAOM application, and tips in sitting for the exams. Interested in assisting your students in the national board exams? Contact schools@thenccaom.org. Ruosi Lee, School Liaison says, “Working with the students has been very successful and rewarding.”

THANK YOU



We would also like to take this opportunity to thank Jennifer Nemeth, Director of Education & Professional Development for all her time and caring she has shown in the position of School Liaison. Jennifer has been with the NCCAOM since February 19, 2007 and is retiring at the end of this year. Thank you Jen. You will be missed.

Thank you for your support!