



NCCAOM Webinar
Recertification 1 On 1
April 19, 2023

Questions were submitted at the live Webinar.

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[Webinar Recording](#)

[Power Point Slides](#)

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Question: Are we supposed to enter our NCCAOM id now?

Answer: All attendees must enter their NCCAOM ID number during the Webinar registration process. Your ID number entered during the registration process, exactly as shown in your NCCAOM online portal, is used to issue you a unique registration link. Each attendee must join the webinar via their own registration link to receive the one PDA point earned for participating in the full webinar live session.

Question: I can't tell if you can see my name or not in attendance?

Answer: NCCAOM's webinars and Town Halls are very highly attended events. There is no way to confirm or verify anyone's attendance once the webinar is in session. Attendance is being tracked by the Zoom Webinar system based on the registration data, and attendance report is generated after the webinar has ended. Therefore, all attendees must be registered and join the webinar via their own registration link to receive credit.

Question: How can I switch my name to my ID?

Answer: It is not necessary to do that. Attendance is being tracked by the Zoom Webinar system based on the registration data and attendance report is generated after the webinar has ended. Therefore, all attendees must be registered and join the webinar via their own registration link to receive credit.

Question: Where should I enter NCCAOM ID#?

Answer: All attendees must enter their NCCAOM ID number during the Webinar registration process. Once the webinar is in session, attendees cannot enter their ID numbers.

Question: How are you confirming our live attendance? Is there anything we need to do with regard to the 1 CEU?

Answer: NCCAOM's webinars and Town halls are very highly attended events. There is no way to confirm or verify anyone's attendance once the webinar is in session. Attendance is being tracked by the Zoom Webinar system based on the registration data. The attendance report is generated after the webinar has ended based on each attendee's unique registration link used to enter the webinar. Therefore, all attendees join the webinar via their own registration link to receive credit.

Question: I registered for my NCCAOM account, with my middle name. When I registered for this webinar, I only used my first and last name along with my number. I am concerned this will affect my ability to get the hour PDA/CEU credit.

Answer: All attendees must register with their First Name, Last Name and the NCCAOM ID# only, no middle names or middle initials should be entered during Webinar registration. The First Name, Last Name and the NCCAOM ID# used during the webinar registration process must match the First Name, Last Name and the NCCAOM ID# listed in your NCCAOM online account.

Question: Once we click the link, they should be able to see that we are attending. Correct?

Answer: Correct. Once an attendee clicks their own unique *Join Webinar* link, the Zoom system starts tracking their attendance. If an attendee had to drop off and join the webinar again, the system will track all logins and the total time in each session.

Question: I know you use Job Task Analyses to develop new exam questions based on what is happening in the profession. HOWEVER, you add content not required of education programs by ACAHM. That should dictate your exam content outlines. Otherwise, graduates may not have your new content from the ACAHM specified program requirements.?

Answer: The NCCAOM develops its exam items based on the Job Task Analyses (JTA). Once the JTA survey data is analyzed and the blueprint of a new exam is developed (Exam Content Outlines), this new Exam Content Outlines are provided to all Schools, ACAHM, and CCAHM. It is each school's responsibility to adjust their educational program to the new Exam Content Outlines, which are based on survey data collected from AHM practicing professionals.

Question: Can we get a copy of these slides?

Answer: The webinar Power Point Slides are posted to the NCCAOM Website along with the webinar recording.

Question: Can you please address CPR?

Answer: All Diplomates have a choice between an online OR face-to-face CPR Course. No changes have been made to the CPR requirement.

Question: Can Safety and Ethics CEUs be covered by the same 2 CEU class?

Answer: Safety and Ethics can be included in one course, however, to satisfy NCCAOM Recertification requirements, there have to be a minimum of 2

PDA/CEU in Ethics AND minimum of 2 PDA/CEUs in Safety. So, the course must be at least 4 PDA/CEU points.

Question: I saw on the website that CPR recertification counts as 4 CEUs. Is that true, no matter which CPR course it is?

Answer: We strongly encourage Diplomates to complete a 4-hour CPR course. However, due to the fact that CPR cards do not reflect the number of hours, Diplomates are awarded 4 PDA points for their completed CPR course.

Question: What category is implicit bias to fulfill license requirements? And what category does prevention of sexual harassment go?

Answer: All Diversity, Equity, Inclusion (DEI) coursework falls under the Ethics category. The Ethics and Safety category has a minimum requirement of 2 PDA/CEU points each, but there is no maximum cap. A Diplomate may complete DEI coursework for more than 2 PDA ethics points and all points will be applied towards the CORE category. This does not prevent you from also meeting all other required CORE PDA points (safety and CPR).

Question: Are you still considering making CPR required in person?

Answer: The PDA/Recert Committee proposal to change CPR to require only face-to-face courses was denied by the NCCAOM Board of Commissioners. The CPR requirement will remain unchanged. All Diplomates have a choice between an online OR face-to-face CPR Course.

Question: Does school administration count for the AT category? (Curriculum development, accreditation, etc.)?

Answer: Unfortunately, the NCCAOM does not have a category for School Administration. However, there is a category for teaching that can be used for up to 20 PDA points towards Recertification. Please refer to page 18 of the [NCCAOM Recertification Handbook](#).

Question: Does serving on a nonprofit professional board count toward the optional hours?

Answer: Yes. Serving on the professional board counts towards NCCAOM PE-AT category and can be used for up to 10 PDA points towards Recertification. Please refer to page 16 of the [NCCAOM Recertification Handbook](#).

Question: Do you recognize completion of the DAOM program 1200 hours as CEU?

Answer: If the DAOM program was completed after the Diplomate obtained their NCCAOM certification (initial certification date), the Diplomate can use

such a program for recertification. Instructions on how to report DAOM program credits to the Diplomate's Recertification transcript are available here: (<https://www.nccaom.org/certification/recertification-ce-reporting/>) under the "How to Report ACAHM Degree program".

Question: Please clarify if live webinar fulfills the live 7 credit hours required to fulfill license requirements.

Answer: 7 live credit hours required to fulfill licensure requirements refers to face-to-face coursework such as a conference, etc. Please check with your state acupuncture regulatory board regarding limitations on live-streaming events.

Question: I am also an RN who has ACLS, advanced cardiac life support certification. Can I use that advanced certification towards my CPR requirement?

Answer: Yes; you can use your advanced certification towards NCCAOM CPR requirement as long as the date of completion on the certificate falls within your NCCAOM 4-year recertification cycle.

Question: I gave a live lecture to physicians at a major conference. What do I need to do to receive PDA credit for this and what section is it put in?

Answer: One (1) PDA point is equal to one (1) hour of teaching/lecturing. The required documentation includes a letter, on letterhead from the providing organization outlining the course/presentation title, the instructor/speaker's name, and the number of hours taught/lectured.

Question: I've recently recertified at the earliest date available (which appears to be almost a year early). I've taken subsequent classes since then, but don't see them applied to my NEXT cycle. Is there a waiting period before I can begin accumulating toward my next recertification cycle?

Answer: The recertification application is available one year in advance. However, the expiration date or recertification cycle does not change if Diplomate recertifies early. Your Recertification Cycle or Accrual Period is outlined in your certification account. Courses must be completed within the actual 4-year recertification time frame to be applied to that recertification cycle.

Question: Can you report during the recertification period, or can you report as you go, as you complete CEUs?

Answer: Diplomates can report their coursework as they complete it. However, all coursework must be completed within the Diplomate's 4-year Recertification cycle. Courses completed outside of the specific 4-year Recertification cycle are not accepted for any other recertification cycle.

Question: Did I see listed that learning a new language can be used for 10 CEUs? If so, what paperwork is needed for that?

Answer: The approved NCCAOM Recertification PDA course for *Second Language Instruction* ended as of December 31, 2021. A maximum of ten (10) PDA points may be submitted for the study of a second language, relevant to a practitioner's practice **completed prior to December 31, 2021**. One (1) PDA point is equal to one (1) hour of formal instruction. The required documentation includes a transcript from the school outlining the course title, instructor's name, class dates, and number of hours.

Question: What does manual reporting mean?

Answer: When Diplomates report their courses manually, they must enter all course details (course category, completion date, course title, course provider) and upload the certificate of completion. As opposed to Automated CE Reporting, where the PDA provider reports all course details and PDA points directly to a Diplomate's Recertification Transcript. Currently all PDA approved courses are reported to a Diplomate's Recertification Transcript no later than two (2) weeks after the course completion date. All Diplomates are encouraged to check their transcript before they start reporting any PDA approved courses manually. **NOTE:** The provider is unable to upload an approved PDA course if *the registrant did not complete the course registration properly using their First name, Last name and NCCAOM ID# exactly as it is shown on their NCCAOM online portal*.

Question: Are international training certificates in non-English languages provided with a translation acceptable?

Answer: All certificates of completion must be provided in English. However, if a certificate of completion cannot be provided in English, then the certificate must be followed by a professional English translation with an official notary stamp.

Question: I attended a western medicine conference; does it count for CEU?

Answer: Non-PDA approved coursework in biomedicine, safety or ethics that has been reviewed and approved by a healthcare professional organization is applicable towards NCCAOM recertification. A Western Medicine Conference is most likely approved by a Healthcare Professional Organization; therefore, it can be used towards NCCAOM Recertification. However, it must be reported by the Diplomate manually.

Question: I have completed a certificate program through a U.S. medical school (Univ of Arizona), can I submit that coursework for NCCAOM PDA points?

Answer: Non-PDA approved coursework in AHM related areas of biomedicine, safety, ethics, integrative therapies, treatments, modalities, and other areas that enhance the Diplomate's practice require the following documentation: a certificate of completion from the sponsor of the educational event, or the course listed on a school transcript. To be accepted for NCCAOM recertification, the certificate/transcript must contain the Diplomate's name, course completion date, course title, and the number of hours/points completed. The specific recertification requirement met (Core Competency or Professional Enhancement), depends on the subject/curriculum of the course completed.

Question: We need Safety, Ethics and CPR credits every 4 years, correct?

Answer: Correct. Diplomates must complete a minimum of 2 hours in Safety, a minimum of 2 hours in Ethics and a CPR course every 4 years.

Question: When will the NCCAOM CE requirements match the state requirements?

Answer: State requirements for license renewals greatly vary from state to state. The NCCAOM is not planning to match its recertification requirements to any state's requirements. National Board Certification and State Licensure are two different credentials and must be obtained and maintained separately. One does not guarantee the other.

Question: What is the status of considering changing CPR requirement to a face-to-face CPR?

Answer: The PDA/Recert panel proposal to change the NCCAOM CPR recertification requirement to a face-to-face CPR was reviewed by the Board of Commissioners at the March 2023 Board meeting. The proposal was not approved by the board. Therefore, the requirements will remain unchanged as stated: NCCAOM Diplomates have a choice of taking an online OR face-to-face CPR course for their certification renewal.

Question: If I apply for Emeritus-Retired designation – am I still required to report the 60 PDA points?

Answer: No, there is no CEU requirement to apply for Emeritus-Retired designation. More details on eligibility requirements and the step-by-step process can be found here: [Applying for Emeritus-Retired Designation](#).

Question: Will NCCAOM continue to offer free online webinars?

Answer: Yes. The NCCAOM will continue to offer the following webinars/Townhalls for its Diplomates:

1. Diplomat webinars
2. Recertification Webinars
3. Advocacy Updates

Question: If a person completed a course that is more than 60 CEUs, can the amount over 60 be applied to the next certification period?

Answer: No, all coursework for recertification must be completed within the 4-year Recertification Cycle. Excess coursework from one recertification cycle cannot be transferred/applied to the next cycle.

Question: "Approved courses" does that mean NCCAOM approved, or can they be approved by others Like Washington DOL/ DOH or Chiro Association, Heart or Diabetes associations?

Answer: Diplomates can use the NCCAOM approved courses as well as courses approved by a healthcare professional Association such as the Washington DOL/ DOH or Chiro Association, Heart or Diabetes associations, etc. Coursework approved by a healthcare professional association is considered by NCCAOM to be a non-PDA approved course (meaning that it is not directly approved by the NCCAOM). Any non-PDA approved course accepted by the NCCAOM must be reported manually. Details on the manual reporting may be found on our [website here](#).

Question: Can we use the doctorate classes from PCOM (DAC program) to cover all required hours?

Answer: A Doctorate program from an ACAHM approved school can be used for NCCAOM recertification. However, Diplomates still must complete a minimum of 2 hours in Safety, a minimum 2 hours in Ethics and a CPR course.

Question: Where do we report courses that we take with Law firms?

Answer: Non-PDA approved coursework will only be accepted if it has been reviewed and approved by a third-party organization or State acupuncture regulatory board. See pages 20-21 (*Non-PDA Approved Coursework Accepted by NCCAOM*) in the [NCCAOM Recertification Handbook](#). Depending on the subject, the courses can be manually reported as Core competencies if medically related in the field of ethics, safety or practice management. A course must be related to

AHM and enhance the Diplomates practice to be accepted in the Professional Enhancement Coursework (PE-CW) category.

Question: Could Diplomat of Oriental Medicine apply for a separate Acupuncture certificate and Herb certificate?

Answer: Diplomates of Oriental Medicine who initially held Acupuncture or/and Chinese Herbology certification and later converted to Oriental Medicine certification, may recertify previously held Certification(s) at a reduced price and receive a separate wall certificate for each certification. Diplomates who initially achieved the Oriental Medicine Certification are not eligible for any additional/separate wall certificates.

Question: Do you recognize coursework in other advanced healthcare degree programs (MD/DO, PA, NP) as PDA/CEU?

Answer: Coursework completed by a Diplomat as a part of other healthcare degree programs can be used for Recertification in BIO/Safety/Ethics categories and reported to the Diplomat's Recertification Transcript manually.

Question: My college has required courses in HIPPA, Title IX, etc. Do these qualify as ethics and safety?

Answer: Yes, if college coursework was completed after the Diplomat's original Certification Date, the coursework may be applied towards recertification and reported to the Diplomat's Recertification Transcript manually. Depending on the subject, the courses can be manually reported as Core if medically related in the field of ethics, safety or practice management. A course must be related to AHM and enhance the Diplomates practice to be accepted in the Professional Enhancement Coursework (PE-CW) category.

Question: Can Diplomat recertify before certification expiration date?

Answer: Yes. The application for recertification becomes available 365 days prior to the certification expiration date. A Diplomat may submit all PDA/CEUs and recertification application within 1 year before his/her certification expiration date. However, remember that additional coursework completed within that year after you have submitted your recertification cannot be transferred/applied to your next recertification cycle.

Question: If some CEUs were completed before the accrual period (before certification date), can they count toward the CEUs needed?

Answer: No. All coursework for recertification must be completed within the 4-year Recertification Cycle. Any courses completed outside of Diplomate's accrual period are not acceptable for recertification.

Question: How does one estimate PDA points for Self-Directed learning??

Answer: Self-Directed Learning: A maximum of four (4) PDA points may be earned for completing a written report on an article from a research journal or book review reflecting how the material influences the Diplomate's knowledge and practice. One (1) point is awarded per clinical research article or book review. The required documentation includes a written narrative of the book/article submitted on the [NCCAOM® Self-Directed Learning Template](#) (Adobe Form).

Question: All of my NCCAOM courses are not reported to my transcript. Are they sometimes not entered by provider?

Answer: In order for a PDA approved course to be reported to the Diplomate's Recertification Transcript, a Diplomate must:

1. Have an open recertification cycle.
2. The Diplomate's First name, Last Name and NCCAOM ID# entered during the course registration process must match exactly to the First name, Last Name and NCCAOM ID# in the NCCAOM's database (the Diplomate's online account).

When either of the two conditions above are not satisfied, course is not reported.

Question: Who are the "strategic partners" who give us discounts?

Answer: Chi Online is the vendor who offers and supports [free websites for Diplomates](#) and Framing success is the vendor who offers [discounted custom frames](#) for NCCAOM wall certificates.

Question: How can we add a doctorate to our NCCAOM education?

Answer: To add a non-mandatory education to your NCCAOM online account, please contact us at info@thenccaom.org and attach your Doctorate degree transcript. Our dedicated staff member will properly record it on your account.

Question: Do you have data on how often the FAP is actually used by patients and how often it takes for people to make appointments with us?

Answer: The NCCAOM Find A Practitioner Directory is the most visited page on the website. Below please see the aggregate data from Google Analytics. Unfortunately, it is not possible to collect any other data after the user has left the FAP page.

Web Page	2021 Visits	2022 Visits
Find A Practitioner Directory	45,466	42,945

Question: Is there a difference in which order to show credentials for CA license or should I show NCCAOM before the L.Ac.?

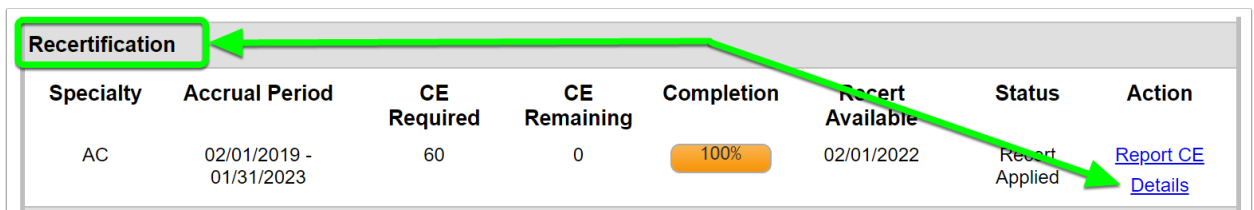
Answer: Credentials after Diplomate’s name should be placed in order they were received. If Diplomate obtained NCCAOM certification first and then the state acupuncture license, the NCCAOM designation must be placed before L.Ac.. If a state acupuncture license was obtained first and then the NCCAOM certification, the L.Ac. credential should precede the NCCAOM credential.

Question: Will you offer synchronization of recertification dates/ consolidate to same renewal date for diplomates with several NCCAOM certifications?

Answer: The NCCAOM certification database sets renewals on a 4-year fiscal certification cycle and unfortunately does not allow for pro-rating the recertification fees for a partial year. The good news is that any PDA course earned can be used towards the recertification’s sixty (60) required points in multiple certifications even though the expiration dates are different.

Question: Is there a way to check the current status of my PDA/CEUs?

Answer: Yes, Diplomates can always monitor their Recertification Transcript by logging in to their Certification account and clicking the “Details” link in the Recertification section:



Specialty	Accrual Period	CE Required	CE Remaining	Completion	Recert Available	Status	Action
AC	02/01/2019 - 01/31/2023	60	0	100%	02/01/2022	Recert Applied	Report CE Details

Question: Can we use the website if we are an integrated practice with another discipline?

Answer: The free Chi Online websites can be used by all active NCCAOM Diplomates, and you may list the full range of services your practice offers.

Question: I hold an NCCAOM certification in Acupuncture, but I want to obtain the herbal one. What's the difference between converting to OM and getting an NCCAOM Certification in Chinese Herbology?

Answer: NCCAOM Oriental Medicine Certification demonstrates training in both acupuncture and Chinese herbal medicine. Diplomates holding an NCCAOM certification in Acupuncture who apply for conversion to Oriental Medicine or to attain certification in Chinese Herbology, must have completed an accredited degree program in Oriental Medicine or completed education training in Chinese Herbology (ACAHM certificate program or apprenticeship training), demonstrate having completed 21 hours of coursework in diet, nutrition, or exercise, and pass the Chinese Herbology and Biomedicine (if not passed previously). Diplomate of Acupuncture may:

- A. Complete and submit the application for Conversion to Oriental Medicine certification. [Click here](#) for step-by-step instructions. [Click here](#) for instructions for application submission.
- OR**
- B. To obtain a certification in Chinese Herbology requires a separate application for Chinese Herbology Certification. Contact the NCCAOM at info@thenccaom.org.

If converted to Oriental Medicine certification, the Diplomate is required to maintain the OM certification only, the Acupuncture certification will become dormant and will not need to be renewed. If a separate Chinese herbology certification is obtained, the Diplomate is required to maintain both - Acupuncture and Chinese Herbology certifications through the recertification renewal process.