



How to Find a Diplomate's NCCAOM ID Number

When applying to NCCAOM to sit for the examinations and become nationally board-certified, applicants are issued an NCCAOM ID number (#). This number is unique to the individual and remains as their NCCAOM identification number throughout their AOM career and through retirement.

With the new *NCCAOM® PDA Certificate of Completion* distribution system and CE Banking, the correct spelling of the Diplomate's name as registered with NCCAOM and their NCCAOM ID # have become paramount in successfully awarding PDA points to their *NCCAOM® Recertification Transcript*. To assist PDA Providers when registering the attendees and preparing the PDA Certificate information, the areas below are where a Diplomate can find their name and NCCAOM ID #.

NCCAOM Registry

- We recommend PDA Providers add an “NCCAOM Registry” button to their registration on their website. The Registry lists all individuals who have applied through NCCAOM. This is the easiest way to assist the Diplomate in finding their name and ID number.
- To access the NCCAOM Registry, go to the NCCAOM website at www.nccaom.org. At the top of the home page, click on “Find A Practitioner”. Scroll down and click on “Registry”.

Note: The Diplomate's name and ID # are NOT listed in *NCCAOM® Find a Practitioner*.

NCCAOM Diploma

- An NCCAOM Diploma is awarded to candidates when they earn their NCCAOM Certification. The Diplomate displays the wall mounted NCCAOM Diploma in their office to show the patient their active certification as a nationally board-certified practitioner.
- The Diplomate's name is listed at the top and the NCCAOM ID # is located in the lower left corner.

NCCAOM ID Card



- All Diplomates are awarded a wallet sized NCCAOM ID Card when they obtain their NCCAOM Certification and when they recertify. The NCCAOM # is available on the ID Card in the lower right corner.

Helpful Hints

Diplomate's Name

- Must be written as it is recorded in the NCCAOM Certification system.
- No letters before or after the name
- No nicknames

NCCAOM ID

- Not mandatory, however it is highly recommended.
- Always starts with a number – no zeros in the front.
- There are no letters in the field

	Diplomate Name	NCCAOM ID #
Correct	John Doe	12569
Incorrect	Dr. John Doe	NCC12569
Incorrect	John Doe, L.Ac.	12569FL
Incorrect	John Doe, MSOM	12569

When registering the participant, getting the correct name and NCCAOM ID# *as well as the date of birth* will assure that the Diplomate will automatically receive the PDA points in their NCCAOM® *Recertification Transcript*.

Remember to check you 'Master Certificate List'! For those certificates that did not send successfully, you will need to correct the information and then email a new PDA Certificate.

Reminder! PDA Certificates are required for NCCAOM recertification and by state acupuncture boards. *The NCCAOM only accepts the branded NCCAOM® Certificate of Completion for PDA approved courses for recertification credit. Certificates created by Providers for PDA approved courses that are a non-branded certificate are not accepted for recertification.*

The certificate will be returned to the Diplomate with instructions to contact the Provider.