



Reinstatement to Active NCCAOM® Certification
Frequently Asked Questions (FAQs)

TABLE OF CONTENTS

Q1: What are the requirements to become NCCAOM® National Board-Certified through the Reinstatement process?3

Q2: What are the steps to get reinstated?5

Q3: Why should I reinstate my terminated NCCAOM® Certification?6

Q4: Do the PDA/CEU points assigned for the stand-alone eligibility requirements (CPR, safety, ethics) count towards the total PDA/CEU points due?6

Q5: What do you mean by Core Competency Categories?7

Q6: I was terminated 15 years ago. How will I know how many PDA points to submit and how much the fee will be?7

Q7: What if I do not remember my NCCAOM ID# or my NCCAOM Certification expiration date?7

Q8: I know I was NCCAOM Certified but my name is not in the Registry. What do I do?7

Q9: I want to apply immediately. When will the Reinstatement application be available online?7

Q10: I did not keep my certificates of completion for courses I have taken over the years. Can I take courses now and apply them to my NCCAOM reinstatement? ...8

Q11: I applied for reinstatement under the time-limited application. Do I have to re-apply under the current Reinstatement process?8

Q12: I have been licensed since my NCCAOM Certification terminated but I have lived in different states. Am I eligible?8

Q13: I was certified in both Acupuncture and Chinese Herbology. What are my requirements to reinstate to active NCCAOM Certification?9

Q14: I meet the eligibility requirements for Reinstatement but have an inactive state license. Can I apply?9



Q15: Once I apply, how long do I have to complete the eligibility requirements before my reinstatement application expires?.....9

Q16: Will I be able to become licensed in other states if I reinstate my NCCAOM Certification?.....9

Q17: When I renew my state license will I still have to recertify with the NCCAOM to maintain my NCCAOM Certification?.....10

Q18: After I satisfy all requirements for Reinstatement and become an NCCAOM® National Board-Certified Acupuncturist™, what else do I need to do to maintain my NCCAOM Certification?10



Reinstatement to Active NCCAOM® Certification

The NCCAOM implemented the permanent Reinstatement to Active NCCAOM® Certification on July 1, 2022. An NCCAOM Reinstatement Taskforce worked together with input from our accrediting agency, the [National Commission of Certifying Agencies \(NCCA\)](#) to create a means to allow former NCCAOM Diplomates to return to Active status. Anyone who was once certified by the NCCAOM and allowed their Certification to terminate is eligible to apply.

Q1: What are the requirements to become NCCAOM® National Board-Certified through the Reinstatement process?

A1: A former Diplomate is anyone who was once certified by the NCCAOM since 1982 and currently at terminated status. A former Diplomate may apply for Reinstatement through their online Certification account. The requirements listed below must be reported to their account within 12-months from the date the application was submitted.

- A. Active Acupuncture State License: An applicant must document they have an active state acupuncture license that is free of disciplinary action at the time they apply for reinstatement. The applicant must also submit documentation validating continuous state licensure that is clear of disciplinary actions during the terminated period. This includes all states where a license was or is currently held. Applicants with disciplinary actions may be considered and will follow the [NCCAOM® Procedures for Upholding Professional Conduct](#).
- B. CPR: Applicants must submit a CPR Certificate of Completion completed within four (4) years prior to their reinstatement application date. Only one (1) CPR Certificate is submitted for the reinstatement process. Four (4) PDA/CEU points may be applied to the Core Competency category.
- C. Safety: Applicants must complete a 2-hour [NCCAOM PDA approved safety \(SA\) course](#) within four (4) years prior to the reinstatement application date. Two (2) PDA/CEU points may be applied to the Core Competency Safety category.
- D. Ethics: Applicants must complete a 2-hour, [NCCAOM PDA approved ethics \(ET\) course](#) within four (4) years prior to the reinstatement application date. Two (2) PDA/CEU points may be applied to the Core Competency Ethics



category.

- E. **Clean Needle Technique (CNT)**: Documentation must be on file in the applicant's online Certification account for the original Council of Colleges of Acupuncture and Herbal Medicine's (CCAHM) 'full' (historically called face-to-face) *Clean Needle Technique (CNT) Certificate of Completion*. Applicants must also complete CCAHM's online course [CNT Review Course: Acupuncture Safety](#) within four (4) years prior to the reinstatement application date. Four (4) PDA/CEU points may be applied to the Core Competency category. The CNT requirement does not apply for reinstatement to the Chinese Herbology Certification.
- F. **Background Screening**: Applicants must complete background screening through NCCAOM's vendor, [Private Eyes](#). The fee of \$30 is paid directly to the vendor.
- G. **Core Competency Maintenance**:
Documentation of [PDAs/CEUs in the Core Competency categories](#) are required based on each applicant's [Certification expiration date](#). All PDA/CEUs must be earned as coursework completed in a classroom or e-learning environment and may be earned at any point during the applicant's terminated period.
A [Reinstatement Requirement Calculator](#) is available on the [NCCAOM Reinstatement](#) website page. The calculator is designed to assist applicants in determining the number of points and application fees required for reinstatement
- H. **Reinstatement Safety Evaluation**: All applicants must pass the NCCAOM® *Reinstatement Safety-Evaluation* by 75%. The Safety Evaluation is a set of 50 questions completed in the allotted time of one (1) hour. If the applicant scores less than 75%, five (5) PDAs/CEUs in continuing education coursework must be completed in each weak domain area. There is no fee for taking the safety-evaluation.



- I. Reinstatement Final Assessment (8+ years Terminated): Applicants who are eight (8) years plus one (1) day or more terminated must successfully pass the NCCAOM® Reinstatement Final Assessment by 75%. Fifty (50) questions are on the Acupuncture and Chinese Herbology Assessment which must be completed in one (1) hour. Oriental Medicine has 75 questions and applicants are given one (1) hour and 15 minutes to complete the Assessment. Scores less than 75% require the applicant to complete five (5) PDAs/CEUs in each weak domain area and then retake the Final Assessment. There is a \$40 fee for each attempt to pass the assessment.

- J. Reinstatement Application: The NCCAOM® *Reinstatement to Active Certification Application* is located in the former Diplomate's online account. [How to Complete a Reinstatement to Active NCCAOM® Certification Application Online \(PDF\)](#) is available on the website for applicants to view the steps of the online application. Application fees are non-refundable.

To stay within the 12-month application timeline, it is recommended that applicants report their PDA/CEU certificates in their online Certification account before submitting their reinstatement application.

Q2: What are the steps to get reinstated?

A2: All former Diplomates in Terminated status already have an [Online Portal](#) with the NCCAOM. Within the portal, there are two links which must be used to complete the eligibility requirements for reinstatement.

Report Reinst. CE: A designated area where all PDA/CEU requirements are reported, and PDA/CEU certificates of completion uploaded.

Reinstate App.: This link is used to access the NCCAOM® *Reinstatement to Active Certification Application*. All NCCAOM application fees must be paid by credit card at the time the application is submitted. If payment is not made when the application is completed, the system will time-out in 24 hours and the application must be re-started. Each applicant must be prepared to upload the following documents during their application process:



- A. Proof of a clear active license for the current state in which the applicant is licensed. This document can be obtained from the state regulatory agency website or requested from the agency.
- B. A copy of each state license(s) to practice acupuncture. If the applicant practiced in different states during the terminated the years, all licenses must be reported.
- C. Certificates of completion for CPR, Safety, and Ethics Coursework.

NOTE: The applicant may complete the requirements in any order. However, it is strongly recommended to Report CE first, prior to submitting a Reinstatement application (Reinstate App).

REMINDER: The Reinstatement application is valid for 12 months. If requirements for Certification are not met within 12 months, the applicant must reapply.

Q3: Why should I reinstate my terminated NCCAOM® Certification?

A3: JOBS! As acupuncture and herbal medicine (AHM) becomes more widely accepted in the United States and with the opioid crisis bringing to the forefront the need for non-pharmaceutical treatment methods, employers such as the Veterans Administration and federal government agencies as well as third-party payors are requiring NCCAOM® Certification. In addition, federal agencies rely on national standards such as NCCAOM® National Board Certification. Twenty-seven (27) states require NCCAOM Certification to ensure a national standard of competency knowledge.

Q4: Do the PDA/CEU points assigned for the stand-alone eligibility requirements (CPR, safety, ethics) count towards the total PDA/CEU points due?

A4: Yes, all PDA/CEU points earned may be counted toward the total due based on your [NCCAOM® Certification expiration date](#). In order to use the coursework for both an eligibility requirement and towards the total PDAs/CEUs due, the certificate of completion must be uploaded twice: Once during the application process and a second time as part of the “Report Reinst. CE” upload to the PDA/CEU transcript.



Q5: What do you mean by Core Competency Categories?

A5: The Core Competency categories consist of AOM theory and foundations of acupuncture and Chinese herbal medicine, biomedicine, safety, ethics, patient communications, legal and regulatory compliance. The Core Competency categories are listed in the [NCCAOM® Recertification Handbook](#) on pages 11-14.

Q6: I was terminated 15 years ago. How will I know how many PDA points to submit and how much the fee will be?

A6: The number of points is determined by the amount of time an individual's NCCAOM Certification is past its expiration date. The NCCAOM staff have created a [Reinstatement Requirement Calculator](#) that is available on the NCCAOM website. The calculator is designed to assist the applicant in determining the number of points and fees required for reinstatement. The applicant can access their NCCAOM Certification expiration date in the [NCCAOM Registry](#).

Q7: What if I do not remember my NCCAOM ID# or my NCCAOM Certification expiration date?

A7: Every practitioner who was NCCAOM Certified at any point of time since 1982 is listed in the [NCCAOM Registry](#). Applicants can locate their NCCAOM ID# and NCCAOM Certification expiration date in the Registry.

Q8: I know I was NCCAOM Certified but my name is not in the Registry. What do I do?

A8: If an applicant is not able to locate their information in the NCCAOM Registry, they should contact NCCAOM via email at reinstatement@thenccaom.org for help. Each situation is unique and will require an additional investigation on a case-by-case basis.

Q9: I want to apply immediately. When will the Reinstatement application be available online?

A9: The NCCAOM® *Reinstatement to Active Certification Application* is currently available in the applicant's Certification account. [How to Submit the Application for Reinstatement](#) provides information and screen shots of the application process.



Q10: I did not keep my certificates of completion for courses I have taken over the years. Can I take courses now and apply them to my NCCAOM reinstatement?

A10: Yes, you may submit PDA/CEU courses that you are currently taking to meet reinstatement requirements. The total PDA/CEU points due is the documentation of competency maintenance during the terminated period (i.e., 60 PDAs/CEUs per each four (4) year NCCAOM recertification cycle). All PDAs/CEUs must be earned in coursework completed in a classroom or e-learning environment in the Core Competency recertification category only.

- One PDA/CEU is equal to one hour of active, instructor-led learning.
- CEU certificates approved by a state acupuncture board may be submitted for reinstatement.
- One credit earned in a formal degree program (e.g., DACM, DAOM, etc.) reported on a school transcript is equal to fifteen (15) PDAs/CEUs.

Q11: I applied for reinstatement under the time-limited application. Do I have to re-apply under the current Reinstatement process?

A11: Yes. The time-limited reinstatement process closed on June 30, 2022. Former applicants who did not satisfy the prior reinstatement requirements must resubmit the current [NCCAOM® Reinstatement to Active Certification Application](#) and meet all eligibility requirements as of July 1, 2022.

Q12: I have been licensed since my NCCAOM Certification terminated but I have lived in different states. Am I eligible?

A12: Yes. An applicant must document they have an active state license that is free of disciplinary action at the time they apply for reinstatement. The applicant must also submit documentation validating a continuous state licensure that is clear of disciplinary actions during the terminated period. This includes all states where a license was or is currently held. Applicants with disciplinary actions may be considered and will follow the NCCAOM's current [NCCAOM® Procedures for Upholding Professional Conduct](#).



Q13: I was certified in both Acupuncture and Chinese Herbology. What are my requirements to reinstate to active NCCAOM Certification?

A13: NCCAOM policy requires Diplomates to return to Active status in their original NCCAOM Certification(s). Former Diplomates who held Certifications in both Acupuncture and Chinese Herbology must first return to Active status in each Certification. However, the required 60 hours of coursework per recertification cycle can be applied to both Certifications. Once Certified in both programs, the Diplomate has the option to apply for *NCCAOM® Conversion to Oriental Medicine*.

Q14: I meet the eligibility requirements for Reinstatement but have an inactive state license. Can I apply?

A14: No. An applicant must hold an active, free and clear state license at the time of application. All applicants for NCCAOM Certification via Reinstatement must hold a continuous and active state acupuncture license that is in good standing. Verification of all licenses must be provided during the online application process and copies of all licenses attached. It is an applicant's responsibility to provide proof of their current free and clear active license from the state acupuncture board at the time of the application submission.

Q15: Once I apply, how long do I have to complete the eligibility requirements before my reinstatement application expires?

A15: The *NCCAOM® Reinstatement to Active Certification Application* expires 12 months from the date the application is submitted. All documents must be reported to the applicant's online Certification account before the application expires. The former Diplomate can report course certificates into their online educational transcript at any time. It is advised to report all PDA/CEU certificates and other required documents before submitting the reinstatement application. Please contact reinstatement@thenccaom.org if assistance is needed to access the Certification portal.

Q16: Will I be able to become licensed in other states if I reinstate my NCCAOM Certification?

A16: Licensure requirements vary from state to state; therefore it is important to contact the state licensing board before applying for licensure. Some states require that candidates send their NCCAOM exam results while other states only



require demonstration of NCCAOM Certification. Therefore, the NCCAOM cannot guarantee portability to practice in other states. For details on each state's regulatory requirements for licensure, please see the interactive [NCCAOM State Regulatory Map](#).

Q17: When I renew my state license will I still have to recertify with the NCCAOM to maintain my NCCAOM Certification?

A17: Yes. A state license to practice and the NCCAOM National Board Certification are two completely different credentials and must be submitted separately. Maintaining one does not guarantee the other. However, earned PDAs/CEUs can be used for both the state license renewal and the NCCAOM recertification. To maintain an NCCAOM Certification, a Diplomate must recertify every four (4) years by completing all recertification requirements ([NCCAOM® Recertification Handbook](#), pg. 11) and submitting the online *NCCAOM® Recertification Application*.

Q18: After I satisfy all requirements for Reinstatement and become an NCCAOM® National Board-Certified Acupuncturist™, what else do I need to do to maintain my NCCAOM Certification?

A18: Diplomates are required to maintain their NCCAOM Certification by meeting recertification requirements every four (4) years. Sixty (60) hours of professional development and a current CPR certification are required in the four-year recertification cycle. A minimum of thirty (30) hours of continuing education coursework is required in the Core Competency Section. Current NCCAOM recertification requirements can be found in the [NCCAOM® Recertification Handbook](#), pages 11-14.