



DERMATOLOGY NURSING CERTIFICATION BOARD RECERTIFICATION REQUIREMENTS

Recertification Procedure

Each certification granted by the Dermatology Nursing Certification Board (DNCB) is valid for a three-year period. Expiration of certification shall occur uniformly on December 31. Candidates for recertification must meet eligibility requirements for certification: 1) Hold a current and unrestricted license as a registered nurse in the U.S., Canada, or a country approved by C-NET for the first certification test; 2) Have a minimum of two years of dermatology nursing experience as an RN. Recertification candidates must also pay recertification fees, and must meet one of the following criteria:

1. Successful completion of the certification examination prior to certification expiration, OR
2. Submission of completed application for recertification through continuing education prior to certification expiration.

Examination Option

If the examination option is selected, the candidate may test either one year in advance of the expiration of current certification or the year in which the certification expires. A test enrollment form and fees must be submitted prior to the filing deadline listed on the form.

Continuing Education Option

If the continuing education option is selected, the candidate must submit the recertification application and fee by December 31 of the three-year period.

DNCB recertification by continuing education is obtained by accumulating 45 contact hours with a minimum of 30 contact hours in dermatology nursing during the three-year DNCB certification period. Contact hours do not have to be accumulated in all categories.

DNCs are required to maintain verification of attendance, which will need to be submitted if audited. Any combination of the following activities is acceptable.

The following is a brief description of the Continuing education activities approved for recertification by continuing education:

Category A: Dermatology Nursing Programs
(minimum of 30 contact hours required per three-year period)

This group encompasses dermatology nursing programs offering approved contact hours for continuing education credit for nurses. These programs must be specific to dermatology nursing practice and may include workshops, conventions, seminars, and independent study activities. Up to, but no more than, 15 CME credits may be used in Category A. They must be in Dermatology and subject content must include topics pertaining to patient care, treatment, or procedures. CME course outline must be included with your application.

The program must define each contact hour as 60 minutes of content presented.

Category B: Academic Credit Courses

This group encompasses programs that address the broad area of health care and nursing-related courses offered by an accredited educational institution. The course must be applicable to dermatology nursing practice. One semester unit credit equals 15 contact hours. One quarter unit equals 10 contact hours.

Category C: Professional Publications

This group encompasses the publication of content relevant to dermatology nursing. The content must be published in a recognized professional journal or newsletter or a

recognized publishing house. The format shall be an article, book, book chapter, or research paper. Authorship or co-authorships of a book equals 15 contact hours. A book chapter, article, or research paper equals 5 contact hours. A copy of the publication must be submitted as part of the application for recertification.

Category D: Dermatology Presentations

This group encompasses participation as presenters of dermatology programs. The presentation may be delivered to professional nurses, other health care professionals, or lay people. One education presentation equals three contact hours. Contact hours will be awarded ONLY for initial presentation of any program.

Category E: General Nursing and Other Health Care Discipline Programs

This group encompasses programs that address a broad area of health care, medical (CME credits), general nursing, and continuing education activities planned to meet the individuals potential for professional growth. A copy of the certificate that details the contact hours awarded or a letter verifying attendance must be submitted as documentation of attendance if audited.

Application Process

Certification renewal notices will be sent to all applicants six months prior to the expiration date. The application deadline for those selecting the examination option is printed on the test enrollment form. Processing of applications received after the deadline for the test examination cannot be guaranteed. The application deadline for those selecting the continuing education option is December 31 of the current valid certificate. Late applications will be processed in order of receipt; however, issuance of the notice of recertification may be delayed beyond the expiration date of the currently valid certificate. It is the applicant's professional responsibility to maintain certification by monitoring the dates and submitting the application for recertification by the stipulated deadlines.

Notice of Recertification

Candidates who submit the continuing education recertification application and meet all the requirements will receive notification of their recertification within two weeks of the expiration date of their current certification. Applicants for renewal by continuing education who are denied renewal will be sent a letter of notification. The applicant will be informed of the option of the appeals process.

Candidates who sit for the exam will be notified upon receipt of their scores. Candidates who meet all the requirements will receive notification of their recertification within two weeks of the expiration date of their current certification.

Certificate

A wallet-size card indicating the certified status, identification number, and expiration date will be sent along with a wall-size certificate approximately ninety days from the expiration date of the current certificate.

Change of Name/Address

It is the candidate's responsibility to notify the DNCB office of any changes in their name and/or address during the three-year period since certification/recertification. Notifications for changes on other mailing lists of the association will not affect a change in the certification/recertification records.

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