

AMBULATORY CARE NURSING CERTIFICATION FACT SHEET

CREDENTIAL EARNED: RN-BC (Registered Nurse—Board Certified)

3,268 nurses are certified as of 12/2016

Pass Rate: 76% in 2016

Updated 11/14/2018

Exam administered by: **AMERICAN NURSES CREDENTIALING CENTER (ANCC)** • 800-284-2378 • nursingworld.org/our-certifications/ambulatory-care-nursing



Complete information about application and testing process is available in General Testing and Renewal Handbook at nursingworld.org/our-certifications/ambulatory-care-nursing, where you can type into/print your application. Information to prepare for the exam, ie. a **detailed Test Content Outline (TCO)**, references, and sample questions, is also found there.

NOTE: The exam changed to correspond with a new Test Content Outline on June 2, 2017.

The exam is **COMPUTER-BASED**. Nurses can apply year-round and test within a 90-day window at a time and location convenient to you at a **Prometric testing center** (prometric.com/ANCC).

FEES: \$395 non-member \$295 AAACN member (save \$100) ANA member \$270*

- * \$270 member rate for members of ANA Constituent Member Association (AAACN is not a constituent), which includes the Federal Nurses Association (FedNA) and the former State Nurses Associations (SNAs), must have held a membership for 6 months prior to application date.
- Prices include \$140 non-refundable administrative fee. Additional fees for special services may apply. See application for details.
- Discounts may be claimed for up to 5 business days after ANCC receives applications. Discount claims received after this will **not** be honored; refunds will not be issued.

RE-TAKE FEE: \$270 Flat Fee for everyone (No discounts apply)

APPLY TO RETEST

If you do not pass a certification exam, you may retest after 60 days. Candidates may not test more than 3 times in any 12 months. To retest, candidates must meet eligibility requirements in effect when the retest application is submitted. ANCC may require supporting documentation to determine eligibility.

Apply for retesting: wait 5 days after testing to apply for a retest online. Then visit nursingworld.org/our-certifications/ambulatory-care-nursing.

ELIGIBILITY REQUIREMENTS

- Hold a current active RN license in a state or territory of the United States or the professional, legally recognized equivalent in another country
- Have practiced the equivalent of two years full-time as a registered nurse
- Have a minimum of 2,000 hours of clinical practice in ambulatory care nursing and/or telehealth nursing within the last three years
- Have completed 30 hours of continuing education in ambulatory care nursing and/or telehealth nursing within the last three years

NOTE: If you're a nurse who is an educator, administrator, etc not performing hands-on clinical practice, we encourage you to use the test content outline (TCO) to determine whether your role fits the description of eligibility and whether the work you do lines up with what is described in the TCO. ANCC understands every applicant's role is different and will evaluate each application for eligibility. If you think you meet the eligibility requirements and your role is congruent with the test content outline, apply; ANCC will determine your true eligibility based on what you provide with documentation; If ANCC decides you're not eligible, you can appeal.

Ambulatory Care Nurse Board Certification Test Content Outline – Updated June 11, 2017

There are **175 questions** on this exam, including 25 pretest questions which are not scored. Pretest questions are used to determine how well these questions will perform before they're used on the scored portion. Pretest questions cannot be distinguished from those that will be scored, so it's important to answer all questions. A candidate's score is based solely on scored questions. Performance on pretest questions does not affect one's score. The **test content outline** identifies areas included on the exam. The percentage and number of questions in each of the major categories of the scored portion of the examination are also shown.

Category	Domains of Practice	No. of Questions	Percent
I	Clinical Practice	76	50.67%
II	Communication	34	22.67%
III	Professional Role	9	6.00%
IV	Systems/Legal and Regulatory	16	10.67%
V	Education	15	10.00%
	TOTAL	150	100.00%

RECERTIFICATION - Every 5 years

FEES: \$350 non-member \$295 AAACN member (save \$55) ANA member \$200*

Candidates for renewal must:

Option A: Professional Development plus Practice Hours.

- Hold a current, active RN license in a state or territory of the United States or the professional, legally recognized equivalent in another country;
- Hold a current ANCC certification;
- Complete the professional development requirements for your certification specialty (must be completed within the 5 years preceding your renewal application submission);
- Complete a minimum of 1,000 practice hours in your certification role and population/specialty (must be completed within the 5 years preceding your renewal application submission); and pay the renewal fee.

Option B: Professional Development plus Testing if you do not have practice hours in your certification specialty. This option applies only to those certifications in which an exam is available.

- Hold a current, active RN license in a state or territory of the United States or the professional, legally recognized equivalent in another country;
- Hold a current ANCC certification;
- Complete professional development requirements for your specific certification (must be completed within the 5 years preceding your renewal application submission);
- Pay the renewal fee; and pass the exam. (If you do not pass the exam, your certification is no longer valid.)

Tip for Option B: You can apply to test up to 12 months prior to your certification expiration date. If the certification test is retiring, you may apply to test any time before your certification is due to lapse. *If your certification has lapsed, visit nursingworld.org/our-certifications/ambulatory-care-nursing for renewal options.*

For questions regarding certification or recertification eligibility, pricing, or process, **please contact ANCC** via email certification@ana.org or by calling 800-284-2378 and **ask to talk to a nurse registrar in the certification department** (this will help you get to the proper person much faster)

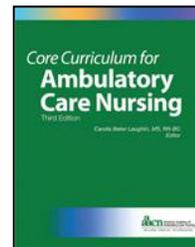
Disclaimer: This "Fact Sheet" was developed by AAACN for your convenience **only**. Nurses planning to certify should visit nursecredentialing.org for most up-to-date information & complete eligibility requirements. The American Nurses Credentialing Center (ANCC) administers the exam. The American Academy of Ambulatory Care Nursing (AAACN) offers study materials for the ANCC exam.

Exam preparation resources sold through AACN:

Order today at aaacn.org/store. Sorry, no phone orders.

AACN offers several resources to prepare you to take the certification exam:

Core Curriculum for Ambulatory Care Nursing, 3rd Edition: Content includes expanded focus on clinical care and telehealth practice, perioperative care, and the changing role of the ambulatory care nurse with medical homes, transitional care and complementary, and alternative therapies. **Over 30 hours of continuing education credit** are available (**free** to members of AACN). Purchase a copy to ensure you or your facility is providing the highest level of patient care in the ambulatory setting. (530 pages) *Product #P020V2012* **AACN Member: \$79 Regular: \$99**



Ambulatory Care Certification Review Course Available in the Following Ways:

- **Online Library** library.aaacn.org/aaacn/ - audio recording of the course, Power Point slides, and printable syllabus. Provides overview of potential content that may be tested on certification exam. It will reinforce knowledge of ambulatory care, identify weak areas, and provide new information. Course content is based on the test content outline for the exam. Topics are offered in an interactive, case problem-solving style to enhance critical thinking. 7.9 contact hours; **AACN Member: \$119 Regular: \$159**
- **In person at the AACN Annual Conference**
- **Purchase a group access program** for multiple users of the online course* (**10+ participants at \$100 each**) – email steph@aaacn.org
- **Present Course at your facility:** bring this course to your site (groups of 20+) - email Dianna.Metzler@aji.com
- **Certification Review Focused CE Series** at nurse.com: interactive webinar series with AACN instructors, 12 contact hours*

*See aaacn.org/certification-review-course or email aaacn@aaacn.org for details

Ambulatory Care Nursing Certification Review Course Syllabus, 2018: is a comprehensive course syllabus. Content is based on the outline of the ANCC exam and contains outlines, handout materials, and a comprehensive bibliography. *Product #P046v2018* **AACN Member: \$35 Regular: \$40**

Ambulatory Care Nursing Review Questions is a valuable resource that provides 179 multiple choice questions covering various components of ambulatory care practice grouped into 5 topic areas: Clinical practice, communication, issues and trends, systems, and education. This study resource is referenced to the Core Curriculum for Ambulatory Care Nursing. *Product #P047V2013* **AACN Member: \$34 Regular: \$44**



Ambulatory Care Nursing Bundle (includes Core text and Review Questions): Save \$14
AACN Member: \$99 Regular: \$129

Scope and Standards of Practice for Professional Ambulatory Care Nursing, 9th Edition promotes effective clinical and administrative management of increasingly complex ambulatory care RN roles and responsibilities in a changing health care environment. This edition contains significant revisions from previous versions, including updated Scope of Practice statement, as well as updates for the 16 standards of professional ambulatory care nursing practice.

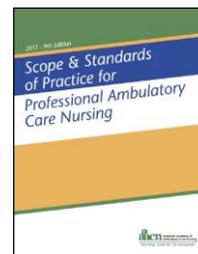
The scope of practice statement addresses the definition and unique characteristics of ambulatory care nursing, the conceptual framework, its history over the past 30 years, the diverse types of ambulatory care settings, roles of ambulatory care RNs, trends and issues in ambulatory care and future directions. The standards specify the competencies needed for professional clinical and administrative practice.

The first 6 standards address the 6 phases of the nursing process; the last 10 standards address Professional Performance. Each standard contains three sections:

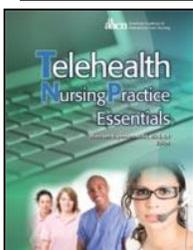
1. A statement of the standard addressed.
2. Measurement criteria that may be used for demonstrating competency for meeting the standard.
3. Additional standard statements and measurement criteria for nurse executives, administrators, and managers.

These changes offer clarification and specificity for the distinct domains of clinical and administrative nursing practice in ambulatory care settings. Use to guide ambulatory care nursing role descriptions and competencies; improve or create policies, procedures, and standards; train and orient staff; create clinical, telehealth, and administrative job descriptions; stimulate participation in research and evidence-based practice; guide ethical practice and patient advocacy; and guide performance improvement initiatives in clinical and organizational environments. The Standards will also assist registered nurses in preparing for the ambulatory care nursing certification exam.

Product #P015v2017 **AACN Member: \$29 Regular: \$44**



Telehealth Resources



Scope and Standards of Practice for Professional Telehealth Nursing, 6th Edition, 2018 defines clear responsibilities and accountabilities for clinical practitioners and administrators in the multitude of practice settings delivering telehealth nursing care. The standards are ideal for writing policies, procedures, and job descriptions, orienting staff, planning for Joint Commission surveys, and increasing the quality and safety of patient care. *Product #P035V11* **AACN Member: \$29 Regular: \$44**

Telehealth Nursing Practice Essentials, 2009 details the necessary information for safe, competent practice of telehealth nursing. It includes topics essential for nurses new to telehealth practice, experienced in telehealth, and for those interested in expanding their telehealth knowledge base. Key information is presented about the nursing process, nursing roles, legal issues, communication, customer service, technology, clinical decision tools, documentation, and clinical information to provide nurses with an in-depth understanding of the scope of telehealth nursing practice.

Product #P041V09 **AACN Member: \$69 Regular: \$89**

(ANCC) Ambulatory Care Nurse Board Certification Test Content Outline (Effective: June 11, 2017)

I. Clinical Practice (50.67%)

A. Assessment, Medication Management, and Disease Process/Pathophysiology

Knowledge of:

1. Medication management (e.g., reconciliation, interactions, education, polypharmacy)
2. Evidence-based practice
3. Disease process/pathophysiology

Skills in:

4. Assessment (including triage, psychosocial)
5. Nursing diagnosis (e.g., critical thinking, nursing process)

B. Protocols, Algorithms, Pathways, and Telehealth

Knowledge of:

1. Protocols, algorithms, pathways (e.g., clinical practice guidelines)

Skills in:

2. Performing telehealth (e.g., telephone triage, videoconferencing, telemedicine)

C. Plan of Care, Care Management, and Outcome Evaluation

Knowledge of:

1. Care management (e.g., case management, care coordination, resources)
2. Plan of care (e.g., individual/family/community, self-care management)
3. Outcome evaluation (e.g., timelines, treat to target)

D. Technical and Clinical Skills

Skills in:

1. Operating medical equipment (e.g., glucometers, defibrillators, nebulizer machines, electrocardiogram machines)
2. Maintaining medical equipment (e.g., daily crash cart checks, cleaning scopes/instruments)
3. Performing clinical tasks (e.g., procedures, point of care testing, wound care)
4. Accessing reliable information (e.g., identification of sources, evaluating information, querying information)

II. Communication (22.67%)

A. Interpersonal Skills and Customer Services

Skills in:

1. Establishing therapeutic relationships (e.g., active listening, motivational interviewing)
2. Developing/maintaining customer service excellence (e.g., conflict resolution, managing expectations, service recovery, de-escalation skills)

B. Communication Barriers and Cultural Competency

Knowledge of:

1. Cultural competency (e.g., religious beliefs/traditions)
2. Communication barriers (e.g., language, technology, cognitive/sensory disabilities, health literacy)

C. Documentation and Informatics

Skills in:

1. Documenting accurately and appropriately (e.g., approved abbreviations, timeliness)
2. Utilizing informatics (e.g., electronic medical record, telecommunication, video equipment, e-learning, email, emerging technologies)

III. Professional Role (6.00%)

A. Professional Development and Leadership

Knowledge of:

1. Leadership (e.g., leadership styles, project management, benchmarking, retention and recruitment)
2. Professional development (e.g., individual and staff, peer review, mentoring, coaching, self-assessment, certification)

B. Ethics and Advocacy

Knowledge of:

1. Ethics (e.g., end-of-life care, advance directives, whistleblowing, patient bill-of-rights)

Skills in:

2. Advocating for patients, families, and staff (e.g., referrals and resources, employee assistance program)

C. Scope of Practice

Knowledge of:

1. Scope of practice (e.g., delegation of tasks, assignments)

D. Scientific Research

Skills in:

1. Participating in scientific research

IV. Systems/Legal and Regulatory (10.67%)

A. Legal and Regulatory

Knowledge of:

1. Legal issues (e.g., risk management, patient complaints, failure to act)
2. Compliance (e.g., regulatory, coding, competency validation)
3. Standards of care (e.g., accreditation and regulatory standards)

B. Systems

Knowledge of:

1. Operations (e.g., scheduling, clinical workflow, policies and procedures, biohazard waste management)
2. Quality management (e.g., database registries, performance improvement, near miss, root cause analysis)
3. Reimbursement (e.g., CMS, coding, prior authorization, advanced beneficiary notice)

Skills in:

4. Applying fiscal management (e.g., budgeting, resources, staffing)
5. Monitoring for safety and security (e.g., incident reporting, disaster training, safety rounds)

V. Education (10.00%)

A. Teaching and Learning Principles

Knowledge of:

1. Teaching and learning principles (e.g., readiness to learn, techniques, evaluation, care-based learning)
2. Modes of educational delivery (e.g., face-to-face, teach-back, electronic learning)

B. Health Promotion and Disease/Injury Prevention

Knowledge of:

1. Consumer relations (e.g., patient/family orientation, community resources, information education)
2. Health promotion and disease/injury prevention (e.g., lifestyle change, levels of preventions)

Skills in:

2. Practicing population care management (e.g., outreach, health fairs, anticipatory guidance, shared medical appointments)