

## FAQ – Certificates of Completion and Awarding Contact Hours for Nursing as a Joint Accreditation Provider

### Certificates of Completion –

- Do not need to and should not use the ANCC logo or accreditation statement.
- Should use the JA logo and accreditation statement.
- May on the certificate and marketing/advertising delineate that the credit being awarded as:
  - XX ANCC contact hours
  - XX CNE credit
  - XX Nursing contact hours
- Should not use the term CEU.
  - CEU is a specific credit designation used by organizations accredited by IACET. And the conversion of 1 CEU into hours (time) is different.

### Award of contact hours –

- Contact hours are determined in a logical and defensible manner.
- Must be commensurate with participation in the activity.
- Contact hours are awarded to participants for those portions of the educational activity devoted to the learning experience and time spent evaluating the activity.
- Contact hours may not be awarded retroactively.
- 60-minute hour = 1 contact hour.
  - If rounding is desired in the calculation of contact hours, the provider must round to the nearest quarter hour (i.e., 2.76 hours will be 2.75 contact hours).