

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 may round to the nearest quarter hour (i.e., 2.76 hours will be 2.75 contact hours).

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