



RECERTIFICATION

A GUIDE FOR MAINTAINING YOUR CREDENTIAL





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Welcome to the CNOR community!

Congratulations on earning your Certified Perioperative Nurse (CNOR) credential from the Competency & Credentialing Institute. Earning your CNOR represents a deep personal commitment to nursing excellence and outstanding patient care. The professional accomplishment you achieved by becoming a CNOR demonstrates a passion for greater competency, knowledge, and skill.

The CNOR credential is conferred for a period of five years. To demonstrate your continued competency, you may recertify your credential. The enclosed CNOR recertification information is included for guidance.

If you have questions about your recertification, please visit www.cc-institute.org, email us at info@cc-institute.org, or call us toll-free at 888.257.2667.

We applaud your dedication to patient safety and perioperative excellence.

Sincerely,

Melissa R. Nosik, PhD, BCBA-D, ICE-CCP, SHRM-SCP
Chief Executive Officer

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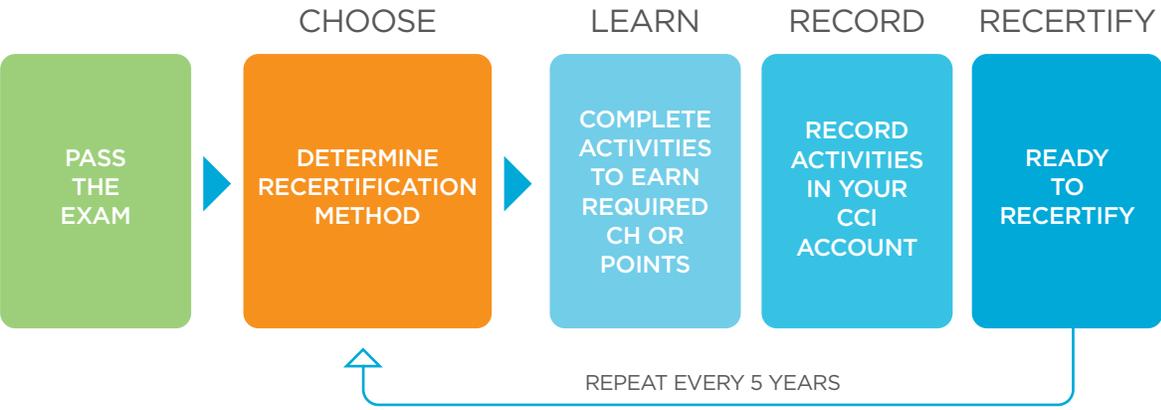
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THE PREMIER CREDENTIAL FOR PERIOPERATIVE NURSES

CNOR RECERTIFICATION

The rapid rate of change in the modern perioperative setting requires a conscious effort to maintain competency. When you recertify your credential, you demonstrate a continued dedication to perioperative excellence, an ongoing commitment to specialized knowledge, and a personal commitment to patient safety.

CNOR RECERTIFICATION CYCLE



RECERTIFICATION STEPS

1 Know Your Accrual Period

Your accrual period is the time period in which you must complete recertification activities. It begins on January 1 of the year you became certified or recertified, and continues through December 31 of the fifth calendar year.

MY ACCRUAL PERIOD					RECERT YEAR
JAN. 1 OF YEAR 1	YEAR 2	YEAR 3	YEAR 4	DEC. 31 OF YEAR 5	RECERTIFY JAN. 1 - DEC. 31
Enter year certified or recertified					

2 Choose Recertification Method and Complete Activities

Determine which recertification option is right for you, and complete professional development activities during your five-year accrual period.

Professional Activity Points

Earn the required number of points by engaging in eligible professional activities such as precepting, board service, or academic credit.

Continuing Education Contact Hours

Earn 125 contact hours via academic credit, continuing education contact hours, or continuing medical education credits during your accrual period. *This recertification option is only available to nurses who became CNOR-certified on or before 12/31/18, and last recertified prior to 2021. See [CNOR Handbook](#) for details.*

3 Meet Recertification Eligibility Requirements

The following recertification eligibility requirements must be met at the time of application.

- Hold an active CNOR credential, and current, unrestricted RN license.
- Currently working full- or part-time or completing volunteer work in perioperative nursing clinical practice, nursing education, administration, or research.
- Have worked a minimum of 500 hours in perioperative nursing within the 5-year recertification cycle, volunteer work hours can be counted. Of those 500 hours, 250 hours must be in the area of education, administration, research, or clinical practice that impacts intraoperative patient care.

4 Complete Application & Pay Fee

Submit the online application between January 1 – December 31 of your recertification year.

5 Begin Next 5-Year Cycle

Upon successful recertification, your new five-year accrual period begins.

**5-YEAR
CREDENTIAL** 

40,000+
Nurses Hold
the CNOR Credential





Recertification by Professional Activity Points

Recertification Requirement = 300 Points

Engage in eligible professional activities during your accrual period to earn points toward your recertification.



PROFESSIONAL ACTIVITY CATEGORIES

Complete professional activities in any of these categories during your accrual period, and earn 300 points to meet your recertification eligibility requirement.



Academic Study



Academic Teaching



Additional Points Activities



Board or Committee Service



Case Studies



Clinical Inquiry



Continuing Education



Games



Perioperative Certification



Precepting & Mentoring



Presentations



Professional Organization Activities



Publishing



Reflection



Training Certificates



Volunteer, Perioperative Service



Volunteer, CCI Certification Support Committees



Volunteer, CCI Test Development Committees

PROFESSIONAL ACTIVITY POINTS VALUES

Earn 300 points during your accrual period to recertify your credential. See [CNOR Handbook](#) for complete details on points activities.

Category	Points Per Activity	Activity Maximum	Category Maximum
Academic Study			
Healthcare-related degree-completion course (e.g. BSN, MSN, DNP, MBA)	<ul style="list-style-type: none"> • 1 Semester Hour/Credit = 20 Points • 1 Quarter Hour/Credit = 10 Points 	Unlimited	Unlimited Points
Academic Teaching			
Teaching a perioperative-related course for college credit	16 week perioperative class taught = 50 points 8 week perioperative class taught = 25 points	Unlimited	Unlimited Points
Additional Points Activity			
Visit CCI's Store to complete professional activity assignments worth Points	<ul style="list-style-type: none"> • 10 Question Activity = 10 Points • 20 Question Activity = 20 Points • Journal Club Attendee = 15 Points • True North Award Packet Writer = 15 Points 	Use any combination of Additional Points Activities toward the category maximum	100 Points
Board or Committee Service			
Service as a board or committee member	<ul style="list-style-type: none"> • International, National, or State Board/Committee Member = 30 Points/yr. • Local or Facility Board/Committee Member = 15 Points/yr. • CCI Board Member = 50 Points/yr. • CCI Certification Council = 50 Points/yr. 	Varies by service type	100 Points
Case Studies			
Visit CCI's Store to gain access to free case studies and best practice exercises worth Points	50 Points Each	2 Case Studies	100 Points
Clinical Inquiry			
Develop, implement, and/or evaluate QI, QA, EBP or research projects	<ul style="list-style-type: none"> • Primary Project Leader/Investigator = 50 Points per Project • Project Team/Co-investigator = 30 Points per Project 	Varies by role on project	100 Points
Games			
Visit CCI's Store to complete free perioperative games worth Points	2 Points Each	Use any combination of Games activities toward the category maximum	30 Points
Nursing Continuing Professional Development			
Continuing Education Contact Hours	1 Contact Hour = 2 Points	50 Contact Hours	100 Points
Continuing Medical Education (CME) - AMA PRA Category 1 <i>**Continuing Medical Education (CME) is counted in this category</i>	CME Category 1 Credit = 1 CH per Credit = 2 Points	50 CMEs	

Category	Points Per Activity	Activity Maximum	Category Maximum
Ongoing Professional Development			
This category includes earning Microcredentials (MC) and Certificates of Mastery (COM)	<ul style="list-style-type: none"> • Certificates of Mastery (COM) = 150 Points • Microcredentials (MC) = 50 Points 	Varies by type	200 Points
Perioperative Certification			
Attain or maintain accredited perioperative certification	<ul style="list-style-type: none"> • Initial Certification = 30 Points • Renewal of Certification = 20 Points 	Varies by certification cycle	100 Points
Precepting & Mentoring			
Precepting or mentoring, including new employee orientation*	1 Precepted or Mentored Employee = 25 Points <i>*requires 80 hours with a single employee.</i>	4 Employees	100 Points
Presentations			
Healthcare-related professional presentations	<ul style="list-style-type: none"> • CE Podium Presentation: 30 Mins = 30 Points • CE In-Service: 30 Mins = 10 Points • CE Poster Presentation = 20 Points • Non-CE Presentation: 60 Mins = 30 Points 	Varies by presentation type	150 Points
Professional Growth & Development: Digital Media			
The content must be healthcare-related, and live events can be repeated if presented to a new audience.	<ul style="list-style-type: none"> • Blogs = 50 Points • Podcasts: Host/60 Mins = 20 Points, Facilitate/60 Mins = 10 Points • Live Events = 10 Points • Professional Development Activities = 25 Points 	Varies by type See CNOR Handbook For Details	150 Points
Professional Organization Activities			
Visit CCI's Store to gain access to our collaborative partners' library of topics worth Points	<ul style="list-style-type: none"> • 10 Question Activity = 10 Points • 20 Question Activity = 20 Points 	Use any combination of activities toward the category maximum	100 Points
Publishing			
Authoring and contributing to published articles, poster presentations, and dissertations	<ul style="list-style-type: none"> • Primary Author, Peer-reviewed Journal Article = 50 Points • See CNOR Handbook for activity list 	Varies by publishing role or project	150 Points
Reflection			
Visit CCI's Store to complete free perioperative reflection exercises worth Points	25 Points Each	2 Reflective Exercises	50 Points
Training Certificates			
Non-CE, in-person BLS, ACLS, PALS, TNCC and NRP training by the American Heart Association, Red Cross, or Military Training Network	<ul style="list-style-type: none"> • BLS = 5 Points • ACLS = 10 Points • PALS = 10 Points • NRP = 10 Points • TNCC = 10 Points • Non-CE = 10 Points 	Initial and renewal within one accrual period	30 Points

Category	Points Per Activity	Activity Maximum	Category Maximum
Volunteer, Healthcare Related Service			
Volunteer service at medically-related, underserved clinics or mission trips	Local/Facility = 5 pts Regional = 5 pts State = 15 pts	National/International - Participant = 25 pts National/International - Leadership = 50 pts Non-Healthcare Related = 15 pts	100 Points
Volunteer, CCI Certification Support Committees			
Service as a CCI Certification Coach	Each Year of Service = 20 Points		100 Points
Service as a CCI educational product volunteer	Writing 20 Questions = 20 Points	• 80 Questions	
Volunteer, CCI Test Development Committee			
Service on CCI's test development committees	See CNOR Handbook for activity list	Varies by committee type	100 Points

Professional Activity Points Logs

Track progress during your accrual period in any category with our professional activity logs. Upload and store activity documentation in your CCI account.

PROFESSIONAL ACTIVITY POINTS SUMMARY

Develop a personalized summary of progress toward your 300 point requirement.

Mary's Summary

Date Certified (or last recertification date) 6/21/16
 Recertification Activity Accrual Period..... 1/1/16 - 12/31/20
 Recertification Year..... 2021
 Recertification Application Period..... 1/1/21 - 12/31/21
 Recertification Application Deadline..... 12/31/21



Category	Activity	Accrual Period Year(s)	Points
Continuing Education	Contact Hours	2016, 2017, 2018	70
Publishing	Doctoral Dissertation	2016	100
Volunteer, CCI Committees	CNOR Job Analysis Committee	2020	40
Precepting/Mentoring	Precepted 1 Employee Per Year	2017, 2018	50
Clinical Inquiry	QA Committee Project Team	2018	30
Volunteer, Perioperative Service	Haiti Mission Trip	2019	20
ACCRUAL PERIOD GRAND TOTAL			310

300 met

Next Recertification Cycle: In this example, if Mary successfully recertified on 3/27/21, her next accrual period would be 1/1/21 - 12/31/25. Mary's next recertification year would be 2026.

My Summary

Category	Activity	Accrual Period Year(s)	Points
ACCRUAL PERIOD GRAND TOTAL			



Academic Study Log

Activity

Healthcare-related degree-completion course (e.g. BSN, MSN, DNP, MBA)

Points Per Activity

- 1 Semester Hour/Credit = 20 Points
- 1 Quarter Hour/Credit = 10 Points

Activity Maximum

Unlimited

Category Maximum

Unlimited Points

Documentation

If your application is audited, you will need to provide a copy of your official or unofficial transcript.

Course Title	Date Completed	Institution Name	Course Start & End Dates	Quarter or Semester Credit/Hours	Points Total
ACCRUAL PERIOD GRAND TOTAL					



Academic Teaching Log

Activity

Teaching a perioperative-related course for college credit

Points Per Activity

- 16 wk perioperative class = 50 pts
- 8 wk perioperative class = 25 pts

Activity Maximum

Unlimited

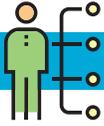
Category Maximum

Unlimited Points

Documentation

If your application is audited, you will need to provide a syllabus, course description, or other documentation that verifies your name and role as the instructor.

Course Title	Institution Name	Course Start & End Dates	Quarter or Semester Credit/Hours	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Additional Points Activities Log

Activity

Visit CCI's Store to complete free professional activity assignments worth Points

Points Per Activity

- 10 Question Activity = 10 Points
- 20 Question Activity = 20 Points
- Journal Club Attendee = 15 Points
- True North Award Packet Writer = 15 Points

Activity Maximum

Use any combination of Additional Points Activities toward the category maximum

Category Maximum

100 Points

Documentation

If your application is audited, the points certificate in your CCI account will be verified.

Program Title	Author or Professional Organization	Number of Questions <small>(10 or 20 Questions)</small>	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Board or Committee Service Log

Activity

Service as a board or committee member

Points Per Activity

- International, National, or State Board/Committee Member = 30 Points/yr.
- Local or Facility Board/Committee Member = 15 Points/yr.
- CCI Board Member = 50 Points/yr.
- CCI Certification Council = 50 Points/yr.

Activity Maximum

Varies by service type

Category Maximum

150 Points

Documentation

If your application is audited, you will need to provide four examples of board summaries, meeting minutes, or committee reports for each year of participation.

Board/Committee Name	Role	Committee Type	Dates & Number of Years Served	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Case Studies Log

Activity

Visit CCI's Store to gain access to free case studies and best practice exercises worth Points

Points Per Activity

50 Points Each

Activity Maximum

2 Case Studies

Category Maximum

100 Points

Documentation

If your application is audited, the points certificate in your CCI account will be verified.

Program Title	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL		



Clinical Inquiry Log

Activity

Develop, implement, and/or evaluate QI, QA, EBP or research projects

Points Per Activity

- Primary Project Leader/Investigator = 50 Points per Project
- Project Team/Co-investigator = 30 Points per Project

Activity Maximum

Varies by role on project

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a final report that summarizes evidence of participation, including the project's impact on current practice and/or patient outcomes.

Institution or Sponsor Name	Project Name	Investigative Role	Type of Project (QI, AQ, EP, Research)	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL					



Perioperative Certification Log

Activity

Attain or maintain accredited perioperative certification.**

Points Per Activity

- Initial Certification = 30 Points
- Renewal of Certification = 20 Points

Activity Maximum

Varies by certification cycle

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a copy of your certificate or wallet card.

Perioperative-Related Certification	Credentialing Organization	Initial Certification Date	Recertification Date	Points Total
ACCRUAL PERIOD GRAND TOTAL				

**Other training may be approved by CCI on a case-by-case basis. Documentation must be provided to CCI for review. See [CNOR Handbook](#) for full details.



Professional Growth & Development: Digital Media

Activity

The content must be healthcare-related, and live events can be repeated if presented to a new audience.

Points Per Activity

- Blogs = 50 Points
- Podcasts: Host/60 Mins = 20 Points, Facilitate/60 Mins = 10 Points
- Live Events = 10 Points
- Professional Development Activities = 25 Points

Activity Maximum

Varies by certification cycle

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a copy of or link to content/objective materials presented or other documentation that verifies the digital media activity.

Content Type	Organization Produced For	Publication Date	Link	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Precepting & Mentoring Log

Activity

80 hours of precepting or mentoring, including new employee orientation

Points Per Activity

1 Precepted or Mentored Employee = 25 Points

Activity Maximum

4 Employees

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a letter from your supervisor confirming your precepting or mentoring experience.

Organization	Preceptee or Mentee Name	Start & End Dates	Points Total
ACCRUAL PERIOD GRAND TOTAL			



Presentations Log

Activity

Healthcare-related professional presentations

Points Per Activity

- CE Podium Presentation: 30 Mins = 30 Points
- CE In-Service Presentation: 30 Mins = 10 Points
- CE Poster Presentation = 20 Points
- Non-CE Presentation: 60 Mins = 30 Points

Activity Maximum

Varies by presentation type

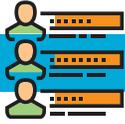
Category Maximum

150 Points

Documentation

If your application is audited, you will need to provide a program brochure, activity documentation form, or completed course evaluation with presentation title, date, and objectives of presentation.

Presentation Title	Presentation Date	Presentation Type <small>(CE or non-CE; Podium, Poster, or In-service)</small>	Presentation Length <small>(Minutes/Hours)</small>	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Professional Organization Activities Log

Activity

Visit CCI's Store to gain free access to our collaborative partners' library of topics worth Points

Points Per Activity

- 10 Question Activity = 10 Points
- 20 Question Activity = 20 Points

Activity Maximum

Use any combination of activities toward the category maximum

Category Maximum

100 Points

Documentation

If your application is audited, the points certificate in your CCI account will be verified.

Program Title	Author or Professional Organization	Number of Questions <i>(10 or 20 Questions)</i>	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Publishing Log

Activity

Authoring and contributing to published articles, poster presentations, and dissertations

Points Per Activity

- Primary Author, Peer-reviewed Journal Article = 50 Points
- See CNOR Handbook for activity list

Activity Maximum

Varies by publishing role or project

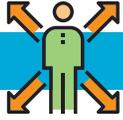
Category Maximum

150 Points

Documentation

If your application is audited, you will need to provide a copy of the title page, table of contents, or abstract indicating you are the author, co-author, or contributor.

Book/Publication Title	Publication Date	Material Type <i>(Book, Publication, Dissertation, etc.)</i>	Contributing Role <i>(Primary Author, Reviewer, etc.)</i>	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Reflection Log

Activity

Visit CCI's Store to complete free perioperative reflection exercises worth Points

Points Per Activity

25 Points Each

Activity Maximum

2 Reflective Exercises

Category Maximum

50 Points

Documentation

If your application is audited, the points certificate in your CCI account will be verified.

Program Title	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL		



Training Certificates Log

Activity

Non-CE, in-person BLS, ACLS, PALS, TNCC and NRP training by the American Heart Association, Red Cross, or Military Training Network

Points Per Activity

- BLS = 5 Points
- ACLS, PALS, NRP, TNCC = 10 Points
- Non-CE - 10 Points

Activity Maximum

Initial and renewal within one accrual period

Category Maximum

30 Points

Documentation

If your application is audited, you will need to provide a copy of your training certificate from the American Heart Association, American Red Cross, or Military Training Network.

Program Title	Approved Provider	Date Completed	Points Total
ACCRUAL PERIOD GRAND TOTAL			



Volunteer, Healthcare Related Service

Activity

Volunteer service at medically-related, underserved clinics or mission trips

Points Per Activity

Points vary by project type. Please refer to page 71 of CNOR Handbook for details

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a letter from your supervisor or mission director on organization letterhead attesting your volunteer contributions and service dates.

Institution or Sponsor Name	Role	Project Supervisor Name	Start & End Dates	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Volunteer, CCI Committees Log

Activity

Service as a CCI Certification Coach

Points Per Activity

! Year as Coach = 20 Points

Activity Maximum

5 years service per cycle

Category Maximum

100 Points

Service as a CCI educational product volunteer

Writing 20 Questions = 20 Points

80 Questions

Documentation

If your application is audited, you will need to provide a letter of participation. CCI Educational Product Volunteers must provide a copy of their points certificate.

Committee Name	Dates of Service	Committee Type	Committee Role <i>(Chairperson/Team Leader or Committee Member)</i>	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Volunteer, CCI Test Development Committees

Activity

Service on CCI's test development committees

Points Per Activity

See CNOR Handbook for activity list

Activity Maximum

Varies by committee type

Category Maximum

100 Points

Documentation

If your application is audited, you will need to provide a certificate of completion from each Test Development Committee assignment, or a letter of participation

Committee Name	Dates of Service	Committee Type	Committee Role <i>(Chairperson/Team Leader or Committee Member)</i>	Points Total
ACCRUAL PERIOD GRAND TOTAL				



Recertification by Continuing Education Contact Hours

Recertification Requirement = 125 Contact Hours

Earn academic credit, obtain continuing education contact hours, or gain continuing medical education credits during your accrual period to meet recertification eligibility requirements. Upload and store activity documentation in your CCI account.

This recertification option is only available to nurses who became CNOR-certified on or before 12/31/18, and last recertified prior to 2021. See CNOR Handbook for details.

RECERTIFICATION BY CONTINUING EDUCATION CONTACT HOURS

A combination of continuing education contact hours, continuing medical education, and academic credits earned during your accrual period may be used to meet the 125 contact hours requirement.

Activity	Contact Hours Per Activity	Activity Maximum Toward 125 CH Requirement	Contact Hour Maximum Toward 125 CH Requirement
Continuing Education Contact Hours	75 contact hours must be perioperative nursing-related	125 CH	125 CH
Continuing Medical Education AMA PRA Category 1 <i>*Continuing Medical Education (CME) is counted in this category</i>	1 AMA PRA Category 1 CME = 1 Contact Hour	125 CMEs	125 CH
Academic Credit	<ul style="list-style-type: none"> • 1 Semester Hour = 15 Contact Hours • 1 Quarter Hour = 10 Contact Hours 	5 Semester Hours or 7 Quarter Hours	62.5 CH

Contact Hours

Certificants can meet the recertification requirements by earning continuing education contact hours from accredited, approved providers. Contact hours must be completed during your accrual period. Of the 125 contact hours requirement, 75 contact hours must be related to perioperative nursing. See CNOR Handbook for complete list of approved perioperative topics and providers. Please note, 1 AMA PRA Category 1 CME = 1 Contact Hour.

Academic Credit

1 Semester Hour = 15 Contact Hours | 1 Quarter Hour = 10 Contact Hours

Up to 50% of the 125 contact hours requirement may be met by using academic credits. Academic credits must be completed during your accrual period, and meet the following criteria.

- Courses must be required for a baccalaureate or higher degree, and taken for credit. Certificants do not need to be enrolled in a formal degree program at the time the course is taken.
- A grade of C or better must be achieved for each course.
- Courses must be sponsored by an accredited educational institution.



RECERTIFICATION ALTERNATIVES

Consider these options if you need more time to complete your professional activities, or are leaving the OR.

CNOR Extension Year

Active CNORs unable to complete professional activities during the accrual period may apply for a one-year extension. Apply for CNOR Extension Year by logging into your CCI account and completing the online application. Download the CNOR Handbook for details.

CNOR Emeritus Status

Retiring or ineligible perioperative nurses may preserve their CNOR credential with a one-time application for Emeritus Status. Apply for CNOR Emeritus Status by logging into your CCI account and completing the online application. Download the CNOR Handbook for details.

RECERTIFICATION RESOURCES

Learn more about recertifying your CNOR and meet recertification requirements with our complimentary resources. All required points can be met by completing free activities in the CCI store.



CNOR Handbook

The complete guide on recertifying your CNOR credential, including helpful deadlines. *Download at www.cc-institute.org.*



CCI Staff Support

CCI's nursing staff is available to answer questions about eligibility or preparation. *Contact us at www.cc-institute.org/contact.*



Recertification Webinars

Learn more about recertification and eligible professional activities. *See the schedule at www.cc-institute.org/events/.*



Free Educational Activities

Earn points with our complimentary professional activities. *Available at www.cc-institute.org/free-points.*



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