

Recertification Activity Credit Guide

All recertification activities must relate directly to public health.

Recertification Activities	Credits
Continuing Education Activities	
Conferences/Meetings - Participation/Attendance	1 credit per 1 hour
Dissertation	15 credits per year
Earning Other Public Health-Related Certifications	10 credits
Medical/Clinical Residency	15 credits per year
Podcasts/Webinars - Participation/Attendance	1 credit per 1 hour
Presentation - Participation/Attendance (Online/In-Person)	1 credit per 1 hour
Training Courses - Participation/Attendance (Online/In-Person)	1 credit per 1 hour (<i>Up to 10 credits per training course</i>)
University/College Course - Quarter	7 credits per course
University/College Course - Semester	15 credits per course
University/College Course - Trimester	10 credits per course
Workshop/Seminar - Participation/Attendance (Online/In-Person)	1 credit per 1 hour
Supporting NBPHE Activities	
Exhibiting for NBPHE Certifications	1 credit per 1 hour
Item Writer for NBPHE Exams or Practice Materials	10 credits per year
NBPHE Advisory/Council/Committee Membership	As instructed by NBPHE
NBPHE Book Club Participation/Facilitation	5 credits per year
NBPHE Certification Ambassador	5 credits per year
NBPHE Study/Exam Materials Development	As instructed by NBPHE
Presenter for NBPHE Exam Review Session	1 credit per 1 hour of a presentation (<i>Up to 5 credits per presentation including prep time</i>)
Respond to NBPHE Job Task Analysis	1 credit
Submit Testimonial to NBPHE	1 credit per year
Volunteer Service and Leadership Activities	
Note: <i>Up to 20 hours total per cycle in this category</i>	
Board or Committee Member for a Public Health Organization	1 credit per 1 hour (<i>Up to 10 hours per cycle</i>)
Interagency Technical Assistance	1 credit per 1 hour (<i>Up to 10 hours per cycle</i>)
Site Visitor for Public Health Accreditation Organizations	1 credit per 1 hour (<i>Up to 10 hours per cycle</i>)

Experiential Learning Activities	
Fellowship	15 credits per year
Formal Mentor/Mentee Program	6 credits per year
Leadership Institute Participation	1 credit per 1 hour
Preceptorship	6 credits per year
Publish/Grants Activities	
AJPH Article Review	1 credit per article (Up to 6 credits per cycle)
Grant: Submission and/or Technical Review	10 credits (Up to 20 credits per cycle)
Publish Article/Manuscript for Peer-Reviewed Journal	10 credits per article
Review Article/Manuscript for Peer-Reviewed Journal	6 credits per article
Teaching Activities	
Peer Training, Shadowing or Mentoring (Non-Supervisory)	1 credit per hour (Up to 5 credits per cycle)
Presentation Oral or Poster (Online/In-Person)	1 credit per hour of a presentation (Up to 5 credits per presentation including prep time)
Teach Multi-Day Course	10 credits per course
Workshop - Create and Lead	6 credits per course
Public Health Nursing Research Activities	
<i>Note: For CPHN certificants only</i>	
Public Health Nursing Research, Program Evaluation, and Quality Improvement Projects (Academic & Practice)	10 credits per year





Additional Activity and Credit Information

Things to Note:

- Activities must relate directly to public health and can be from any organization/provider.
- NBPHE does not have a list of authorized providers for recertification activities but does provide the [RECERT Activity Finder](#) as a resource for credits. Websites like [TRAIN](#), [Public Health Training Center](#), [Public Health Learning Navigator](#), and [UniversiDI](#) also offer courses that count as credits.
- Your job or work responsibilities will not count towards recertification. Recertification activities are above and beyond your routine job.

CONTINUING EDUCATION ACTIVITIES

Attending Public Health Professional Events

- Conferences, meetings, webinars, podcasts, training courses (up to 10 credits per training course), presentations, workshops, and seminars offered in-person, online, or via audio/video):
 - Credit will only be earned for individual sessions focused on public health related topics. Time on general sessions, breaks, and social events will not count.
 - Typically, credits earned will be determined by the provider. For activities offered by providers which are NOT pre-approved, 1 credit per hour.

Attending Public Health/Public Health Nursing College or University Courses

- College or university courses and programs taken in-person or online for academic credit which result in a passing grade:
 - Summer programs are also allowed under this category. Courses and programs under this category must be related to public health related topics.
 - 15 CPH recertification credits per semester-long course
 - 10 CPH recertification credits per trimester-long course
 - 7 CPH recertification credits per quarter-long course

Dissertations and Medical Residencies

- Dissertation:
 - 15 credits per year while working on a dissertation.
- Medical Residency:
 - 15 credits per year are earned during a medical residency.

Earning Public Health Related Certifications

- Earning public health related certifications may count up to 10 credits towards recertification.
- You may only count your awarded certification once during the recertification cycle.
- Continuing education/recertification activities that may be reported to renew other public health related certifications may also count towards recertification, assuming they relate to public health.

SUPPORTING NBPHE ACTIVITIES

NBPHE Committee/Leadership Involvement, Exhibiting with NBPHE, Review Session Presenter

- 1 credit per hour for exhibiting with or for NBPHE at national conferences.
- 10 credits per year for serving as an Item Writer for NBPHE certification exams or practice exams.
- Number of hours will be determined by NBPHE for serving on the NBPHE Advisory Committee, NBPHE Certification Councils, or NBPHE Committees.
- 5 credits per year for participating in or facilitating the NBPHE Book Club.
- 5 credits per year for serving as an NBPHE Certification Ambassador.
- Number of hours will be determined by NBPHE for developing NBPHE certification program exam/study materials.
- 1 credit per 1 hour of a presentation (Up to 5 credits per presentation including prep time) for being a presenter for a NBPHE Exam Review Session.
- 1 credit for responding to NBPHE's Job Task Analysis.
- 1 credit per year for submitting a testimonial to NBPHE on the value of certification.

VOLUNTEER SERVICE AND LEADERSHIP ACTIVITIES

***NOTE:** Up to 20 hours total per cycle in this category*

Service/Leadership Activities

- Non-compensated public health activities provided as service to organizations other than the certificant's employer (e.g., service as a board or committee member for a public health organization, providing interagency technical assistance, serving as a site visitor for public health organizations, or volunteering at a public health event.) General membership in an organization will not count.
 - 1 credit per 1 hour (up to 10 hours per cycle) for service activities.
 - This category is limited to a maximum of 20 hours per recertification cycle.

EXPERIENTIAL LEARNING ACTIVITIES

Fellowship, Mentoring Program, Leadership Institute, Preceptorship

- 15 credits per year will be earned for participation in formal public health fellowship training programs.
- 6 credits per year for participation in a formal public health mentoring program.
- 1 credit per hour for participation in a public health leadership institute program.
- 6 credits per year for participation in a preceptorship program.

PUBLISH/GRANTS ACTIVITIES

AJPH Article Review/Grant Application Submissions/Manuscript for Peer-Review Journal

- 1 credit per article will be earned by reading articles from the American Journal of Public Health (AJPH). Visit the [AJPH Article Review webpage](#) (limit of 6 credits per cycle.)
- 10 credits for submission of a formal grant application or participation in a formal/ technical grant review session (limit of 20 credits per cycle).
- 10 credits per article will be earned for each peer-reviewed article, manuscript, chapter, or book that is written and published (limited to authors who made substantial contribution to published document).
- 6 credits per article for each peer-reviewed journal article, manuscript, chapter, or book that reviewed.

TEACHING ACTIVITIES

Peer Training, Presenting, Teaching Multi-Day Courses, Developing and Leading Workshops

- 1 credit per hour will be earned for non-supervisory peer training, shadowing or mentoring (limited to 5 credits per cycle.)
- 1 credit per hour for providing an in-person/online oral or poster presentation or being a guest lecturer (limit of 5 credits per presentation including prep time). Presentation must be newly written/developed by speaker to be eligible for credit.
- 10 credits per course for teaching each new multi-day course. Course must be newly developed and delivered by certificant to be eligible for credit.
- 6 credits per course for each new one-day workshop or seminar that is instructed. Workshop/seminar must be newly developed and delivered by the certificant to be eligible for credit.

PUBLIC HEALTH NURSING RESEARCH ACTIVITIES

NOTE: For CPHN Certificants Only

Public Health Nursing Research Projects

- 10 credits per year will be earned for public health nursing research, program evaluation, or quality improvement projects in both academia and practice. The CPHN certificant must be leading the research or leading the student in bringing the work forward.



Note: NBPHE randomly audits approximately 5% of certificant recertification applications for review. Certificants are advised to retain supporting documentation of recertification credits earned. Certificants selected for an audit will receive an email from NBPHE's certification staff and will be required to submit verifiable documentation (i.e., college transcript, certificate of completion, copy of article, program brochure, flyer, syllabus, or roster) for each activity listed in the recertification application.

