

## Individual Learning Needs Assessment

### Frequently Asked Questions



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#### **The ILNA Renewal Method - General Information & Background**

##### **Why is there a change in recertification methods?**

The ILNA method will make the recertification process more meaningful for nurses. The oncology certified nurse will concentrate on specific areas to improve his/her competency. He or she will not need to spend extra hours getting CE or other professional development that isn't needed, just to meet a specific number of points. Much of the impetus to develop more meaningful methods of ensuring continuing competence among healthcare professionals has come from healthcare consumers.

##### **Who provided input into the decision to implement ILNA?**

A subcommittee of the ONCC Board of Directors conducted a literature review and extensive inquiry into various methods of assessing continuing competency and recertification among healthcare providers. Information from other sources, such as the Institute of Medicine reports, was also reviewed.

The Board also convened a panel to make recommendations on the issue. The panel included certified nurses, ONS Special Interest Groups, healthcare consumer advocates, academic educators, staff educators, and first line managers. All of the ONCC credentials were represented, and of those, the majority was nurses who provide direct care to patients. Both adult and pediatric oncology was represented, at the basic and advanced practice levels. The ONCC Board accepted the panel's recommendations.

##### **Will ILNA be more work for a nurse?**

Because the ILNA method will focus on meeting a nurse's identified learning needs, it will be less work for most candidates. For example: currently, OCN® certified nurses must earn 100 points to meet recertify by ONCPRO. With ILNA, nurses will need to earn points only in the subject areas in which their knowledge is weak based on their learning needs assessment or examination score report.

The score reports of candidates who passed an ONCC test in 2012 indicate most nurses will need less than 40 points. This would translate into 40 hours of CE versus the current 100 hours. Many nurses are expected to do well enough on the assessment that they will need to attain only the minimum of 25 points, in the category or categories of their choice.

##### **How should I renew my certification until 2016?**

Nurses will continue to renew certification by the current renewal options through 2015. These include Option 1 (Practice hours + ONC-PRO), Option 2 (Practice hours + Testing), and Option 3 (ONC-PRO + Retesting).

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## The Learning Needs Assessment

### When may I complete the assessment?

ONCC will notify you when you are eligible to take the assessment. In most cases, shortly after you renew your current certification you'll be notified that you're eligible to take the assessment and begin preparing for your next renewal. The exception to this may be the first year. Nurses who renew certification in 2012 will have access to the assessment in early 2013, because the first forms may take a little longer to develop. The earlier you take the assessment, the more time you will have to complete the requirements.

### How will the assessment work?

There is no fee to take the assessment. You can take it at home or work, at any computer with internet access. You can access the assessment after you receive login information from ONCC. The earlier you take the assessment, the longer you will have to earn points for renewal.

It will take about two hours to complete the assessment. It must be completed in one sitting. For security purposes you may not exit the assessment and return to it later. The assessment will begin with a brief survey, followed by a short tutorial on how to use the assessment's navigation features. The learning needs assessment will include approximately 100 items, based on the current test blueprint.

Your assessment results will include a diagnostic report of your knowledge strengths and weaknesses. You will not receive a score or pass/fail results. The assessment results are confidential. They will be seen only by the candidate and ONCC. A candidate may renew certification regardless of how she/he performs on the assessment.

### If I don't complete the learning needs assessment can I renew my certification?

If you don't take the assessment you may renew by submitting a minimum of 100 ILNA points that **exactly match the weighting of the respective test blueprint categories**, or by successfully retesting. By taking the assessment, you'll likely need fewer points for renewal.

## My Learning Needs Results Report

### When will I see my diagnostic report?

You'll be able to view your diagnostic report immediately after completing your learning needs assessment. You can also save your diagnostic report, or print it for your records.

### My ILNA score report printed without content. How do I properly print my ILNA score report?

In order to ensure the content in your ILNA score report prints correctly, your browser setting must have 'print background colors and images' enabled. Please see instructions below.

Browser	How to change setting
Internet Explorer	Go to Tools -> Internet Options -> Advanced Scroll to Printing Section, check Print background colors and images
Firefox	For Firefox on a PC, go to File -> Page Setup -> Print Background (colors & images) For Firefox on a Mac, go to File -> Print -> Check Print Background Colors and Check Print Background Images
SAFARI	Go to File -> Print -> Check Print Backgrounds

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### Earning ILNA Points for Renewal

#### **When can I begin earning ILNA points for renewal?**

You can earn points immediately after passing a certification test (in 2012 or later) or completing the assessment.

If you test in 2012 or later, your test score report will identify your learning needs and the points needed for renewal.

If you take the learning needs assessment, you can earn points after you complete the assessment. It's to your advantage to take the assessment as early as possible in your certification cycle, to provide plenty of time to earn the required points.

#### **Where do I record my points?**

You can record your points using an online tracking tool called Learning Builder. You'll have access to Learning Builder shortly after passing a test or taking the learning needs assessment. ONCC will notify you when you can access the tool, and provide the information you need to log on.

#### **Does Continuing Education need to be accredited to count for ILNA points?**

Yes. Continuing Nursing Education (CNE) must be approved for contact hours by an accredited provider or approver of nursing continuing education. You can find a list of acceptable approval bodies at [www.oncc.org/TakeTest/TestInformation/Providers](http://www.oncc.org/TakeTest/TestInformation/Providers). Continuing Medical Education (CME) also must be accredited.

#### **How do I know if the topics I choose match the subject areas in which I need to earn points?**

Often, the title of the program is a recognizable match with a subject area. If not, look for words or concepts in the program description or content outline. Each test blueprint contains sub-content areas that can help you identify whether a program fits the subject area. You can find the current test blueprints at [www.oncc.org](http://www.oncc.org). Keep the program descriptions/outlines of any programs you complete for ILNA points, in the event there are questions about the program content. You can also contact ONCC to inquire about the applicability of a specific program if you have questions.

#### **What type of activities can I complete for ILNA points?**

You can earn ILNA points by completing your choice of Continuing Nursing Education, Continuing Medical Education, Academic Education, Publications, and Presentations. You are not required to complete a specific type of activity to earn your points.

#### **I lost my test score report or diagnostic results. How will I know what points I need?**

The points you will need for renewal will be identified on your learning plan in the Learning Builder tracking tool. Candidates who take the assessment may access their assessment results through their online Pearson VUE account. You may also contact ONCC for this information.

#### **The minimum number of ILNA points needed for renewal is 25; what is the maximum that might be needed?**

You will need to earn between 25 - 100 points. Based on the score reports of nurses who passed a certification test in 2012, ONCC anticipates that most nurses will need to earn less than 40 points for renewal.

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### Submitting the Points & Renewal Application

#### How will I submit my ILNA points?

You will submit your completed learning plan points on Learning Builder. After you have entered the minimum number of points required, you'll be able to electronically submit your plan to ONCC. It's a good idea to enter points as you earn them, and submit the plan between January 1 - September 15 in the year renewal is due. You should retain all CE certificates and other forms of documentation (e.g., grade reports, copies of publications, program descriptions/outlines), in the event they are requested by ONCC.

#### How are ILNA point values determined?

The values for ILNA points will be the same as they are now for ONCPRO. One contact hour of continuing nursing education or continuing medical education will equal one ILNA point. One academic credit will equal 15 ILNA points. ILNA points for presentations and publications will vary, depending on the nature of the activity. More information about point values is posted on the ONCC web site ([www.oncc.org/ILNA/Points](http://www.oncc.org/ILNA/Points)) and will be included in the online tracking tool that contains your individual learning plan.

#### What if my ILNA points are not accepted?

If you're uncertain whether your activities will be accepted for ILNA points you may submit more than the required number of points. In addition, if you submit your renewal application and learning plan before application deadline date you will have time to submit or earn additional points. You may also contact ONCC to verify the applicability of specific activities for ILNA points.

#### Will nurses have enough time to get CE needed?

Certified nurses will have access to the assessment early in their certification cycle. The only exception to this will be the first year. Those who renew certification in 2012 may not have access to the assessment until early 2013. Because it will be the first year, development of the first forms of the assessment will take an extra month or so. This timeframe provides nurses with 42 months or more in which to complete the required professional development.

**Do you have questions about the ILNA method that are not answered here? Contact ONCC at 877-769-6622 or [oncc@oncc.org](mailto:oncc@oncc.org).**

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