

AHNCC Certificant Responsibility Policy

CONFIDENTIALITY

1. AHNCC will release the individual test scores ONLY to the individual candidate.
2. Any questions concerning test results should be referred to AHNCC or the Professional Testing Corporation.
3. A registry of Certified Holistic Nurses and Certified Nurse Coaches will be maintained by AHNCC and may be reported in its publications.

RESPONSIBILITIES

Certificants are held responsible for:

1. Professional conduct as described in the [Professional Code of Ethics for AHNCC Certified Nurses](#).
2. Notification of any information that might lead to revocation of certification or notification of an address, name, or telephone change to ahncc@flash.net.
3. Maintenance of continuing education record so that requirements can be verified at any point in time
4. Submission of Renewal Application Packet no later than 60 days prior to certification expiration date to avoid a late fee.

DISCIPLINARY ACTION

Disciplinary action may be taken if any of the following occurs:

1. Falsification of an application or misrepresentation of eligibility to become certified.
2. Misrepresentation of certification to the public or misuse of any of the AHNCC credentials.
3. Untruth of any information submitted to AHNCC.
4. Lack of a current RN license or knowledge of legal actions against a licensee in any US jurisdiction or foreign country.
5. Failure to maintain eligibility requirements, or pay required renewal fees. AHNCC provides the appeal mechanism for challenging revocation of Board Certification. It is the responsibility of the individual to initiate this process by directing any questions, complaints, or concerns in writing, to AHNCC for Board consideration within 30 days of the incident.

POSSIBLE SANCTIONS

1. Denial or suspension of eligibility.
2. Revocation of certification.
3. Non-renewal of certification.
4. Reprimand.
5. Suspension of certification.
6. Other corrective action.