



# Maintaining Anesthesia Certification (MAC) Program Handbook

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*This publication contains information about NBCRNA's Maintaining Anesthesia Certification (MAC) Program. Nurse anesthetists are responsible for knowing the contents of this handbook, as well as any additional applicable NBCRNA policies (e.g., please see NBCRNA's General Information and Policies Handbook).*

*All correspondence and requests for information concerning the MAC credential administered by the NBCRNA should be sent to the NBCRNA at [support@nbcrna.com](mailto:support@nbcrna.com). The NBCRNA does not discriminate on the basis of age, sex, race, religion, national origin, ethnicity, disability, marital status, sexual orientation, and gender identity.*

*NBCRNA primary certification and continued certification programs are accredited by the following organizations:*



# NBCRNA OVERVIEW

The National Board of Certification and Recertification for Nurse Anesthetists (NBCRNA) is a not-for-profit corporation organized under the laws of the state of Illinois. NBCRNA credentialing provides assurances to the public that certified individuals have met objective, predetermined qualifications for providing nurse anesthesia services. A nurse anesthetist who is certified by the NBCRNA is expected to: respect basic human rights and the dignity of all patients; protect the patient from harm; advocate for the patient's welfare and collaborate with other members of the health professions; be responsible and accountable for their actions; maintain confidentiality of patient information, except when disclosure is required by law; and maintain the knowledge and skill necessary for competent nurse anesthesia practice.

While state licensure provides the legal credential for the practice of professional nursing, private voluntary certification indicates compliance with the professional standards for practice in this clinical nursing specialty. The certification credential for nurse anesthetists has been institutionalized in many position descriptions as a practice requirement or as the standard for demonstrating equivalency. It has been recognized in state nurse practice acts and state rules and regulations.

The primary purpose of the NBCRNA is to seek to ensure that nurse anesthetists have the necessary knowledge and skills to practice safely and effectively. In so doing, it also protects the value of the CRNA credential. The NBCRNA has designed objective criteria intended to determine whether an individual holding the NBCRNA-issued CRNA credential is properly licensed, has attested to engagement in the practice of nurse anesthesia; has participated in continuing education and other activities sufficient to indicate an effort to keep current with advances, and is free of any mental, physical, or other problems that may interfere with the practice of nurse anesthesia. Whenever program eligibility criteria are developed and/or revised, the NBCRNA engages multiple stakeholders to ensure appropriate consideration has been given as to the impact of NBCRNA decisions.

The National Commission for Certifying Agencies (NCCA) defines competence as "the ability to perform a task, function, or role at a level that meets or exceeds prescribed standards in the work environment" (NCCA, 2016) and continuing competence as demonstrating "specified levels of knowledge, skills, or ability throughout an individual's professional career" (NCCA, 2016). These concepts serve as the foundation underpinning the NBCRNA certification and continued certification programs.

## **Vision**

The vision of the NBCRNA is to be recognized as the leader in advanced practice nurse credentialing.

## **Mission**

The mission of the NBCRNA is to promote patient safety through credentialing programs that support lifelong learning.

## History

The primary certification program for nurse anesthetists was introduced by the American Association of Nurse Anesthetists (AANA) in 1945. It was initially administered by the Credentials Committee of the AANA. In 1975, the AANA approved the establishment of councils for the accreditation and certification processes, and the Council on Certification of Nurse Anesthetists (CCNA) assumed the responsibility for the National Certification Examination (NCE). By this action, the profession recognized that credentialing mechanisms, which include examination and certification, function to protect and benefit the public.

Realizing that evidence of continued professional excellence was becoming increasingly important in our society, the AANA Board of Directors in 1968 directed the AANA Education Committee to study the issue of recertification. At the AANA Annual Meeting in 1969, a bylaw was adopted to establish an optional program to provide certificates to members who had demonstrated they had completed clinical and didactic experiences reflective of the changes in nurse anesthesia practice within a five-year period. Recognizing that continuing education provides one means to assess current educational and knowledge levels of practitioners, a voluntary continuing education program was adopted by the AANA membership at the 1976 Annual Meeting, with full implementation of a mandatory program effective August 1, 1978.

In September 1978, the AANA membership adopted the bylaw revisions providing for an organizational restructuring of the Association and establishing a Council on Recertification of Nurse Anesthetists (COR). Bylaw provisions granting the COR autonomy were adopted in 1983. In 2007, the CCNA and the COR became independent of the AANA, and together they incorporated as the National Board of Certification and Recertification for Nurse Anesthetists (NBCRNA).

With its continued mission to promote patient safety, the NBCRNA implemented the Nonsurgical Pain Management subspecialty certification in 2015 and the Continued Professional Certification (CPC) Program in 2016. In 2023 the NBCRNA Board of Directors modified the continuing certification program to incorporate longitudinal assessment, making the NBCRNA the first nursing certification program to do so. In 2024, the NBCRNA launched the Maintaining Anesthesia Certification (MAC) Program, which incorporated longitudinal assessment.

## Purpose

The purpose of the NBCRNA includes, but is not limited to, seeking to ensure that nurse anesthetists have the necessary knowledge and skills to practice safely and effectively. In so doing, it also protects the value of the CRNA credential. The NBCRNA is responsible for:

- Formulating, adopting, and confirming compliance of initial and subspecialty certification eligibility requirements for nurse anesthetists.
- Formulating, adopting, and confirming compliance of maintaining anesthesia certification (MAC) eligibility requirements for nurse anesthetists.
- Formulating, adopting, and confirming compliance of the requirements for eligibility for admission to NBCRNA-administered examinations or assessments including, but not limited to, the SEE, NCE, NSPM exam, and the MAC Check.
- Formulating, adopting, and administering NBCRNA-created examinations or assessments to candidates who have met all requirements for examination or assessment and have been found eligible.

No national organization can expect to determine the specific procedures that any individual nurse anesthetist is qualified to perform. Neither can any national organization determine whether an individual nurse anesthetist may have developed an impairment that could interfere with the proper administration of anesthesia.

Ultimately, these judgments must be entrusted to the individual nurse anesthetist and to those with whom they work.

## **Structure**

The NBCRNA Board of Directors is primarily composed of nurse anesthetists who hold the NBCRNA-issued CRNA credential and who are actively engaged in clinical practice or in teaching or administration of a nurse anesthesia educational program; a board-certified surgeon and a board-certified anesthesiologist, both of whom have a current working relationship with nurse anesthesia; and a representative of the public at large. A professional staff of recognized leadership manages the day-to-day operations of the NBCRNA.

## **NCCA Accreditation**

The primary certification and recertification programs of the NBCRNA are accredited through April 30, 2027, by the National Commission for Certifying Agencies (NCCA), a private not-for-profit organization. The NCCA is the accrediting branch of the Institute for Credentialing Excellence (ICE), which is the national standard-setting organization for credentialing groups, including certification boards, licensing boards, and associations. The NBCRNA (and before it, the CCNA and COR) has been continuously accredited by the NCCA since 1980.

NCCA accreditation means that the NBCRNA credentialing programs meet the highest national voluntary standards for private certification. It means that the programs have been reviewed by an impartial commission and deemed to have met the nationally accepted criteria and guidelines of the NCCA.

## **ABSNC Accreditation**

The primary certification and recertification programs of the NBCRNA are accredited through July 1, 2027, by the Accreditation Board for Specialty Nursing Certification (ABSNC) of the American Board of Nursing Specialties (ABNS). The NBCRNA (and before it, the CCNA and COR) was one of the first national credentialing organizations to be recognized and accredited by the ABSNC.

The ABNS, established in 1991, is the national peer review program for specialty nursing credentialing organizations. ABNS serves as the national umbrella organization for nursing specialty certification boards authorized and recognized to certify nurse specialists in the United States. It promotes the highest quality of specialty nursing practice through the establishment of standards of professional specialty nursing certification.

# MAC PROGRAM OVERVIEW

Through the Maintaining Anesthesia Certification (MAC) program, the NBCRNA seeks to advance the quality of nurse anesthesia care provided to patients. Specifically, it endeavors to ensure that nurse anesthetists are maintaining their skills and keeping current with scientific and technological developments. It also strives to assure that appropriate limitations are placed on those who are known to have developed conditions that might adversely affect their ability to practice nurse anesthesia. The MAC program spans a four-year period.

Beyond appropriate licensure and practice requirements, the MAC program consists of three components required to maintain certification and the continued use of the NBCRNA-granted CRNA credential:

- **Class A Continuing Education (MAC Ed)** programs are prior-approved educational programs directly related to the practice of anesthesia that contain some form of assessment. The assessment should validate the CE activity's stated learning objectives and verify that learning has occurred.
- **Class B Professional Development Activities (MAC Dev)** are defined as activities that enhance the anesthetist's foundational knowledge of nurse anesthesia practice, support patient safety, or foster the nurse anesthetist's understanding of the broader healthcare environment. A complete list of NBCRNA- approved Class B activities is on the [NBCRNA website](#).
- **MAC Check** provides a systematic measurement of knowledge required for the practice of anesthesia. MAC Check assesses the four core domains of knowledge needed to safely practice nurse anesthesia (Airway Management, Applied Clinical Pharmacology, Physiology and Pathophysiology, and Anesthesia Equipment, Technology, and Safety) by providing a series of multi-choice and multi-select questions to CRNAs every quarter and issuing remedial Class A requirements if necessary. Longitudinal Assessments (LA) are alternative-assessment modalities based on adult learning principles that promote the development, retention, and continuous acquisition of knowledge. Longitudinal assessments combine formative and summative features to provide both cross-sectional and ongoing data. The LA for nurse anesthesia has been developed based on sound psychometric principles and scientific rigor. It solidifies CRNA knowledge through multiple, shorter, spaced (quarterly) assessments, delivered over an extended time accompanied by ongoing feedback, explaining the rationale, and targeting content areas for improvement. Thus, LA promotes lifelong learning and helps professionals stay up to date on the latest topics in their field.

# CATEGORIES OF MAC COMPLIANCE

NBCRNA recognizes two categories of MAC compliance: Full and Conditional.

## **Full MAC Compliance**

Applicants who fulfill all requirements of the MAC program are granted Full MAC Compliance and receive a status of "MAC Compliant." A status of MAC Compliant means that a nurse anesthetist has met all MAC Program requirements for the current MAC cycle.

In order to achieve Full MAC Compliance, an applicant must submit all required applications (i.e., Two-Year Check-In at the midpoint of every four-year MAC period, and the MAC Compliance, at the end of each four-year MAC period), remit all corresponding fees, and comply with all program requirements.

## **Conditional MAC Compliance**

The purpose of Conditional MAC compliance is to provide for those individuals who, for a specific reason and for a limited period of time, may not be in full compliance with all MAC requirements.

Applicants who have a restricted license to practice professional nursing and, where applicable, nurse anesthesia, in any state in which the applicant currently holds an active license, or whose license is on probation or conditioned upon meeting certain requirements, may, at the discretion of the NBCRNA, be granted Conditional MAC compliance, provided that all other MAC compliance requirements have been fulfilled. The Conditional MAC compliance will reflect any conditions imposed by the appropriate state licensure authority.

Examples of a restricted license include a license to practice only under supervision or a license to practice provided the individual remains in a drug-related, alcohol-related, or other type of treatment, monitoring or rehabilitation program for a stated period of time. The Conditional MAC compliance card granted under this paragraph shall state that the nurse anesthetist is conditionally MAC compliant.

## **Conditional MAC Compliance Period**

Conditional MAC compliance shall remain in effect as long as the individual complies with all terms of the conditions on their license. It shall be revoked for failure to comply. The nurse anesthetist shall be responsible for providing the NBCRNA with written documentation from the state board of nursing that they have complied with all licensure conditions for the requisite period of time.

## **Change in Status**

Full MAC compliance may be changed to Conditional MAC compliance for failure to maintain an unrestricted license to practice professional nursing and, where applicable, nurse anesthesia, in all states in which the applicant currently holds an active license.

A request to change Conditional MAC compliance to Full MAC compliance must be accompanied by official written documentation from the state board of nursing sufficient to demonstrate to the satisfaction of the NBCRNA that any licensure condition has been removed. The decision to change an individual's MAC compliance status is at the sole discretion of the NBCRNA.

# REQUIREMENTS FOR FULL MAC COMPLIANCE

In order to achieve Full MAC compliance, an applicant must submit a MAC application, remit the corresponding fees, and comply with all of the following requirements prior to their MAC compliance expiration date.

The subsections below are required to be reported every four years; however, nurse anesthetists are also required to complete a Two-Year Check-In. The purpose of the mid-period "check-in" are to: validate state and/or APRN licensure as appropriate; confirm continued practice within the specialty; update personal contact information; and review progress made toward four-year MAC program requirements.

## Requirements for MAC Compliance:

- **Hold active Certification granted by the NBCRNA.**
- **Licensure:** Documentation of compliance with all state requirements for licensure as a registered nurse performing nurse anesthesia, including a current unrestricted license to practice as a registered professional nurse, with authority to practice nurse anesthesia if such authority is granted, in at least one state and in all states in which the applicant currently holds an active license. For those individuals employed by the United States government, "state requirements" refer to the requirements of any state or territory of the United States.
- **Practice:** Documentation of engagement in the practice of nurse anesthesia within the four-year period preceding the date of application; and submission of an accurate record of practice.
  - The practice of nurse anesthesia may include clinical practice, nurse anesthesia-related administrative, educational or research activities, or a combination of two or more of such areas of practice. To be nurse anesthesia-related, activities must have as their primary objective and be directly related to the delivery of anesthesia care to patients or the improvement of delivery of anesthesia care to patients.

The decision as to whether an applicant has satisfied the practice requirement is at the discretion of the NBCRNA.

- **Certifications by the Applicant:** Each applicant must make the following certifications:
  - That all current registered nurse licenses are in good standing, are not suspended or limited by any state, have never been surrendered or relinquished (whether voluntarily or involuntarily) and are not the subject of a pending action or investigation.
  - That all current advanced practice nurse licenses are in good standing, are not suspended or limited by any state, have never been surrendered or relinquished (whether voluntarily or involuntarily) and are not the subject of a pending action or investigation.
  - That they have not been adjudicated by a court or regulatory authority to be mentally or physically incompetent.

- That they do not currently suffer from substance use disorder (SUD) [drug or alcohol addiction or abuse], that is impacting their practice.
- That they have not been convicted of, or pleaded no contest to, a crime.
- That they have not engaged in unethical conduct.
- That, within the four-year period preceding the date of application submission, they have been engaged in the practice of nurse anesthesia and that the record of practice submitted with the application is accurate.
- That the application and all corresponding content being submitted is accurate.

If the applicant does not so certify, they must provide full documentation of the reasons therefore with sufficient specificity to allow the NBCRNA to evaluate the possible impact of the problem or action on the applicant's current ability to practice nurse anesthesia, and to resolve the issue to the NBCRNA's satisfaction.

- **100 CE credits:** 60 Class A Credits (MAC Ed) and 40 Class B credits (MAC Dev), not including any additional remedial credits as may be required.

A minimum of 60 class A credits (MAC Ed) must be completed; excess Class A credits (MAC Ed) may be applied to meet some or all of the 40 Class B credit (MAC Dev) requirement.

- **MAC Check:** In addition to the requirements listed above, a nurse anesthetist is required to meaningfully participate in MAC Check. Meaningful participation is defined as timely completion of 13 quarterly assessments within the four-year MAC period (i.e., 16 quarters).
- **Waiver of Liability and Agreement of Authorization, Confidentiality and Nondisclosure Statements:** Each applicant for MAC compliance must, by their signature, agree that they have read, understand, and intend to be legally bound by those statements.
- **Complete all MAC Program components required for the four-year MAC cycle.**

## MAC Program Requirements

- 60 Class A credits (MAC Ed).
- 40 Class B credits (MAC Dev).
- MAC Check.
  - The MAC Check is NOT a pass/fail assessment. It is interacted with continuously during the MAC period. It does feature a performance standard (scaled score 450). If the CRNA is not found to meet the performance standard, five additional CEs in weak domains will be indicated.
  - Must demonstrate minimal participation requirements no later than three months before credential renewal deadline.
  - Meaningful participation in the MAC Check for a minimum of 13 quarters of the 16-quarter (four-year) renewal period.
  - Three time off quarters are available: one is fixed during the final three months prior to the credential renewal date, the other two time off quarters are flexible and may be used at the CRNA's discretion.

- Failure to meet the performance standard of the MAC Check will require additional (remedial) continuing education, five additional Class A credits (MAC Ed) in each domain where the performance standard has not been met.
- Remedial credits must be earned prior to the MAC compliance expiration date and after the official results of the MAC Check. Failure to complete the additional continuing education requirement may result in the loss of certification.
- Failure to participate in MAC Check will result in the loss of credential.
- Those failing to meet all requirements of the MAC program will be reviewed internally by staff and subject to actions noted in the Discipline and Appeals Handbook.

# APPLICATION FOR MAC COMPLIANCE

A new MAC Compliance Application must be submitted at the end of every four-year MAC period. In order to become or remain MAC compliant, each applicant must submit the following materials to the NBCRNA:

## Process for The Four-Year MAC Cycle

- **Application and Fee(s):** A completed, signed, electronic MAC Compliance Application, including but not limited to acceptable documentation of completion of Class A credits (MAC Ed), Class B credits (MAC Dev), MAC Check, and payment of all fees must be received by the NBCRNA prior to the applicant's four-year MAC compliance expiration date in order to allow adequate time for processing and verification of information.
- **Documentation of Licensure:**
  - Every applicant must document compliance with all state requirements for licensure as a registered nurse performing nurse anesthesia, including a current unrestricted license to practice as a registered professional nurse, with authority to practice nurse anesthesia if such authority is granted, in at least one state and in all states in which the applicant currently holds an active license. For those individuals employed by the United States government, the license may be issued by any state or territory of the United States.
  - If the applicant has practiced in more than one state during the prior four-year period, the applicant must provide appropriate documentation of licensure for the relevant time of practice in each state.
- **Documentation of MAC Program Components:** Acceptable documentation of the completion of all MAC program requirements must be received by the NBCRNA prior to the applicant's four-year MAC compliance expiration date in order to allow adequate time for processing and verification of information.
  - Requirements for every four-year cycle leading up to the applicant's assigned MAC compliance expiration date include:
    - 60 Class A credits (MAC Ed); any Class A credit (MAC Ed) earned in excess of the required 60 will automatically be applied to the Class B requirement (MAC Dev).
    - 40 Class B credits (MAC Dev).
    - MAC Check: In every four-year period, participation in MAC Check must be completed no later than three months before your credential renewal deadline.
  - The determination of successful participation and successful completion is at the sole discretion of the NBCRNA.

For more information about remedy of lapsed certification, refer to the section of this handbook entitled: **Late Completion of MAC Program or Late Application**

- All information provided by the applicant during the MAC compliance application process is subject to audit and verification by the NBCRNA.
- Nurse anesthetists are encouraged to retain documentation substantiating Class A (MAC Ed) and Class B (MAC Dev) credits for one year beyond the end of the MAC period in which they use the credits for continued certification.
- If an applicant's application is selected for audit, they must submit all requested materials to the NBCRNA electronically within 30 business days from the date of NBCRNA's request.
- Refusal to comply with the audit process or failure to provide adequate requested documentation may, at the discretion of the NBCRNA, result in disciplinary action, including revocation of certification, in accordance with the NBCRNA Policies and Procedures for Discipline, Administrative Action and Appeals.
- **Documentation of Practice:** Every applicant must submit a record of practice setting forth:
  - A list of the facilities at which the applicant has practiced clinical nurse anesthesia or performed nurse anesthesia-related administrative, educational or research services within the preceding four-year period.
  - The applicant's title or role at each facility, such as "practitioner" or "educator."
  - The address of each facility.
  - The name, phone number, and email address of a contact person who can verify employment at each facility.
  - The inclusive dates of practice during the current MAC period at each facility.

# MAC CHECK OVERVIEW

The following provides an overview of MAC Check. There are eligibility requirements that must be met for MAC Check. For these eligibility requirements, refer to the section below, Eligibility Requirements for the MAC Check.

MAC Check assesses the critical core knowledge of nurse anesthetists needed to safely practice nurse anesthesia in the four core domains of anesthesia practice, listed below:

- Airway Management.
- Applied Clinical Pharmacology.
- Physiology and Pathophysiology.
- Anesthesia Equipment, Technology, and Safety.

MAC Check questions are multiple-choice, and some are multiple-select, and some may be grouped into clinical cases. The purpose of MAC Check is to enable CRNAs to assess their knowledge in the four core domains of anesthesia practice, gauge if they have retained it over time, identify any improvement area(s), and demonstrate their proficiency in the four core domains continuously. MAC Check provides immediate feedback after each question, including supporting rationales for correct answer(s). The assessment will also provide information regarding improvement/deficit areas, which can be utilized to initiate professional development throughout the CRNA's four-year MAC Program period.

In the first quarter of the four-year MAC Program period, CRNAs must complete 25 MAC Check questions, and in every subsequent quarter, they must complete up to 30 MAC Check questions. Each question has a 60-second time limit, and it must be answered upon administration. If more time is needed to answer a question, extra time can be added to each question using the 5-minute time bank available every quarter, in 30-second increments as needed.

CRNAs can leave the assessment and come back at any time within that quarter and resume the assessment where they left off. As long as the assessment is completed within the designated three-month period, each quarterly assessment can be completed at the CRNA's discretion - either in one sitting or over multiple sessions. Once a quarter is completed, the CRNA cannot advance to the next quarter.

CRNAs who answer questions incorrectly will receive the same questions in subsequent quarters to determine if they have reviewed concepts and mastered the material. These re-administered questions will comprise up to five incorrectly answered questions in each quarter subsequent to the first quarter, for a total of between 25 and 30 questions.

Three time off quarters are available to MAC Check participants. One is fixed during the final three months prior to the credential renewal date, the other two time off quarters are flexible and may be used at the CRNA's discretion. However, please note: the MAC Check must be completed three months before the credential renewal deadline. Therefore, the fixed time off during the final three months or 16th quarter of the four-year cycle can be used to complete five additional Class A Credits (MAC Ed) in any core domain area(s) where an opportunity for performance improvement is needed.

The MAC Check provides a performance standard to each participant, which is used to indicate the minimum score that must be attained by an examinee on the assessment. After completing four quarters, participants will be provided preliminary feedback regarding where they stand in relation to the performance standard, and a final measurement will be communicated after the completion of the 13th quarterly knowledge check.

Failure to meet the performance standard in any core domain of MAC Check will require additional (remedial) continuing education credits. CRNAs will be asked to complete five additional Class A credits (MAC Ed) in each domain where the performance standard has not been met.

**Remedial credits must be earned prior to the MAC compliance expiration date and after the official results of MAC Check.**

**Failure to meet the performance standard in any core domain in MAC Check will not result in loss of certification; however, failure to engage in the MAC Check platform and process meaningfully and sincerely may result in the requirement of additional continuing education credits or assessments. Failure to complete the additional continuing education credits by the MAC compliance expiration date for the four-year period may result in a loss of certification.**

**The MAC Check Content Outline is Located on the [NBCRNA Website](#).**

# ELIGIBILITY REQUIREMENTS FOR MAC CHECK

In order to be eligible to participate in MAC Check, applicants must:

- Hold current certification.
- Submit documentation of compliance with all state requirements for licensure as a registered nurse performing nurse anesthesia, including a current unrestricted license to practice as a registered professional nurse, with authority to practice nurse anesthesia if such authority is granted, in at least one state and in all states in which the applicant currently holds an active license. For those individuals employed by the United States government, "state requirements" refer to the requirements of any state or territory of the United States.
- Submit a complete, accurate and electronically signed MAC renewal application at the completion of the MAC period before the beginning of any period where MAC Check is required. Or, for new certificants, be initially certified by the NBCRNA on or after August 1, 2024.
- Sign the Waiver of Liability and Agreement of Authorization, Confidentiality and Nondisclosure statements, clarifying that the individual has read, understands, and intends to be legally bound by those statements.
- Pay the MAC Check fee.

## Significance of Eligibility Status

An applicant who holds "MAC Check eligible" status with the NBCRNA has successfully submitted their MAC renewal application and has been granted eligibility to participate in MAC Check by the NBCRNA.

## Expiration of Eligibility Status

Participation in MAC Check is required for a minimum of 13 quarters of the 16 quarter (four-year) renewal period. If the certificant is unable to demonstrate on-time completion of any of the 13 quarterly assessments, and those quarters are not their time off quarters, they will be unable to participate in MAC Check.

## Ineligibility to Participate in MAC Check

Applicants will be found ineligible to participate in MAC Check for any one or more of the following reasons:

- If, in the sole determination of the NBCRNA, the applicant demonstrated actions consistent with improper or irregular behavior on the MAC Check.
- Failure to meet any of the other eligibility requirements, including failure to sign or accept the waiver of liability and agreement of authorization, confidentiality, and nondisclosure statements, and or pay associated fees.

# APPLICATION FOR MAC CHECK

The NBCRNA-administered MAC Check facilitates the measurement of knowledge, skills and abilities for nurse anesthetists who hold the NBCRNA-granted CRNA credential.

Each applicant must successfully complete MAC Check within three months prior to the credential renewal date. In order to participate in MAC Check, every applicant must submit the following materials to the NBCRNA:

- **Application and Fee(s):** A completed, signed, electronic MAC renewal application and payment of all fees must be received, reviewed, and approved by the NBCRNA prior to the credential renewal date. New certificants must submit a complete National Certification Examination (NCE) application and be initially certified by the NBCRNA.

# GROUND FOR DENIAL, SUSPENSION OR REVOCATION OF MAC CHECK ELIGIBILITY STATUS

The NBCRNA will automatically deny, suspend, or revoke an applicant's eligibility to participate in MAC Check in the following circumstances:

- Failure by the applicant to maintain current and unrestricted licensure as a registered professional nurse in at least one state.
- Loss or surrender of licensure or other authority to practice nurse anesthesia in any state for any reason that, in the judgment of the NBCRNA, relates to the anesthetist's safe or ethical practice of nurse anesthesia.
- Adjudication by a court or regulatory authority that the applicant is mentally or physically incompetent.
- Suspension or termination from participation in a federal health care program for reasons relating to the unsafe, unlawful, or unethical practice of nurse anesthesia.
- Conviction of, or pleading no contest to, a crime which, in the judgment of the NBCRNA, relates to the anesthetist's safe or ethical practice of nurse anesthesia.

The NBCRNA may, at its discretion, suspend, deny, or revoke an applicant's eligibility to participate in MAC Check for any of the following reasons:

- Circumstances change so as to render one of the eligibility certifications made by the applicant invalid.
- Falsification of any portion of the MAC application, intentional misstatement of material fact or deliberate failure to provide relevant information to the NBCRNA at any time or assisting another person to do any of the above.
- Failure by the applicant to maintain current and unrestricted licensure as a registered professional nurse in every state of practice, or loss of authority to practice.
- Loss or surrender of licensure or authority to practice nurse anesthesia in any state for any reason other than retirement or cessation of practice unrelated to any disciplinary action or concern about disciplinary action.
- Conviction of, or pleading no contest to, a crime.
- Engaging in unethical conduct.
- Provision of false or incomplete information to the NBCRNA in connection with the credentialing process.

- Dishonest or deceptive behavior related to any NBCRNA examination or assessment, database, or intellectual property, cheating on an examination or assessment administered by the NBCRNA, inappropriate use of examination or assessment questions, or assisting another individual to engage in any such conduct.
- Unauthorized use of any NBCRNA credential or other health professional designation or false claim of certification or other professional designation.
- Violation of any NBCRNA policy or failure to cooperate with an NBCRNA investigation or audit.
- Cheating or assisting another person to cheat on the MAC Check, or otherwise engaging in dishonest or other improper behavior at any time in connection with the MAC Check.
- Documented evidence of retention, possession, copying, distribution, disclosure, discussion, or receipt of any MAC Check question, in whole or in part, by written, electronic, oral, or other form of communication, including, but not limited to, emailing, texting, electronically posting, copying, or printing of electronic files, and reconstruction through memorization and/or dictation, before, during or after MAC Check.
- Any other conduct that, in the judgment of the NBCRNA, calls into question the ability of the nurse anesthetist to serve patients in an honest, competent, and professional manner.

NBCRNA staff (or a designee of NBCRNA, such as counsel) possesses the authority, but not the obligation, to conduct a reasonable investigation of any nurse anesthetist or examinee who may have engaged in conduct that violates any NBCRNA handbook or policy by implementing any of the following:

- Interviewing witnesses;
- Requesting and reviewing documents and data; and
- Taking any other action that NBCRNA deems appropriate under the circumstances.

If any nurse anesthetist or examinee fails to cooperate with an NBCRNA investigation, the failure to cooperate may subject the individual to the denial, suspension or revocation of certification.

# REASONABLE ACCOMMODATION FOR PERSONS WITH DISABILITIES

The NBCRNA complies with the Americans with Disabilities Act (ADA). To ensure equal opportunity for all qualified persons, a candidate with a documented disability may request a reasonable testing accommodation by submitting a written request along with supporting documentation to the NBCRNA with their completed application.

Supporting documentation includes the following:

1. A written personal statement identifying the basis of your need for accommodation, the specific accommodation(s) you are requesting, history of past testing accommodations given, and how a documented disability impacts your testing ability.
2. A current, complete, and comprehensive evaluation from a qualified healthcare professional performed within the past five years. Qualified healthcare professionals must be licensed or otherwise properly credentialed, possess expertise in the diagnosis of the disability for which the accommodation(s) is sought and has administered an individualized assessment of the candidate that supports the need for the requested testing accommodations.
3. Documentation from qualified healthcare professionals must include the following:
  - a. Document presented on official letterhead from a licensed or qualified healthcare professional who has examined the applicant.
  - b. Official diagnosis, date of diagnosis, and identification of current need for testing accommodations as supported by the diagnosis.
  - c. Specific recommended accommodations/modifications.
  - d. Dated and signed by qualified healthcare professional.
  - e. Results of psycho-educational or other professional evaluation(s).

# MAC-SPECIFIC POLICIES AND PROCEDURES

The following policies or procedures are MAC-specific. Please note that there are additional NBCRNA policies and procedures posted to the NBCRNA website that may apply. Nurse anesthetists are responsible for being aware of any, and all, applicable policies.

## **MAC Compliance Period**

Full MAC compliance is effective for a period of four years, or the designated MAC period. MAC compliance expires automatically at the end of the MAC compliance period, or MAC cycle, unless renewed. MAC compliance is required in order to maintain certification. The NBCRNA will not, under any circumstances, extend the expiration date for MAC compliance.

An applicant who failed to complete the MAC program requirements for Class A (MAC Ed), Class B (MAC Dev), MAC Check, and if applicable, required additional continuing education and/or failed to apply for MAC compliance by the deadline of a given MAC cycle, will lose their certification until such time as the MAC program requirements have been satisfied.

The effective date of certification following loss of certification will be the date on which the applicable MAC compliance requirements have been satisfied and a complete application has been received and approved by the NBCRNA. Under no circumstances will MAC compliance be granted retroactively.

Maintenance of MAC compliance is the responsibility of the nurse anesthetist. While the NBCRNA will make every effort to send notice of expired MAC compliance to an individual's address on record via an acceptable delivery method, it is the responsibility of the nurse anesthetist to monitor certification status and ensure continued certification. The claim that a nurse anesthetist did not receive information from the NBCRNA, will not excuse the nurse anesthetist from non-renewal of MAC compliance.

An individual who is not MAC compliant for more than four years, or who has lost their license or authority to practice nurse anesthesia for more than four years, will be required to complete a Reentry Program as specified by the NBCRNA. Please refer to the NBCRNA Reentry Program Handbook for more information.

## **Late Completion of MAC Program or Late Application**

An applicant who failed to complete the MAC program requirements for Class A (MAC Ed), Class B (MAC Dev), MAC Check and if applicable, required additional continuing education and/or failed to apply for MAC compliance by the MAC Compliance expiration date of a MAC cycle, will lose their certification until such time as the MAC program requirements have been satisfied, as detailed in Table one on the following page.

Table 1: Expectations for a nurse anesthetist who has not completed the four-year MAC Program requirements for Class A (MAC Ed), Class B (MAC Dev), MAC Check and, if applicable, required additional continuing education and/or who has failed to apply for MAC compliance prior to the MAC period deadline and has lost certification.

Timeframe	Requirement
<b>Day 1 up to day 31 after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements.</li> <li>• Pay application fee.</li> <li>• No late fee assessed .</li> </ul>
<b>Day 32 up to day 60 after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$100 late fee.</li> </ul>
<b>Day 61 up to day 182 after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements and additional requirements prorated to the date of application.</li> <li>• Complete additional 5 Class A assessed CEs (MAC Ed) beyond above requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$100 late fee.</li> </ul>
<b>Day 183 up to 1 year after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements and additional requirements prorated to the date of application.</li> <li>• Complete additional 5 Class A assessed CEs (MAC Ed) beyond above requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$250 late fee.</li> </ul>
<b>1 year plus 1 day up to 2 years after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements and additional requirements prorated to the date of application.</li> <li>• Complete additional 15 Class A assessed CEs (MAC Ed) beyond above requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$500 late fee.</li> </ul>
<b>2 years plus 1 day up to 3 years after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements and additional requirements prorated to the date of application.</li> <li>• Complete additional 25 Class A assessed CEs (MAC Ed) beyond above requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$750 late fee.</li> </ul>
<b>3 years plus 1 day up to 4 years after MAC period deadline</b>	<ul style="list-style-type: none"> <li>• Complete missing requirements and additional requirements prorated to the date of application.</li> <li>• Complete additional 35 Class A assessed CEs (MAC Ed) beyond above requirements.</li> <li>• Pay application fee.</li> <li>• Pay \$1,000 late fee.</li> </ul>

**An individual who is not MAC compliant for more than four years, or who has lost their license or authority to practice nurse anesthesia for more than four years, will be required to complete a Reentry Program as defined by the NBCRNA. Please refer to the NBCRNA Reentry Program Handbook for more information.**

## Denial of Reported MAC Program Requirements

### Class A Assessed CE (MAC Ed)

Consistent with ongoing NBCRNA procedures, there is no NBCRNA-administered appeal process for denial of Class A assessed CE activities (MAC Ed). To avoid possible denial of CE activity as Class A (MAC Ed), nurse anesthetists are strongly encouraged to seek out CE activities that are advertised as being prior approved to grant Class A assessed CE credits (MAC Ed) and ensure that their CE activity assessments have been successfully completed.

### Class B Professional Development (MAC Dev)

Consistent with ongoing NBCRNA procedures, there is not an NBCRNA-administered appeal process for denial of Class B professional development activities (MAC Dev). Individuals who have experienced denial of a Class B activity (MAC Dev) during the auditing process will be given a reasonable amount of time, as determined by the NBCRNA, to remedy the MAC compliance gap. An individual who is selected for audit prior to the close of the MAC compliance period will be notified of the Class B (MAC Dev) deficiency and will have the opportunity to submit additional qualified Class B credits (MAC Dev) to fill the gap prior to the expiration deadline without risk to their MAC compliance status.

An individual who is selected for audit after the close of the MAC compliance period and who is notified of a denial of Class B activity (MAC Dev) will be given a 15-business day grace period to remedy any gaps prior to the NBCRNA modifying the audited individual's MAC compliance status. Causes for denial of a Class B credit (MAC Dev) under the audit process include, but are not limited to, falsifying application information or failure to provide documentation that has been previously identified by the NBCRNA as being required to substantiate a claim for a Class B credit (MAC Dev).

Consistent with NBCRNA policies, submitting false MAC application information, including submitting false information regarding completed Class A (MAC Ed) or Class B (MAC Dev) activities, or failure to comply with the NBCRNA auditing process, may result in loss of certification.

### Requesting Additions to Class B Credit (MAC Dev) Table

A nurse anesthetist may submit a request to the NBCRNA via email at [support@nbcrna.com](mailto:support@nbcrna.com) to have an activity or activity category added to the Class B (MAC Dev) table. The process that should be used is as follows:

- Send an email to [support@nbcrna.com](mailto:support@nbcrna.com) containing a brief description of the activity or category
- Specify which of the following aspect(s) of the Class B (MAC Dev) criteria definition the activity or category satisfies, and why:
  - Enhances a nurse anesthetist's foundational knowledge of nurse anesthesia practice.
  - Supports patient safety.
  - Fosters a nurse anesthetist's understanding of the broader healthcare environment.

- Using a scale of 1 to 10 to indicate a continuum of effort, include an estimate of Class B (MAC Dev) value for the proposed activity or category. (NOTE: A single Class B (MAC Dev) activity may not be given an effort value greater than 10, and there is not a one-to-one relationship between the number of hours attributed to the activity and the Class B (MAC Dev) value.) For example:
  - Low effort = 1 for attending a one-hour, non-assessed continuing education activity.
  - Medium effort = 5 for publishing a peer-reviewed article.
  - High effort = 10 for authoring a book.

## Review Process for Requested Additions to the Class B (MAC Dev) Table

Once a nurse anesthetist has submitted a complete request to have an activity or activity category added to the Class B (MAC Dev) table, NBCRNA staff will conduct an initial review and issue a decision. If additional input is required before a decision can be made, staff will coordinate the process and provide a decision in as timely a manner as possible. All decisions regarding requests for adding Class B (MAC Dev) activities or activity categories are final and not subject to the NBCRNA appeal process.

Once approved, any new categories or activities will be added to the NBCRNA Class B (MAC Dev) table and to the online application to allow the new activity or category to be used by nurse anesthetists.

## Two-Year Check-In

Certificants are required to check-in with the NBCRNA at the mid-point of the four-year MAC period (i.e., "Two-Year Check-In") in order to provide or verify relevant information on record. Certificants will be provided with a deadline by which their check-in must be completed. At the time of Two-Year Check-In, each certificant must:

- Provide, verify and/or correct the following information in their certification record:
  - That all current registered nurse licenses are in good standing, are not suspended or limited by any state, have never been surrendered or relinquished (whether voluntarily or involuntarily) and are not the subject of a pending action or investigation.
  - That all current advanced practice nurse licenses are in good standing, are not suspended or limited by any state, have never been surrendered or relinquished (whether voluntarily or involuntarily) and are not the subject of a pending action or investigation.
  - That they have not been adjudicated by a court or regulatory authority to be mentally or physically incompetent.
  - That they do not currently suffer from substance use disorder (SUD) [drug or alcohol addiction or abuse], that is impacting their practice.
  - That they have not been convicted of, or pleaded no contest to, a crime.
  - That they have not engaged in unethical conduct.
  - That they have been engaged in the practice of nurse anesthesia or will be engaged in the practice of nurse anesthesia prior to the end of current MAC cycle.
  - That the most recently reported record of practice on file with the NBCRNA is accurate – and if not, what the accurate record of practice is.
  - That their contact information is accurate, complete, and up to date – and if not, what the current or known future contact information is.

# **POLICIES AND PROCEDURES FOR DISCIPLINE, ADMINISTRATIVE ACTION AND APPEALS**

Pursuant to NBCRNA Policies & Procedures for Discipline, Administrative Action and Appeals ("Policies"), Certified Registered Nurse Anesthetists, examinees, and applicants for Certification, Recertification or Continued Professional Certification (collectively "certification") are subject to disciplinary or administrative action for engaging in conduct that NBCRNA regards as inconsistent with unrestricted certification. The Policies set forth the conduct that can lead to sanctions, the procedures that will govern, the sanctions that can be imposed, the appeal rights of any individual who is sanctioned, and provisions for reinstatement of certification. The Policies can be accessed on the NBCRNA website, [www.NBCRNA.com](http://www.NBCRNA.com), or requested from the NBCRNA.