

National Board for Certification of Orthopaedic Technologists, Inc. 2009 Report to the Profession

The National Board for Certification of Orthopaedic Technologists, Inc. (NBCOT) will post an annual "Report to the Profession" on the NBCOT website, www.nbcot.net each year.

The purpose of this report is to offer a means in which **all** OTC®, OT-SC™ credential holders and the public, can easily access information regarding the National Board for Certification of Orthopaedic Technologists, Inc., and offering an additional avenue to be informed of any changes which may affect credential holders in the forthcoming year(s).

This report will be in addition to the testing report and the annual survey results which are currently posted on the website.

OTC®, OT-SC™ Credential Holder Updates for 2010:

New Public On-Line Directory of Credential Holders:

To address the requests of many OTC®'s and OT-SC™'s over the years, in late 2009 the NBCOT began compiling a list of any credential holders that were interested in being added to a publically posted NBCOT "On-Line Directory". This directory will be found on the NBCOT website once it is completed. Please be aware that all personal contact information that is submitted to be posted on-line for public use will be posted within the on-line directory. This information is not covered in the Privacy Policy Option that you may currently have on file with the NBCOT. The directory is not a source for Verification purposes for Employers. Postings in the directory will be reserved for current credential holders, and names will be removed if a credential holder is not in good standing or has a lapsed/expired credential.

Anyone wishing to add their name to the public directory can visit the NBCOT website at www.nbcot.net and click on the "I am Currently Certified" link. From that page, click the "On-Line Directory Sign Up" tab and follow the instructions.

2010 Continuing Education Fee Update:

Since 2000, the charge for logging Continuing Education Units (CEUs) for recertification purposes has been \$2.00 per contact hour if the credential holder was a current paid member of the National Association of Orthopaedic Technologists (NAOT), and \$4.00 per contact hour if the credential holder was not a current paid member of NAOT.

The NBCOT is pleased to announce that as of June 1, 2010 the charge for logging CEUs will be \$2.00 for **all** credential holders.

Understanding the importance of continuing education for our profession, and the cost of obtaining it to both credential holders and to employers who may contribute to the certificants educational opportunities each year, the NBCOT Board feels that this is the best course of action to help control everyone's budget without compromising the ability for credential holders to maintain their certification through continuing education.

Partnership Program Update:

In 2009, the NBCOT began a Corporate “Partnership Program”; this program was developed to specifically offer all NBCOT OTC® and OTC-SC™ credential holders various services and NBCOT authorized products that they can use. The NBCOT currently has the following Partners which we acknowledge with great appreciation:

- **Framing Success™:** Framing Success offers professional framing of Educational Degrees and Certificates. They have specifically designed custom matting and frame selections for OTC® and OT-SC™ Certificates.
- **Health Proponent™:** Health Proponent offers a service to all NBCOT Certified Technologists to help solve personal or extended Family Healthcare and Health Insurance problems. This service is offered for a fee.
- **GEICO®:** Offers a 10% discount to all NBCOT certified technologists.
- *****New in 2009***: Elsevier™ Publishing:** This Medical Textbook Publishing Company will give all NBCOT Certificants and Candidates for the examinations, a 10% discount on all offered publications as well as free shipping on the order. Elsevier has a dedicated NBCOT “Bookstore” which has a list of recommended text books.

Website Update:

In a direct response to the current credit card security and Identity Theft crisis, the NBCOT is now utilizing the PayPal® Service to handle all purchases from the NBCOT Store. In addition to the security of using PayPal®, orders are received securely; not by telephone, fax, or through the mail with credit card information on a paper order form. Ultimately, orders ship quicker to the customer.

All products previously seen only at Annual NAOT Symposiums, including the OTC® Examination Review Guide are currently available through the “NBCOT Store” at www.nbcot.net.

PayPal® cannot be utilized to pay for any examination related fees, as this is completed in conjunction with the filing of an accepted application.

Standing Committee Update:

The National Board for Certification of Orthopaedic Technologists, Inc. standing committees have been restructured with the responsibilities outlined below. The Board accepts letters of interest for volunteering on any committee at any time during the year.

The following are committees that are open;

Item Writing Committee:

Duties: The duty of the Item Writing Committee is to maintain a continuous supply of examination ready test questions for the OTC® and OT-SC™ examinations. Persons serving on this committee will automatically be eligible to become members of the Job Task Analysis Committee which ultimately designs the examination blueprint. A Job Task Analysis study is done approximately every five (5) years.

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. Item Writer Agreement must be signed and on file. All accepted Items are the property of the National Board for Certification of Orthopaedic Technologists, Inc.
3. Completion of the Item Writing Tutorial.
4. Accepted Members must be a current NBCOT Certified OTC® and/or OT-SC™. All Committee members must maintain their NBCOT issued Certification and be in good standing to remain on this committee.

Meetings: The number of meetings will be determined by the Committee Chair. Most meetings can be held over Email or by Conference Call, however, all members would be required to attend at least one (1) item writing session which will be held in conjunction with the National Association of Orthopaedic Technologists (NAOT) Annual Symposium to reduce cost to the members.

Incentive: 10 Category 1 CEUs per year for a maximum of 60 per certification cycle for a minimum of 20 questions written and accepted in the NBCOT format.

No monetary compensation is given.

Job Task Analysis Committee (JTA):

Duties: The duties of the Job Task Analysis Committee are to monitor the current testing domains of the OTC® examination and to determine if the current domains are still valid and current. The actual Job Task Analysis study is done approximately every five (5) years, but Members of the JTA Committee will be required to participate in various internet surveys set up by the National Board for Certification of Orthopaedic Technologists, Inc., and/or the current Testing Company being utilized to perform the actual JTA study to obtain information on the duties of the OTC® in practice.

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. A JTA non-disclosure agreement must be signed and on file.
3. Accepted Members must be a current NBCOT Certified OTC® and/or OT-SC™. All Committee members must maintain their NBCOT issued Certification and be in good standing to remain on this committee.
4. Any required Testing Company issued Non-Disclosure forms must be signed and on file with both the NBCOT and with the Testing Company if necessary.

JTA Committee Update Cont'd:

Meetings: The number of meetings will be determined by Committee Chair. Most meetings can be held over E-mail or by Conference Call; however, physical participation at the "in person" JTA Study will be voluntary but recommended. The "in person" JTA Study is normally held in conjunction with the National Association of Orthopaedic Technologists (NAOT) Annual Symposium to reduce cost to the members.

Incentive: 5 Category 1 Credits will be awarded to all members of the JTA committee.
10 Category 1 credits will be given for physical participation of the complete "in person" JTA Study.
No monetary compensation is given.

NOTE: Following completion of **any completed** JTA Committee commitment, Members will be listed as an "inactive committee member" **and** will always be considered to be a Committee member for future work on the Job Task Analysis Study.

Recertification/Continuing Education Committee:

Duties: The duties of the Recertification/Continuing Education Committee are to review current NBCOT Recertification and Continuing Education (CEU) Guidelines as well as the CEU submission form in an effort to streamline the recertification process.
Members of this committee will also be charged with investigating and developing new ideas for approved continuing education opportunities. Questions or proposals from the Board may be presented to this committee to investigate and to deliver opinions on before changes are made or tabled to the current Guidelines in place.

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. Accepted Members must be a current NBCOT Certified OTC® and/or OT-SC™. All Committee members must maintain their NBCOT issued Certification and be in good standing to remain on this committee.
3. Members of this Committee must be currently involved in the process of recertification by CEUs.

Meetings: At least one (1) meeting per year. The number of meetings beyond the required one meeting will be determined by Committee Chair. Meetings to be held over Email or by Conference Call; the Committee Chair will bring recommendation to the attention of the entire NBCOT Board for approval of any changes, additions or deletions. Members may be required to meet in person once per year which such meeting will be held in conjunction with the National Association of Orthopaedic Technologists (NAOT) Annual Symposium to reduce cost to the members.

Incentive: 5 Category 1 Credits will be awarded to all members of this committee per term.
No Monetary compensation is given.

Marketing Committee

Duties: The Duties of the Marketing Committee is to develop ongoing marketing strategies in an effort increase the recognition of the NBCOT OTC® and OT-SC™ Certification designation. This will be obtained by and not limited to:

1. Developing a list of hospital risk management addresses for annual mailings. To be presented to the NBCOT office in mailing label format
2. Recommending products for sale through the NBCOT Store and at Meetings.
3. Obtain vendors for the Partnership Program (Vendors must provide discounts to NBCOT Certificants and/or Candidates)

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. Members must be a current NBCOT Certified OTC and must maintain their certification to remain on this committee.

Meetings: At least one (1) meeting per year. The number of meetings beyond the required will be determined by Committee Chair. Meetings to be held over Email or by Conference Call; the Committee Chair will bring recommendations to the attention of the entire NBCOT Board for approval of any proposals, changes, additions or deletions. Members may be required to meet in person once per year at the NAOT Annual Symposium to reduce the cost to members.

Incentive: 5 Category 1 Credits will be awarded to all members of this committee per term. No Monetary compensation is given.

Web Site Committee

Duties: Included but are not limited to: Monitor and review NBCOT website on a regular basis and recommend additions, corrections and or deletions.

To monitor the internet for but not limited to:

1. Any violations of NBCOT copyrights or trademarks, false statements regarding the NBCOT or OTC® and OT-SC™ designations.
2. False statements made by Orthopaedic Technologist Schools/Programs as it relates to eligibility or OTC® and OT-SC™ designations.

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. Full Access to Internet

Meetings: At least one (1) meeting per year. The number of meetings beyond the required will be determined by Committee Chair. Meetings to be held over Email or by Conference Call or Email Survey. The Committee Chair will bring recommendation to the attention of the entire NBCOT Board for approval of any changes, additions or deletions. The Committee Chair has the authority to call an in-person meeting at the Annual Meeting to discuss and work on this project.

Incentives: 5 Category 1 Credits will be awarded to all members of this committee per term. No Monetary compensation is given. Any approved expenses related to performing duties will be reimbursed.

Disciplinary/Ethics Committee
Sub Committee: Ethics Hearing Committee

Duties: The Ethics Hearing Committee will consider and decide any charge rejection appeal and such decision cannot be appealed or In the event that the respondent requests a Hearing, the Ethics Hearing Committee will conduct an Ethics Complaint Hearing designed to collect and weigh all of the available information and proof. Unless a case has been resolved by the Executive Director under the Procedures, the Ethics Hearing Committee will be the initial decision-making body to determine whether violations of the Code of Ethics or these Procedures have occurred.

The Chair of the NBCOT Board of Directors shall appoint a Chair and Vice-Chair of the Ethics Hearing Committee. The Chair or Vice-Chair will preside over and conduct each Ethics Complaint Hearing, with at least two (2) Ethics Hearing Committee members, including the Executive Director, who shall be a permanent member of the Committee. The Ethics Hearing Committee will have full authority and responsibility to convene, preside over, continue, and conclude an Ethics Hearing.

Duties of this Committee also include making a Decision and Order which will be prepared by the Executive Director or Ethics Hearing Committee (Ethics Case Decision) within thirty (30) days of the closing of the case record, or as soon thereafter as practical.

In addition to the duties described above the Hearing Committee will make a determination of disciplinary action(s) and or sanction(s).

Prerequisites:

1. A current NBCOT Non-Disclosure Agreement & Commitment to serve form signed and on file.
2. Currently certified as an OTC and or OT-SC.
3. Must have a working knowledge of the NBCOT Ethics Case Procedures.
4. Members must not have any conflict of interest in current ethics case presiding over.
5. Must be able to make un-biased decisions.
6. Ability to make decisions in the interest of the general public and the profession of the OTC and or OT-SC.

Meetings: The Hearing date for each ethics case will be scheduled by the Executive Director, in consultation with the Ethics Hearing Committee and the parties. Each Hearing will be held at a site determined by the Executive Director and, if practical, held no less than sixty (60) days and no more than one hundred twenty (120) days from the receipt of an Ethics Charge Statement by the NBCOT. Hearings will not be held prior to the date permitted in these rules in order to permit each party to submit a Response or a Reply.

Incentives: 5 Category 1 Credits will be awarded to all members of this committee per term. No Monetary compensation is given. Any approved expenses related to performing duties will be reimbursed.

Institute for Credentialing Excellence™ (Formally known as NOCA; National Organization for Competency Assurance)

The following are the results of the NOCA Surveys that show the NBCOT is in line with other NCCA accredited certification boards.

Does your organization have an ethics procedure in practice?

Yes	84%
No	16%

Does your certification organization offer an expedited service option to process applications instead of processing them on a “first come, first served” basis? If so, do you charge a fee for this service?

Yes, for a fee	10%
Yes, free of charge	4%
No	86%

Does your certification board charge a fee for verification of certification?

Yes	30%
No	56%
Sometimes	13%
We used to but don't anymore	2%
No but we plan to	0%

Does your certification require membership as a criterion for certification?

Yes	22%
No	71%
I don't know	7%

How often do your certificants recertify?

Every Year	8%
Every 2-3 Years	48%
Every 4-5 Years	37%
Every 6-7 Years	1%
Candidates are not required to recertify	4%
I do not know	1%

How many different credentials does your certification organization offer?

1 - 3	63%
4 - 6	15%
7 - 9	8%
10 or more	12%

How much do you charge candidates to take your exam?

\$1 - \$100	24%
\$101 - \$500	63%
\$501 - \$1000	9%
More than \$1000	4%

After initial certification, what percentage of your certificants recertify?

Less than 25%	12%
25 - 50%	14%
51 - 75%	31%
76 - 90%	18%
91 - 100%	22%

Do you offer a "retired" credential category and if so, what is the cost to certificants?

No	60%
Yes-the cost is the same as for our other credentialed members	6%
Yes-less than our other credentialed members	31%
Yes-more than our other credentialed members	4%

How does your program recertify candidates?

Continuing Education	51%
Examination	10%
Both	31%
My program does not recertify candidates	8%

How do you administer your examination?

Written Exam	46%
Computer-based Testing	39%
Online Exam	10%
Oral	2%
Other	3%

Do individuals who hold a certification from your organization receive higher compensation?

Yes	52%
No	28%
Do not know	13%
Not applicable, certification is required	7%