



WCC®  
Candidate Examination  
Handbook

January 2018

The National Alliance of Wound Care and Ostomy® (NAWCO®) is a non-profit organization that is dedicated to the advancement and promotion of excellence in wound care through the certification of wound care practitioners in the United States. The Certification Committee of the NAWCO® is the governing body of the WCC® credential. The aspiration of the NAWCO® is to unify wound care providers & practitioners from different educational backgrounds along the health care continuum in an effort to streamline the delivery of quality wound care.

The NAWCO® offers the "Wound Care Certification Examination" to measure the academic and technical competence of eligible candidates in the area of Skin and Wound Care Management above their basic licensure. The WCC® acts in accordance with legislation code and practice guidelines as determined by each respective professional state regulatory/licensing board. Therefore, WCC® certification alone does not determine a practitioner's scope of practice.

NAWCO® does not discriminate against any individual on the basis of race, color, creed, age, sex, national origin, religion, disability, marital status, parental status, ancestry, sexual orientation, military discharge status, source of income or any other reason prohibited by law. Individuals applying for the examination will be judged solely on the published eligibility requirements.

This handbook contains information regarding the Wound Care Certification examination process of the National Alliance of Wound Care and Ostomy®.

The information contained in this Candidate Handbook is the property of National Alliance of Wound Care and Ostomy® and is provided to candidates who will be taking the certification examination. Copies of this handbook may be downloaded for single personal use, but no part of this handbook may be copied for preparing new works, distribution or for commercial use. NAWCO® does not provide permission for use of any part of the handbook.

To avoid problems in processing your application, it is important that you follow the guidelines outlined in this handbook and comply with our required deadlines. If you have any questions about the policies, procedures, or processing of your application after reading this handbook, please contact the National Alliance of Wound Care and Ostomy®. Additional copies of the handbook may be obtained from our website: [www.nawccb.org](http://www.nawccb.org).

WE RECOMMEND YOU KEEP THIS CANDIDATE HANDBOOK FOR REFERENCE THROUGHOUT THE APPLICATION AND EXAMINATION PROCESS. 1/2018

## **Checklist**

- ☛ Read the Handbook cover to cover.
- ☛ Understand ALL National Alliance of Wound Care and Ostomy® policies.
- ☛ Understand the WCC® eligibility requirements and the application process.
- ☛ Read and agree to be bound by the NAWCO® Code of Ethics, Standards of Practice, Candidate Agreement and the policies and procedures outlined in this handbook.
- ☛ Fill out the application form in its entirety.
- ☛ Complete work experience verification section that documents work experience related to wound care.
- ☛ Sign your application form.
- ☛ Submit application/examination fees of \$330.00, made payable to NAWCO®.
- ☛ Make a copy of your entire application packet for your records. (Your original records will not be returned to you.)
- ☛ Contact information
  - National Alliance of Wound Care and Ostomy®
  - 717 Saint Joseph Dr.
  - Suite 297
  - Saint Joseph, MI 49085-2428 or fax to: 1-800-352-8339 or email: [admin@nawccb.org](mailto:admin@nawccb.org)

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## **Objectives of Certification**

The purpose of the certification is to demonstrate a candidate's proficiency and mastery of essential knowledge and skills in Skin and Wound Care Management above basic licensure.

It promotes consumer protection and confers peer and public recognition to those individuals who prove proficient in their practice.

## **Administration**

The Wound Care Certification Examination is sponsored by the National Alliance of Wound Care and Ostomy®. The independent NAWCO® Certification Committee has been established to develop and maintain the WCC® certification program and all its essential activities.

Computerized versions of the examination are administered at computer based testing facilities managed by PSI Computer Testing, Inc. PSI has testing sites in the United States and other countries. Proctored paper and pencil examinations are available in various scheduled locations around the US for those attending live classes through the Education Pathway.

## **Credentials**

Upon successful completion of the Certification examination, candidates may use the initials WCC®, Wound Care Certified, to designate their status. Credentials are awarded for a five (5) year period following obtaining a passing score on the examination.

Upon expiration of credentialing term, a WCC® is required to recertify with the NAWCO® to maintain their credentials. "WCC®" has been registered with the United States Patent and Trademark Office as the official certification mark of the National Alliance of Wound Care and Ostomy.®

## **Certificate of Certification**

The NAWCO® will award an official numbered certificate to all candidates upon passing the NAWCO® certification examination, denoting status as WCC®, Wound Care Certified. The Certificate will be electronically downloadable and printable on the Member's-only section of the NAWCO® website. Credential Verification

To ensure public safety and ethical practices, the National Alliance of Wound Care and Ostomy® provides credential verification. Interested parties, including the general public, can verify WCC® using the credential verification search feature located at [nawccb.org](http://nawccb.org).

## **Scope of Practice**

The National Alliance of Wound Care and Ostomy® provides certification to various disciplines in healthcare. The scope of practice for the Wound Care Certified (WCC®) health care professional is performed in accordance with legislation code and scope of practice as determined by each respective professional state regulatory board along with prospective employer mandated guidelines.

The scope of practice established by the National Alliance of Wound Care and Ostomy® provides each certified health care provider with an understanding of their role and responsibilities as a member of the interdisciplinary wound care team. The WCC® provides direct hands-on and/or consultative skin and wound management in all health care settings. As with any specialty, certification does not supersede state practice acts nor does it permit a clinician to practice beyond their individual knowledge or expertise.

## **Advanced Practice Registered Nurse (APRN)**

Role: The APRN works independently or in collaboration with a physician (according to state practice acts and facility/agency policies) to lead the interdisciplinary wound care team to plan and provide care for the patient at risk of or with wound care needs. Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure, and facility or agency-based credentialing and privileging requirements to prescribe medications, order tests and treatments, and make necessary referrals.
- b. Independently or in collaboration with the physician comprehensively assesses and establishes wound diagnosis, prognosis, and wound care treatment.

- c. As a leader, provides oversight, assistance and guidance to other members of the interdisciplinary wound care team to establish and provide a comprehensive approach to wound management that includes all disciplines and promotes optimum outcomes.
- d. Provides bedside treatments to include conservative sharp debridement, when indicated and permitted by state practice acts and facility policy.
- e. Independently, or in collaboration with other interdisciplinary wound care team members, develops and implements wound prevention, skin management, and wound treatment programs and provides corresponding education to patients, family members/ caregivers, and facility/agency staff.
- f. Collaborates with other wound care professionals to promote research and assess findings to establish updated, relevant approaches to improve wound prevention and wound care practices.
- g. Collaborates with other wound care team members to promote the facility or agency quality improvement program.
- d. Delegates appropriate wound prevention and wound care actions to LPN/LVNs and unlicensed assistive personnel (e.g. health technicians, nursing assistants).
- e. As an interdisciplinary wound care team member, collaborates to establish individualized, comprehensive care plans that promote wound prevention and healing.
- f. Establishes, reevaluates and revises facility policies, procedures, and guidelines governing wound care, based on needs, evidenced-based trends, and industry changes.
- g. Observes patient's response and wound status, reporting any changes to the provider or supervising clinician, according to facility or agency guidelines.
- h. Provides and reinforces education to patients, family members/caregivers, and facility/ agency staff regarding preventative measures, interventions, and individualized patient treatment plans.
- i. As a patient advocate, promotes facility/ agency-based quality improvement that addresses wound prevention and the specialized complex needs of the wound care patient.

### **Registered Nurse (RN)**

Role: The RN plays a key role in oversight of the patient at-risk of or with wound care needs.

Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure.
- b. Develops and implements wound prevention, skin management, and wound treatment programs and provides corresponding education to patients, family members/ caregivers, and facility/agency staff.
- c. In conjunction with prescribing providers orders (physician, APRN, physician assistant), provides consultation and/or hands-on care for wound prevention or management. Performs comprehensive assessments and reassessments to determine the most appropriate and cost-effective use of wound management products and resources. Hands-on care may include conservative sharp debridement/chemical cauterization with a provider order, per facility guidelines and if allowed according to individual state practice act.

### **Licensed Practical Nurse/Licensed Vocational Nurse (LPN/LVN)**

Role: Under the supervision, delegation, and guidance of the registered nurse or prescribing provider (e.g. physician, APRN, or physician's assistant), the LPN/LVN provides the prescribed care to the patient at-risk of or with wound care needs. Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure.
- b. As an interdisciplinary wound care team member, provides input for care plan consideration that promotes wound prevention and healing.
- c. Implements preventative care, monitors skin status, and performs wound treatments per orders in the individualized patient's treatment plan.
- d. Provides and reinforces education to patients, family members/caregivers, and facility/

agency staff that is consistent with the established care plan for preventative measures, interventions, and individualized patient treatments.

- e. Observes patient's response and wound status, reporting any changes to the registered nurse or supervising clinician, according to facility or agency guidelines.
- f. Contributes to the facility or agency quality improvement program, as assigned.

### **Physical Therapist (PT)/Occupational Therapist (OT)**

Role: The PT and OT plays a key role in oversight of the patient at-risk of or with wound care needs while working under the guidance of a prescribing provider (e.g. physician, APRN, Physician Assistant). Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure.
- b. As part of the interdisciplinary wound care team, contributes to the establishment and revision of the individualized, comprehensive care plan to promote wound prevention and healing, provides input for care plan consideration and implementation per established protocols.
- c. In conjunction with prescribing providers orders (physician, APRN, physician assistant), provides consultation and/or hands-on care for wound prevention or management.
- d. Delegates appropriate actions for adjunctive modalities specific to therapy administration, as part of an established individualized plan of care, to PT assistants and OT assistants.
- e. Assesses, recommends, and provides adjunctive modalities specific to therapy administration within the state's scope of practice for therapy clinicians.
- f. Assesses and makes recommendations for support surface selection.
- g. Provides and reinforces education, consistent with therapy-related aspects of the individualized care plan (e.g. proper positioning, mobility), to patients, family members/caregivers, and facility/agency staff.

- h. Observes patient's response and wound status, reporting any changes to the supervising clinician, according to facility or agency guidelines.
- i. Contributes to the facility or agency quality improvement program, as assigned.

### **Physical Therapy Assistant (PTA)**

Role: The PTA plays a key role in oversight of the patient at-risk of or with wound care needs while working under the supervision of a Physical Therapist (PT). Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure.
- b. As part of the interdisciplinary wound care team, contributes to the establishment and revision of the individualized, comprehensive care plan to promote wound prevention and healing, provides input for care plan consideration and implementation per established protocols.
- c. In conjunction with prescribing provider's orders (physician, APRN, physician assistant), and supervision of the PT, provides consultation and/or hands-on care for wound prevention or management.
- d. Initiates appropriate actions for adjunctive modalities specific to therapy administration, as part of an established individualized plan of care, and as directed by the PT.
- e. Assesses, recommends, and provides adjunctive modalities specific to therapy administration within the state's scope of practice for PTAs.
- f. Assesses and makes recommendations for support surface selection.
- g. Provides and reinforces education, consistent with therapy-related aspects of the individualized care plan (e.g. proper positioning, mobility), to patients, family members/caregivers, and facility/agency staff.
- h. Observes patient's response and wound status, reporting any changes to the supervising clinician, according to facility or agency guidelines.

- i. Contributes to the facility or agency quality improvement program, as assigned.

### **Occupational Therapy Assistant/ Licensed (OTA)**

Role: The OTA plays a key role in oversight of the patient at-risk of or with wound care needs while working under the supervision of an Occupational Therapist (OT). Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure.
- b. As part of the interdisciplinary wound care team, contributes to the establishment and revision of the individualized, comprehensive care plan to promote wound prevention and healing, provides input for care plan consideration and implementation per established protocols.
- c. In conjunction with prescribing provider's orders (physician, APRN, physician assistant), and supervision of the OT, provides consultation and/or hands-on care for wound prevention or management.
- d. Initiates appropriate actions for adjunctive modalities specific to therapy administration, as part of an established individualized plan of care, and as directed by the OT.
- e. Assesses, recommends, and provides adjunctive modalities specific to therapy administration within the state's scope of practice for OTAs.
- f. Assesses and makes recommendations for support surface selection.
- g. Provides and reinforces education, consistent with therapy-related aspects of the individualized care plan (e.g. proper positioning, mobility), to patients, family members/caregivers, and facility/agency staff.
- h. Observes patient's response and wound status, reporting any changes to the supervising clinician, according to facility or agency guidelines.
- i. Contributes to the facility or agency quality improvement program, as assigned.

### **Physician**

Role: The physician works independently or in collaboration with an APRN/PA to lead the interdisciplinary wound care team to plan and provide care for the patient at-risk of or with wound care needs. Responsibilities include but not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure, and facility or agency-based credentialing and privileging requirements to provide patient care.
- b. Independently or in collaboration with the APRN or PA, the physician establishes wound diagnosis, prognosis, and wound care treatment.
- c. Orders appropriate referrals and tests, when indicated.
- d. As a leader, provides oversight, assistance and guidance to other members of the interdisciplinary wound care team to establish a comprehensive approach to wound management that includes all disciplines and promotes optimal outcomes.
- e. Collaborates with the APRN, PA, RN and other wound care team members to develop a wound prevention plan.
- f. Provides bedside treatments to include conservative sharp debridement when needed.
- g. Works with the interdisciplinary team to educate patients, family members/caregivers, and facility/agency staff regarding preventative measures, interventions, and individualized patient treatment plans.
- h. Collaborates with other wound care professionals to promote research and assess findings to establish updated, relevant approaches to improve wound prevention and wound care practices.
- i. Collaborates with other wound care team members to promote the facility or agency quality improvement program.

### **Physician Assistant (PA)**

Role: The PA works independently or in collaboration with a physician (according to state practice acts and facility/agency policies) to lead the interdisciplinary wound care team to plan and provide care for the patient at risk of or with



wound care needs. Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure, and facility or agency-based credentialing and privileging requirements to prescribe medications, order tests and treatments, and make necessary referrals.
- b. Independently or in collaboration with the physician comprehensively assesses and establishes wound diagnosis, prognosis, and wound care treatment.
- c. As a leader, provides oversight, assistance and guidance to other members of the interdisciplinary wound care team to establish and provide a comprehensive approach to wound management that includes all disciplines and promotes optimum outcomes.
- d. Provides bedside treatments to include conservative sharp debridement, when indicated and permitted by state practice acts and facility policy.
- e. Independently, or in collaboration with other interdisciplinary wound care team members, develops and implements wound prevention, skin management, and wound treatment programs and provides corresponding education to patients, family members/ caregivers, and facility/agency staff.
- f. Collaborates with other wound care professionals to promote research and assess findings to establish updated, relevant approaches to improve wound prevention and wound care practices.
- g. Collaborates with other wound care team members to promote the facility or agency quality improvement program.

### **Doctor of Podiatric Medicine (DPM)**

Role: The DPM works independently or in collaboration with other team members (according to state practice acts and facility/agency policies) to lead the interdisciplinary wound care team to plan and provide care for the patient at risk of or with wound care needs. Responsibilities include but are not limited to:

- a. Abides by state practice acts, regulations, and laws established within the state/states of licensure, and facility or agency-based credentialing and privileging requirements to

prescribe medications, order tests and treatments, and make necessary referrals.

- b. Independently or in collaboration with the team members comprehensively assesses and establishes lower extremity wound diagnosis, prognosis, and wound care treatment.
- c. As a leader, provides oversight, assistance and guidance to other members of the interdisciplinary wound care team to establish and provide a comprehensive approach to wound management that includes all disciplines and promotes optimum outcomes.
- d. Provides bedside treatments to include conservative sharp debridement, when indicated.
- e. Independently, or in collaboration with other interdisciplinary wound care team members, develops and implements wound prevention, skin management, and wound treatment programs and provides corresponding education to patients, family members/ caregivers, and facility/agency staff.
- f. Collaborates with other wound care professionals to promote research and assess findings to establish updated, relevant approaches to improve wound prevention and wound care practices.
- g. Collaborates with other wound care team members to promote the facility or agency quality improvement program.

### **Eligibility Requirements**

Applicants for the NAWCO® WCC® certification examination **must meet all of the following criteria:**

1. Hold an active unrestricted license as a Registered Nurse, Licensed Practical/ Vocational Nurse, Nurse Practitioner, Physical Therapist, Physical Therapist Assistant, Occupational Therapist, Occupational Therapy Assistant, Doctor of Podiatric Medicine, Physician or Physician Assistant.
2. Must meet **one** of the following:
  - a. **Education Pathway**
    - i. Successful graduate of approved “Skin & Wound Management Training Course”.
    - ii. Documentation of active involvement in the care of wound care patients, or in

management, education or research directly related to wound care while actively licensed for at least two years full-time/four years part-time within the past five years.

#### **b. Certification Pathway**

- i. Current active certification with Wound Ostomy Continence Nursing Certification Board (WOCNCB®) as a "CWCN®", "CWON®" or "CWOCN®" or current active certification with American Board of Wound Management (ABWM®) as a "CWS®" or "CWSP®".
- ii. Documentation of active involvement in the care of wound care patients, or in management, education or research directly related to wound care while actively licensed for at least two years full-time/four years part-time within the past five years.

#### **c. Experiential Pathway**

- i. Documentation of active involvement in the care of wound care patients, or in management, education or research directly related to wound care while actively licensed for at least four (4) years full-time within the past five (5) years.
- ii. Sixty (60) contact hours in skin and wound care continuing education within the past five (5) years.

To receive credit, the contact hours must be from an accredited provider of continuing nursing education by American Nurses Credentialing Center's Commission on Accreditation (ANCC®); or an approved course from American Physical Therapy Association, (APTA®), National Alliance of Wound Care and Ostomy (NAWCO®), Accreditation Council for Continuing Medical Education (ACCME®), Council on Podiatric Medical Education (CPME®), or American Medical Association (AMA®).

#### **d. Preceptor Pathway**

- i. Successful graduate of approved "Wound Management Training Course".
- ii. Complete a minimum of 120 hours of hands on clinical training with an NAWCO approved clinical preceptor

after completion of "Wound Management Training Course". (Detailed program information is located in the Preceptor Manual, available at [www.nawccb.org](http://www.nawccb.org).)

3. Completion of application and required supporting documentation.
4. Payment of required fees.
5. Receive passing score on the NAWCO® WCC® Examination.

### **Fees**

\$30.00 non-refundable processing fee is required with all application submissions and examination fees.

Initial Certification: \$300.00  
Recertification: \$300.00  
Re-examination: \$300.00  
Lapsed Credential Reinstatement: \$300.00  
Lapsed Credential Late Fee: \$300.00

Candidates can apply and pay online. If mailing payment, make check or money order payable to: National Alliance of Wound Care and Ostomy®. If for any reason you are deemed ineligible to sit for the exam, the \$300 examination fee will be refunded within two (2) weeks. Refunds will not be issued for any reason once you are deemed eligible to sit for the exam.

### **Approved NAWCO® Skin and Wound Management Certification Training Course**

Wound Care Education Institute®  
877-462-9234  
[www.wcei.net](http://www.wcei.net)

WCEI® offers the Skin and Wound Management Certification Training Course in multiple dates and at various locations all around the United States. For detailed listings and application, visit [www.wcei.net](http://www.wcei.net).

### **Content of Examination**

The certification exam is an objective, multiple-choice test consisting of up to 110 questions and is available in a computerized format or paper & pencil format with a total testing time of two (2) hours. Candidates are only scored on 100 questions for exams that consist of 110 questions,

as 10 questions are not scored. Those 10 questions are used to create future exams.

The questions for the certification examination are prepared by the NAWCO® Certification Committee and teams of Subject Matter Experts (SMEs). The examination questions are written to assess cognitive levels of knowledge, comprehension, application and analysis related to skin and wound management.

The content for examination questions is based upon job practice analyses conducted to ensure the content is current, job-related and representative of the responsibilities of wound care practitioners. Each question is subjected to editing for grammar, bias, and technical adequacy by experts from the testing agency.

The passing point is determined by the Certification Committee relying on recommendations from standard setting procedures conducted by NAWCO®'s psychometric vendor, Alpine Testing Solutions. The standard setting method applied by NAWCO® is a criterion-referenced process that involves a committee of subject matter experts making judgments about the difficulty of each exam question relative to a defined level of performance for the minimally qualified candidate.

The examination is weighted in approximately the following breakdown:

- Structures & functions of normal skin 5%
- Identification & management of risk factors impacting skin integrity 10%
- Wound healing process 15%
- Patient assessment, data collection & analysis 20%
- Wound etiology & description 20%
- Treatment administration & management 20%
- Education & training 5%
- Legal, ethics & policy 5%

## **Application Process**

### **Education Pathway**

1. Complete the NAWCO® WCC® examination application found online at [nawccb.org](http://nawccb.org).
2. If you are attending the “Skin & Wound Management Training Course” provided by the

Wound Care Education Institute® (WCEI®), you will need to register separately with [WCEI®](http://WCEI®).

3. Once you successfully complete the WCEI® course, you have two (2) years from the date of course completion or a total of four (4) examination attempts in which to pass the examination, whichever comes first. For further information on retesting, see our Retesting Policy on page 14.
4. Submit all of the above along with \$330 to:  
  
National Alliance of Wound Care and Ostomy®  
717 Saint Joseph Dr.  
Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

### **Certification Pathway**

1. Complete the NAWCO® WCC® examination application online at [nawccb.org](http://nawccb.org).
2. Submit proof of current wound care certification.
3. Submit all of the above along with \$330 to:  
  
National Alliance of Wound Care and Ostomy®  
717 Saint Joseph Dr.  
Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

### **Experiential Pathway**

1. Complete the NAWCO® WCC® examination application online.
2. Complete the continuing education verification form. (A minimum of 60 contact hours per requirements must be documented). This form can be found at [nawccb.org](http://nawccb.org).
3. Submit copies of original certificate of completion forms from each continuing education program entered on your continuing education verification form. Certificate of completion forms must include your name, date, program title, provider, approved accrediting organization, and the number of contact hours awarded.
4. Submit all the above along with \$330 to:  
  
National Alliance of Wound Care and Ostomy®

717 Saint Joseph Dr.  
Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

eligibility decision. Applicants may request a copy of the appeal policy from NAWCO®.

## **Preceptor Pathway**

1. Complete the NAWCO® WCC® certification application online.
2. Successful graduate of an approved Wound Management Training Course.
3. **Complete a minimum of 120 hours of hands-on clinical training with an NAWCO approved clinical preceptor after completion of the Wound Management Training Course.**
4. Completion of application and required supporting documentation. Detailed program information is located in the Preceptor manual, available on our website. at [www.nawccb.org](http://www.nawccb.org).
5. Submit all the above along with \$330 to:

National Alliance of Wound Care and Ostomy®  
717 Saint Joseph Dr.  
Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

## **Application Key Points**

- Application forms should be submitted at least one month prior to requested examination date.
- Upon receipt of the completed application the certification office will review the information and determine the applicant's eligibility to sit for the examination.
- An application is considered complete only if all information requested is complete, legible and accurate. Sufficient wound care experience must be provided with appropriate signatures on the application form.
- Within approximately 1-2 weeks of receipt of the application, a confirmation notice of eligibility with a unique authorization number will be sent to the candidate via email.
- Applicants who are determined to be ineligible to sit for the exam may appeal the decision by submitting a written letter of appeal to the Certification Committee within 30 days of the

- ## **Revocation of Certification**
- NAWCO® may revoke individual WCC® Certification upon the occurrence of any one or more of the following events:
1. Applicant fails to adhere to the NAWCO® code of ethics. (<https://www.nawccb.org/code-of-ethics>).
  2. Any Government agency, licensing board or court finds that any services as provided by WCC® are defective or improper in any way, manner or form.
  3. Use of certification credentials and/or failure to notify NAWCO® within 10 business days subsequent to revocation, suspension, probation or expiration of the primary professional license of the WCC®.
  4. Applicant fails to meet recertification criteria prior to expiration date of their WCC® credentials.
  5. Falsification of application materials.
  6. Actual or potential adverse publicity, false advertising or other information, emanating from a third party or parties, about Applicant, the services provided by Applicant, or the use of the Marks by Applicant causes NAWCO®, in its sole judgment, to believe that the reputation of the NAWCO® will be adversely affected.

## **Appeals**

Individuals may appeal decisions regarding eligibility, examination results, and disciplinary matters made by the NAWCO® certification program by submitting a written letter of appeal to the NAWCO® Certification Committee within 30 days of the NAWCO® decision or action that is being appealed. Candidates may request a copy of the appeal policy by contacting the NAWCO® office.

## **Complaints & Discipline**

Complaints against a WCC® may be submitted by any individual or entity. Complaints should be reported to the Certification Committee in writing to either the NAWCO® office, or email to [cynthia@nawccb.org](mailto:cynthia@nawccb.org), and should include the name of the person submitting the complaint, the name

of the person the complaint is regarding along with other relevant identifying information, a detailed description of factual allegations supporting the charges, and any relevant supporting documentation. Information submitted during the complaint and investigation process is considered confidential and will be handled in accordance with the Certification Committee's Confidentiality policy. Inquiries or submissions other than complaints may be reviewed and handled by the Certification Committee or its staff members at its discretion.

## **Recertification**

Certification is awarded for a five (5) year period following successful passing of the examination. Upon expiration of the credentialing term, a WCC® is required to recertify with the NAWCO® to maintain their credentials. A WCC® may recertify by examination, training, mentoring, or by continuing education. Details of the options will be emailed to candidates within one year of expiration of credential. They may also be accessed at the NAWCO® website: [nawccb.org](http://nawccb.org). Please keep your email address updated with NAWCO® at all times.

## **Reinstatement of Lapsed Credentials**

Reinstatement of a lapsed credential is not the same process as recertification. Requirements for reinstatement of lapsed WCC® credentials include all of the following criteria:

1. Active unrestricted license as a Registered Nurse, Licensed Practical/Vocational Nurse, Nurse Practitioner, Physical Therapist, Physical Therapist Assistant, Occupational Therapist, Occupational Therapy Assistant, Physician Assistant, or Physician.
2. Previous WCC® certification.
3. Active involvement in the care of wound care patients, or in management, education or research directly related to wound care for at least two (2) years full-time or four (4) years part-time within the past five (5) years.
4. Completion of application.
5. Payment of required fee. \$330.00 for reinstatement of certification and \$300.00 for late fee. (Total \$630.00)
6. Choice of one of the following pathways:

- a. Successful graduate of approved "Skin & Wound Management Training Course".
- b. Receive passing score on examination within two (2) years or four (4) attempts (whichever comes first) of credentials lapse\*.
- b. Complete the continuing education verification form. (A minimum of 60 contact hours per requirements must be documented). This form can be found at [nawccb.org](http://nawccb.org).
  - i. Copies of original "certificates of completion" forms from each continuing education program entered on your continuing education verification form may be requested.
  - ii. Certificate of completion forms must include your name, date, program title, provider, approved accrediting organization, and the number of contact hours awarded.

7. A WCC® that successfully meets the requirements of the chosen and accepted pathway, within 2 years of the credential lapsing, will maintain their original certification number.
8. A WCC® that does not successfully meet the requirements within 2 years of the credential lapsing, will receive a new certification number when all eligibility criteria have been met.

## **Final Ruling on Lapsed Credentials**

1. Reinstatement attempt **WITHIN 2 YEARS** through Examination Pathway:
  - a. Unsuccessful: If examination pathway is chosen, after two years or four attempts, you will no longer be able to reinstate your lapsed credential.
  - b. You will be required to wait one year and meet all of the eligibility requirements again for certification under one of the existing initial certification options.
2. Reinstatement attempt **AFTER 2 YEARS**:
  - a. A credential that has lapsed beyond 2 years will not be reinstated.

- b. If you fail to apply to reinstate your credential within two years of the credential expiration, you can apply immediately and must meet all eligibility requirements again for certification under one of the existing certification options.
  - c. A new certification number will be issued to successful candidates.
3. If you can demonstrate that you were falsely imprisoned, held hostage or otherwise held against your will, on active duty out of the US in the military, or in a coma, and as a result, unable to complete your recertification prior to credential lapse, then you may reinstate your credential via any of the recertification options available.
  9. Incidents of reported cheating will be investigated by the NAWCO®. If a candidate is found to have cheated, that candidate's exam will not be scored, and the candidate will be barred from taking any further NAWCO® examinations indefinitely.
  10. Failure to Appear - If you fail to appear for the examination, you will forfeit the entire examination fee. Waivers of exam fee forfeiture will be considered in the case of medical emergencies.
  11. Medical or Other Emergencies - Waivers of withdrawal penalties or exam fee forfeiture will be considered in the case of medical emergencies. Requests for such waivers must be made in writing and supported by appropriate physician documentation. Requests must be received within three weeks following the examination. They will be reviewed on a case-by-case basis.

## **Rules for the Examination**

1. A candidate who informs a Test Site Administrator that he or she does not wish to continue taking the examination being administered may not complete the examination later that day. If the candidate re-takes the examination at a later date, he or she must submit the reexamination fee.
2. Candidates who arrive late for the examination may not take the examination.
3. Disruptive behavior is cause for dismissal from the test site by the Test Site Administrator. No refunds will be given to candidates expelled for disruptive behavior.
4. No visitors are permitted in testing rooms (including children).
5. Candidates may not bring coats, book bags, luggage, etc. to their examination desks.
6. Only the individual named on the registration roster will be permitted to take the examination. No substitutions are allowed for registered candidates.
7. Candidates must present valid US Gov. issued picture identification that matches the name on the authorization at check-in.
8. Examination Misconduct - Before, during and after examination section, all examinees are expected to conduct themselves in an ethical manner and to avoid hampering the ability of fellow examinees around them to perform independently on the examination.

12. Candidates are encouraged to wear a watch to the examination to pace themselves as the testing sites may not provide a clock.
13. Any cell phones brought into the testing center are to be turned off and placed under/away from the desk along with the candidate's other personal items.

## **Accommodation Procedures**

An applicant may request a change in examination procedures or process due to disability, handicap, or other reason. The forms "Request for Special Accommodations" and "Documentation of Disability Needs" (located toward the back of this handbook) must be completed and received at least six weeks prior to the requested examination date. The request must be specific as to the nature of the problem. The applicant is responsible for demonstrating that the request should be granted.

## **Examination Results**

Your exam results will indicate "pass" or "fail". Examination results are sent via email directly to the candidate within 7-10 business days of the exam date. The candidate must provide an email address on the examination application. Hard copy results are not available. Within two (2) weeks of receiving your emailed examination results, you will be able to download and print your certification certificate, a printable wallet ID card and your official congratulations letter. **No candidate exam results will be given by**



**telephone or facsimile for any reason.** Exam results are released **ONLY** to the candidate via the email address. Candidates taking the computerized version of the examination will receive their results immediately following the completion of the exam and will be able to download their documents online within 2 weeks of their exam date. Exam results are kept on file for five years.

## Review of Examinations

For security reasons, examination materials are not available for review. Neither the testing corporation nor the NAWCO® will discuss specific questions on any of the examinations. Comments about questions should be directed in writing to the NAWCO® Certification Committee. The NAWCO® will review comments relating to the exam but will not make a written response to comments.

Candidates who believe their examination results were improperly recorded or their examination graded inaccurately may request that their examination be hand scored. To request examination hand scoring, candidates should complete a signature form available either from NAWCO®. This request must be postmarked no later than 100 days after the test administration date.

## Retesting Policy

Candidates who take the WCC® certification examination and are unsuccessful may retake the examination for a total of three (3) additional reexamination attempts within two (2) years of attending the WCEI course through the Education pathway, or within two (2) years of the original examination date if through the Experiential or the Certification pathway. After four (4) attempts, you are required to wait for a period of one (1) year prior to taking the exam again.

Candidates who allow the two (2) year time limit to expire, but who do not exhaust the four (4) exam attempts, are not required to wait one (1) year prior to reapplying to take the exam again. However, all unsuccessful candidates must meet all eligibility requirements under one of the existing certification options in order to retake the examination. Candidates are encouraged to self-study or attend a wound management-training course during this time. Unsuccessful candidates are not eligible for any refunds.

## Reexamination

1. The NAWCO® is notified by the testing company of all non-passing scores.
2. The National Alliance of Wound Care and Ostomy® will contact you by email with instructions and an application for re-examination. The application can also be downloaded on the NAWCO website at [www.nawccb.org](http://www.nawccb.org)
3. Each reexamination application submitted must be accompanied by the \$330 fee.
4. Reexamination application forms will be processed upon receipt.
5. Submit all of the above along with \$330 to:  
National Alliance of Wound Care and Ostomy®  
717 Saint Joseph Dr. Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

## Examination Disclosure

The examination and answer sheets remain solely the property of the NAWCO®. These materials are confidential and are not available for review by any person or agency for any reason.

## Confidentiality

NAWCO® strictly protects the security of your personal information and honors your choices for its intended use.

We carefully protect your data from loss, misuse, unauthorized access or disclosure, alteration, or destruction. Though we make every effort to preserve user privacy, we may need to disclose personal information when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process.

If we are required by law to release your confidential information, you will be notified by email at the address we have on file, unless prohibited by law. Otherwise, your personal information is never shared outside the company without your permission. Inside the company, data is stored in password-controlled servers with limited access. NAWCO® does not release information to anyone as to whether a particular candidate has applied or what their exam results were.

Anyone may obtain basic certification information including name, city, state, original certification date, current certification date, certification expiration date, and certification status by using the credential verification feature on the home page of our website: [www.nawccb.org](http://www.nawccb.org). If a certificant wishes NAWCO® to verify his or her certification status in writing for an employer, a request signed by the certificant must first be received by the NAWCO® office. [Refer to NAWCO® privacy policy.](#)

## **Computer Examination Procedures**

### **Scheduling Your Examination**

#### **Appointment**

- The NAWCO® will send you a notice of eligibility once you are approved for the exam. Following that, you will receive an email from PSI Services, LLC with instructions on scheduling your examination [on the PSI Services, LLC website.](#)
- A listing of available testing centers with detailed maps may be viewed at [on the PSI Services, LLC website.](#)
- **Make note of your unique NAWCO® eligibility authorization number that will be included with your NAWCO® notice of eligibility email. Without this number you cannot schedule your exam.**
- To gain admission to the testing center:
  - Present a current US Government issued photo ID that includes your current name exactly as it is listed on your examination authorization.
  - Acceptable IDs include: driver's license, valid passport, military ID card with photo, state issued photo ID. (Unacceptable ID's include employment ID, student ID, etc.)

### **Reschedule of Examination**

#### **Appointments**

If you need to cancel your examination appointment or reschedule to a different date, you must contact PSI at 1-800-211-2754 no later than 24 hours prior to your scheduled time. If your appointment falls either on a Monday or the day after a holiday, you must call the last business day prior to your appointment to reschedule. **If you fail to arrive for your appointment or cancel**

**without giving the required notice, you will be subject to forfeiture of your testing fee.**

### **Security**

NAWCO® and PSI® maintain test administration and test security standards that are designed to assure that all candidates are provided the same opportunity to demonstrate their abilities. The assessment center is continuously monitored by surveillance equipment for security purposes.

### **Practice Test**

Prior to attempting the examination, you will be given the opportunity to practice taking a test on the computer. The time you use for this practice test is NOT counted as part of your examination time. When you are comfortable with the computer testing process, you may quit the practice test and begin the timed examination.

### **Timed Examination**

Following the practice test, you will begin the actual examination. Before beginning, instructions for taking the examination are provided on-screen. Two (2) hours are allotted to complete the examination.

### **Examination Results**

After you finish the examination, you are asked to complete a short evaluation of your testing experience. Upon completion of the evaluation, you are instructed to report to the testing supervisor to receive your examination results. Your exam report will indicate “pass” or “fail.”

Successful candidates may begin using the “WCC®” credential immediately and will be able to print their WCC® Certification Certificate, wallet ID card and congratulations letter within 2 weeks of the examination date. No candidate exam results will be given by telephone or facsimile for any reason. Exam results are released ONLY to the candidate at the testing center. Exam results are kept on file for five years.

## **Paper & Pencil Test Procedures**

### **Admission**

Approved candidates (See Application Process section) will be emailed a confirmation notice of eligibility prior to the examination date. If you elect to change your testing location (Example: Onsite to PSI) after that time, a \$75 administrative fee will apply.



The candidate ID number is included on this approval with the candidate's name and address. To gain admission to the testing center, you **MUST** present a US Government issued photo ID that matches the name on the approval. Acceptable ID's include: driver's license, valid passport, military ID card with photo, state issued photo ID. (Unacceptable forms are employment ID, student ID, etc.) ID must be current and include candidate's current name and address.

### **Reporting Time**

The time, date and location of the paper and pencil examination are printed on the candidate's approved course confirmation. All candidates should report to testing location at the reporting time for registration and check-in. Two (2) hours are allotted for candidates to complete the examination.

Candidates may wear a watch to help pace themselves if they so desire. Latecomers may be admitted to the examination at the discretion of the test location supervisor, as long as the test has not been started, but candidates will not be permitted to work beyond the time scheduled for completion of the examination.

### **Answer Sheets**

Candidates will be required to enter examination answers onto a Scantron® answer form. Care should be taken to complete this form accurately to assure prompt reporting of test results. Fill in each 'bubble' completely and neatly. Answers that are not dark enough or that do not fill the circle completely may not scan properly. Erasures should be complete.

The Scantron answer form requires the use of a #2 pencil (provided at test site). Corresponding answers to examination questions are to be indicated on the answer form. No credit will be awarded for answers marked in the test book.

### **Examination Cancellation**

NAWCO® will make every effort to provide the examination onsite when scheduled. In the event of inclement weather or low volume, NAWCO will at its discretion cancel the onsite examination administration. If the examination is canceled by NAWCO®, the candidate will have two options to take the examination. The candidate may wait until the exam is scheduled in the area again, or they may be processed to take the computerized exam at PSI at no additional charge.

### **Examination Results**

Examination results are sent via email within 7-10 **business** days of exam date. Email must be confirmed at testing site. Your exam results will indicate "pass" or "fail". Hard copy results are not available. Within two (2) weeks of receiving your emailed examination results, you will be able to download and print your certification certificate, a printable wallet ID card and your official congratulations letter. No candidate exam results will be given by telephone or facsimile for any reason. Exam results are released **ONLY** to the candidate via the email address.

### **Remote Proctoring Test Procedures**

**COMING SOON**

### **Preparation for the Examination**

Examination questions are not based on any sole source for content. NAWCO® suggests that applicants closely review the examination content outline as a guideline for study preparation. Review of current wound care journals, wound care text books, and reference materials will help prepare for the test.

### **References for Study**

The following reference list may be helpful in preparing for the examination. This list does not attempt to include all the acceptable references available, nor is the examination based solely on these sources. The NAWCO® does not sponsor or endorse any one reference over another. Some of the references can be accessed online, while others are available at local book stores.

"Clinical Guide to Wound Care" by Cathy Thomas Hess, Seventh Edition, Lippincott Williams & Wilkins Publishers. 2012.

"Acute and Chronic Wounds: Current Management Concepts" Fifth Edition by Ruth A Bryant and Denise P Nix, Mosby, Inc. Publisher, 2015.

"Wound, Ostomy, and Continence Nursing Secrets," by Catherine Milne, Lisa Q. Corbett, and Debra Duboc; Publisher Hanley & Belfus, 2002.

"Wound Care: A Collaborative Practice Manual for Health Professionals" Fourth Edition by Carrie Sussman, Barbara Bates Jensen, Publisher: Lippincott, Williams, & Wilkins, 2012.

## Examination Content Outline

1. Structures and functions of normal skin - 5%
  - a. Identify and describe the structures and functions of normal skin and its components. - 2%
  - b. Identify and describe the characteristics of normal skin. - 2%
  - c. Describe growth and regeneration of normal skin. - 1%
2. Identification and management of risk factors impacting skin integrity - 10%
  - a. Understand potential influences of intrinsic factors on skin (e.g., age, BMI, bio-burden, comorbidities, allergies, infection, non-adherence, nutrition/hydration, mobility, cultural beliefs, blood flow, tissue perfusion, necrotic tissue, cognitive impairment, allergies and/or adverse reaction to treatment modalities). - 3%
  - b. Understand potential influences of extrinsic factors on skin (e.g., infection, medications, pressure, mechanical insult, exposure to moisture, smoking, stress, radiation, cytotoxic solutions, bio-burden, foreign body). - 4%
  - c. Identify appropriate risk management strategies based on a comprehensive risk assessment (i.e., validated risk assessment tool (e.g., Braden, Norton) along with individual risk factors). - 3%
3. Wound healing process - 15%
  - a. Identify and describe the normal wound healing phases and what should occur in each phase. - 4%
  - b. Identify and describe the three methods of wound closure. - 3%
  - c. Identify and reevaluate on an ongoing basis intrinsic factors and their potential impact on wound healing (e.g., age, bio-burden, BMI, co-morbidities, allergies, infection, non-adherence, nutrition/hydration, mobility, cultural beliefs, blood flow, tissue perfusion, necrotic tissue, cognitive impairment, allergies and/or adverse reaction to treatment modalities). - 4%
4. Patient assessment, data collection and analysis - 20%
  - a. Review, investigate, and document the patient's history (current complaint and condition, past medical and surgical history including medications and allergies, family history, social history, and past wound history). - 2%
  - b. Read and interpret lab studies (e.g., blood sugar, prealbumin, albumin, complete blood count, zinc level, coagulation studies, hemoglobin A1C, transferrin) and indicate situations in which these tests should be recommended and/or addressed. - 2%
  - c. Read and interpret non-laboratory diagnostics (e.g., monofilament test, TCPO<sub>2</sub>, TCPCO<sub>2</sub>, turgor test, vital signs) and indicate situations in which these tests should be recommended and/or addressed. - 2%
  - d. Identify circumstances indicating need for interdisciplinary consults. - 2%
  - e. Read and interpret risk assessment tools such as Braden and Norton and recommend clinical interventions as appropriate. - 2%
  - f. Read and interpret healing assessment tools such as the PUSH tool and recommend clinical interventions as appropriate. - 2%
  - g. Evaluate patient's physical, mental, and psychosocial status (e.g., cognition, overall skin condition, circulatory, respiratory, neurological, musculoskeletal, urological, gastrointestinal). - 3%
  - h. Considering physical and mental status of the patient, determine appropriate method for assessing a patient's level of pain and plan appropriate interventions. - 3%

- i. Evaluate the patient's current nutritional status including, but not limited to, intake pattern, BMI, and physical constraints limiting the patient's ability to receive nutrition (e.g., inability to use utensils, impaired or unable to swallow, inability to chew solid food). - 2%
5. Wound etiology and description - 20%
- a. Identify and differentiate between wound types (e.g., acute vs. chronic, partial thickness vs. full thickness). - 2%
  - b. Identify and differentiate between wound classifications. - 2%
    - i. Pressure (Stage I - IV, unstageable, deep tissue injury, Mucosal pressure ulcer, mechanical device associated pressure ulcer),
    - ii. Vascular (neuropathic/diabetic (Wagner scale I - V), arterial, and venous ),
    - iii. Traumatic
    - iv. Surgical
    - v. Burns (first degree, second degree, third degree, fourth degree)
    - vi. Other: dermatological, immunological, systemic, malignancy, chemical, allergic, radiation, Kennedy terminal ulcer
  - c. Describe and document wound location and size including presence of tunneling, under-mining, and sinus tract(s). - 2%
  - d. Describe and document the appearance of the wound bed: type of tissue, color, presence of underlying structures, and wound margins. - 2%
  - e. Describe and document wound drainage: Type, Amount, Color, and Odor. - 2%
  - f. Describe and document the appearance of the periwound area. - 2%
  - g. Identify and differentiate between signs and symptoms of wound infection and different levels of wound contamination. - 2%
  - h. Identify signs and symptoms of complications and differentiate among complications that can occur in a wound (e.g., infection, hemorrhage, dehiscence, evisceration, fistula). - 2%
- i. Describe how wound etiology contributes to determining appropriate treatment. - 2%
  - j. Describe factors to be considered in determining wound etiology. - 2%
6. Treatment administration and management - 20%
- a. Considering wound type, overall patient status, and cost, identify the most appropriate wound cleanser [e.g., saline (spray, foam, unit dose, large dose), commercial sprays, anti-biotic solutions (e.g., chlorhexidine, maenad acetate, metronidazole solution, triple antibiotic solutions), antiseptic solutions (e.g., acetic acid, hydrogen peroxide, iodine, Dakin's solution)]. - 2%
  - b. Considering wound type, overall patient status, and cost, identify the most appropriate type of dressing, topical, and other treatment (e.g., alginates, antimicrobial, collagen, composites, contact layers, foams, growth factors, hydrocolloids, hydrogels, special absorptives, transparent films, wound fillers, impregnated gauze, silicon, and bio-engineered tissues (e.g., cadaver, porcine, autologous grafts)). - 3%
  - c. Considering wound type, overall patient status, and cost, identify the most appropriate type of pressure redistribution strategy [e.g., mattresses (low air loss, air fluidized, alternating air, foam, gel, powered, non-powered), cushions (static (air, foam, or gel) and alternating (air)), mattress overlays (low air loss, alternating air, foam, gel, powered, non-powered), specialty beds (bariatric, air fluidized)]. - 3%
  - d. Considering wound type, overall patient status, and cost, identify the most appropriate type of positioning, offloading, or adaptive device (e.g., positioning wedges, cushions, cradles, reachers, beds, side rails, shower chairs, wheelchairs, geriatric chairs, custom chairs, walking devices, anti-shear devices, grab bars, ramps, commodes, trapezes, lifts). - 2%
  - e. Considering wound type, overall patient status, and cost, identify the most appropriate type of orthotic, insert, diabetic shoe, or contact casting. - 2%

- f. Considering wound type, overall patient status, and cost, identify the most appropriate type of wound bed preparation (e.g., selective debridement types (autolysis, enzymatic, biosurgical), non-selective debridement types (mechanical, sharp/surgical, chemical), and bacterial balancing (cleansing)). - 3%
  - g. Considering wound type, overall patient status, and cost, identify the most appropriate type of adjunctive therapy (e.g., ultrasounds, diathermy, electrical stimulation, monochromatic therapy, magnet therapy, negative pressure therapy, radiant therapy, acupuncture, laser, total contact casting, edema management (compression therapy (support stockings, bandages, pumps), massage), hyperbaric, topical growth factors, surgical). - 2%
  - h. Understand and apply principles of infection control during all patient interactions. - 3%
7. Education and training - 5%
- a. Identify and address educational needs of the patient, healthcare team members, and/or family/support network. - 2%
  - b. Educate the patient and family/support network of the benefits of adherence to the treatment plan and the risk of non-adherence. - 2%
  - c. Identify and address critical elements of a discharge/transitional plan for patient and family. - 1%
8. Legal, ethics, and policy - 5%
- a. Demonstrate an understanding of the legal aspects of wound care (e.g., corporate compliance, Stark Act, documentation, malpractice, negligence, assault, abuse, neglect, scope of practice, harassment, facility protocols and procedures, consent (e.g., participation in a research project, dissemination of information/findings, photograph wound(s), treat wound(s), debridement of wound(s)), HIPAA, abandonment). - 2%
  - b. Demonstrate an understanding of the ethical aspects of wound care [e.g., HIPAA, informed consent, advance directives, IRB (clinical trials, research, dissemination of

findings), patient's preferences (cultural, religious, and personal beliefs)]. - 1%

- c. Provide documentation throughout the process that complies with legal and institutional requirements and expectations for clear, concise, legible, and consistent documentation. - 2%

## Sample Examination Questions

1. Which of the following occurs in the inflammatory phase of wound healing?
  - a. Granulation
  - b. Fibroplasia
  - c. Angiogenesis
  - d. Migration of neutrophils to the site
2. Which of the following phases of wound healing characterize chronic wounds?
  - a. Inflammatory and proliferative
  - b. Inflammatory and maturation
  - c. Hemostasis and proliferative
  - d. Hemostasis and maturation
3. Which of the following is an indication for using a foam dressing?
  - a. Scant serosanguinous drainage
  - b. Intact stable eschar on heel
  - c. Stage IV tunneling wound with moderate exudate
  - d. Hypergranulation tissue
4. Mr. Edwards, a non-ambulatory patient has a full thickness venous ulcer on his right medial calf. The ulcer bed is 100% red granulation tissue with significant drainage. Which of the following dressing materials would be the best choice for treatment?
  - a. Hydrogel dressing and Unna's Boot
  - b. Alginate and multilayer elastic compression bandaging
  - c. Hydrocolloid and Unna's Boot

- d. Saline gauze and multilayer compression bandaging
5. Which of the following symptoms are associated with wound infection?
- a. Increased exudate, necrotic tissue, odor, granulation
  - b. Odor and albumin 3.5 gm/dL, protein 7 gm/dL , BUN 18mg/dL
  - c. Necrotic tissue and WBC -10 K/ul
  - d. Quantitative culture of >100,000 bacteria per gram
6. Three wound complications are:
- a. Infection, hemorrhage, approximation
  - b. Dehiscence, epithelialization, evisceration
  - c. Infection, dehiscence, evisceration
  - d. Contraction, abscess, fistula formation
7. A surgical wound closed with surgical staples is an example of:
- a. Primary intention
  - b. Secondary intention
  - c. Tertiary intention
  - d. Artificial intention
8. Which of the following is a form of selective debridement?
- a. Whirlpool
  - b. Sharp surgical
  - c. Wet-to-dry
  - d. Biosurgical
9. A 26-year-old woman who has had type 1 diabetes for 3 years. She is able to feel a monofilament on both of her feet; however her heels are very dry and cracked. You should advise her to:
- a. Soak her feet in warm water every day for 30 minutes
  - b. Apply powder or cornstarch to her feet
  - c. Use lotion on the dry, cracked areas
  - d. Use a callus remover daily
10. You suspect your patient has osteomyelitis. What lab tests would help confirm this diagnosis?
- a. Hgb A1c, prealbumin, CBC
  - b. CBC, BMP, albumin
  - c. Calcium level, CBC, PT/INR
  - d. CBC, ESR, C-reactive protein
- Answers: 1(d), 2(a), 3(d), 4(b), 5(d), 6(c), 7(a), 8(d), 9(c), 10(d)

# WCC® Certification Pathways at a Glance



## Pathway Options

#1 Eligible Licenses	Education	Preceptor	Other Certification	Experiential
Current License as RN, LPN/LVN, NP, PA, PT, PTA, OT, OTA, MD, DO, DPM	✓	✓	✓	✓

#2 Experience:*	Education	Preceptor	Other Certification	Experiential
In the past 5 years				
At least 2 years full-time or 4 years part-time in wound care	✓		✓	
Less than 2 years full-time or 4 years part-time in wound care		✓		
At least 4 years full-time in wound care				✓

*\*EXPERIENCE: Active involvement in the care of wound care patients or management, education or research directly related to wound care. Full-time is considered 40 hours per week. Part-time is considered less than 40 hours per week*

#3 Requirements	Education	Preceptor	Other Certification	Experiential
Successful completion of NAWCO® approved Skin and Wound Management Course	✓	✓		
Identify an approved Preceptor		✓		
Completion of 120 hours of hands on clinical training with an NAWCO® approved clinical preceptor		✓		
Current approved Certification, CWS, CWCN, CWOCN, CWON			✓	
60 contact hours of approved continuing education in skin and wound care				✓

Additional Requirements	Necessary for all Applicants
Completion of application and required supporting documentation	✓
Full payment of required fees	✓
Passing score on WCC® Certification exam	✓

#4 Choose your Pathway	Education	Preceptor	Other Certification	Experiential
For more detail about each pathway, click the link below to refer to the Candidate Examination Handbook	Education Pathway	Preceptor Pathway	Certification Pathway	Experiential Pathway

WCC cert w/ Precept 7-2017 rev. 1

# WCC® Lapsed Credentials Options at a Glance

WCC® Lapsed Certification		Options		
<b>#1 Eligibility</b>		<b>Training</b>	<b>Exam</b>	<b>Continuing Education</b>
WCC® Lapsed Certification less than 2 years after expiration date		✓	✓	✓
Current License as RN, LPN/LVN, NP, PA, PT, PTA, OT, OTA, MD, DO, DPM		✓	✓	✓
<b>#2 Experience*: In the past 5 years</b>		<b>Training</b>	<b>Exam</b>	<b>Continuing Education</b>
At least 2 years full-time or 4 years part-time in wound care		✓	✓	✓
<i>*EXPERIENCE: (Full-time is considered 40 hours per week. Part-time is considered 20-39 hours per week.)</i>				
<b>#3 Requirements</b>		<b>Training</b>	<b>Exam</b>	<b>Continuing Education</b>
Successful completion of NAWCO® Approved Skin and Wound Management Refresher Course		✓		
Passing score on WCC® Certification exam			✓	
60 contact hours of approved continuing education in skin and wound care				✓
<b>Additional Requirements</b>		<b>Necessary for all Applicants</b>		
Completion of reinstatement application and required supporting documentation			✓	
Full payment of required fees			✓	
<b>#4 Choose your Option</b>		<b>Training</b>	<b>Exam</b>	<b>Continuing Education</b>
Select the option to reinstate your lapsed WCC® Certification		Training Option	Exam Option	Continuing Education Option
<b>Final Rule on Lapsed Credential:</b>				
If the expiration of the credential has expired beyond two (2) years, certificant will be processed as a new candidate and all eligibility criteria must be met including a passing score on the certification exam				

WCC Lapsed cert 12-2017

# **WCC® Certification Program- Candidate Agreement / Statement of Understanding**

## **Purpose**

National Alliance of Wound Care and Ostomy® (NAWCO®) is dedicated to the advancement and promotion of excellence in the delivery of wound care and skin management to the consumer. NAWCO® has established a formally documented program under which individuals may take examinations to demonstrate competence relating to their proficiency in skin and wound management. This program includes the WCC® professional Wound Care Certified certification credentials. Successful participants in this program may become authorized to use the WCC® certification.

## **Definitions**

**Applicant** means the individual who, in consideration for being allowed to take the certification examinations offered by NAWCO®, agreed to the terms of this NAWCO® Certification Program Candidate Agreement (“Agreement”).  
**Marks** means the service mark and logo pertaining to the certification credential WCC® that the Applicant has completed.

## **Nondisclosure**

Applicant shall not disclose to any third party or use any information concerning any certification examination of NAWCO®, including, but not limited to questions, form of questions, or answers. The foregoing obligations of nondisclosure and nonuse are binding on Applicant until such time, if ever, as the specific information covered by the obligations are made generally available to the public. The foregoing obligations of nondisclosure and nonuse shall survive termination or expiration of this agreement and all NAWCO® certification programs for any reason. Further, any reported incidence of disclosure of exam item content will be fully investigated by the NAWCO® as a Breach of Contract and Copyright Infringement, and shall result in immediate termination of the individual’s WCC® Credential.

## **Certification**

Applicant’s certification credential is based on Applicant’s successful completion of the required testing and Applicant’s compliance with this Agreement and the requirements described in the

corresponding NAWCO® trademark guidelines, the terms of which are incorporated herein by reference and which may be changed from time to time by NAWCO® in its sole discretion. Applicant acknowledges that NAWCO® has the right to change at any time the requirements for obtaining or maintaining any certification and/or to discontinue any certification is NAWCO®’s sole discretion. Once certification is granted, Applicant may maintain Applicant’s certification by completing, within the time frame specified by NAWCO®, all continuing certification requirements, if any, that correspond with Applicant’s WCC® credential. Applicant is responsible for keeping Applicant informed of NAWCO®’s continuing certification requirements and for maintaining Applicant’s certification. If Applicant does not complete the continuing certification requirements within the time frame specified by NAWCO®, Applicant’s certification for that credential will be revoked without further notice, and all rights pertaining to that certification (including the right to use the applicable Marks) will terminate. Applicant retains Applicant’s certification status if Applicant leaves Applicant’s current employment and/or begins working with a new organization. However, Applicant may not transfer Applicant’s certification status to another person. Applicant agrees to make claims regarding certification only with respect to the scope for which the certification has been granted. Applicant agrees to discontinue use of the WCC® credential and promotion of the certification immediately upon expiration, suspension or withdrawal of certification.

**Applicant further swears to notify the NAWCO® in writing within 10 business days if they learn they are no longer eligible to hold the WCC® credential, such as in the event of suspension, placement of restrictions upon or revocation of the primary professional license. In the event of revocation of the credential, the applicant agrees the printed copy of the certification certificate will be destroyed.**

NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, NAWCO® HAS THE RIGHT NOT TO GRANT, CONTINUE, OR RENEW APPLICANT’S CERTIFICATION IF NAWCO® REASONABLY DETERMINES THAT APPLICANT’S CERTIFICATION OR USE OF THE CORRESPONDING MARKS WILL ADVERSELY AFFECT THE NAWCO®. THIS AGREEMENT APPLIES TO WCC® CERTIFICATION OBTAINED BY APPLICANT.



## Grant and Consideration

Subject to the terms and conditions of this Agreement, NAWCO® grants to Applicant a non-exclusive, personal and nontransferable license to use the Marks solely in connection with providing services corresponding to the certification credential Applicant has achieved. Applicant may use the Marks on such promotional, display, and advertising materials as may, in Applicant's reasonable judgment, promote the services corresponding to Applicant's certification credential and which are permitted by the terms of the NAWCO®'s trademark guidelines corresponding to the certification credential. Applicant may not use the Marks for any purposes that are not directly related to the provision of the services corresponding to Applicant's particular certification. Applicant may not use the Marks of WCC® unless Applicant has completed the certification requirements for the WCC® certification credential and has been notified by NAWCO® in writing that Applicant has achieved certification status of WCC®. NAWCO® reserves the right to revise the terms of this Agreement from time to time. In the event of a revision, Applicant's signing or otherwise manifesting assent to a new agreement may be a condition of continued certification.

## Term and Termination

Term-This Agreement will commence immediately upon Applicant's acceptance of the terms and conditions of this Agreement prior to taking a certification examination. Either party may terminate this Agreement without cause by giving thirty (30) days or more prior written notice to the other party. Termination by NAWCO® - Without prejudice to any other rights it may have under this Agreement or in law, equity, or otherwise, NAWCO® may terminate this Agreement upon the occurrence of any one or more of the following events ("Default"):

1. If Applicant fails to perform any of Applicant's obligations under this Agreement;
2. If any Government agency or court finds that any services as provided by Applicant are defective or improper in any way, manner or form; or
3. If actual or potential adverse publicity or other information, emanating from a third party or parties, about Applicant, the services provided by Applicant, or the use of the Marks by Applicant causes NAWCO®, in its sole

judgment, to believe that NAWCO®'s reputation will be adversely affected. In the event of a Default, NAWCO® will give Applicant written notice of termination of this Agreement.

4. Applicant fails to meet recertification criteria prior to expiration date of their credentials.

In the event of a Default under (2) or (3) or above, NAWCO® may immediately terminate this Agreement with no period for correction and without further notice. In the event of a Default under (1) or (4) above, or at NAWCO®'s option under (2) or (3) above, Applicant will be given thirty (30) days from receipt of notice in which to correct any Default. If Applicant fails to correct the Default within the notice period, this Agreement will automatically terminate on the last day of the notice period without further notice.

## Effect of Termination

Upon termination of this Agreement for any reason, Applicant will immediately cease all display, advertising, and other use of the Marks and cease all representations of current certification. Upon termination, all rights granted under this Agreement will immediately and automatically revert to NAWCO®.

## Conduct of Business

Applicant shall: exercise its independent business judgment in rendering services to Applicant's customers; avoid deceptive, misleading, or unethical practices which are or might be detrimental to NAWCO® or its products; and refrain from making any representations, warranties, or guarantees to customers on behalf of NAWCO®. Without limiting the foregoing, Applicant agrees to not misrepresent Applicant's certification status or Applicant's level of skill and knowledge related thereto.

## Indemnification by Applicant

Applicant agrees to indemnify and hold NAWCO® harmless against any loss, liability, damage, cost or expense (including reasonable legal fees) arising out of any claims or suits made against NAWCO® by reason of Applicant's performance or nonperformance under this Agreement; arising out of Applicant's use of the Marks in any manner whatsoever except in the form expressly licensed under this Agreement; and/or for any personal injury, product liability, or other claim arising from the promotion and/or provision of any

products or services by Applicant. In the event NAWCO® seeks indemnification under this Section, NAWCO® will notify Applicant in writing of any claim or proceeding brought against it for which it seeks indemnification under this Agreement. In no event may Applicant enter into any third party agreements which would in any manner whatsoever affect the Rights of, or bind, NAWCO® in any manner, without the prior written consent of NAWCO®. This Section shall survive termination or expiration of this Agreement and all NAWCO® certification programs for any reason.

### **Disclaimer of Warranties; Limitation of Liabilities**

NAWCO® makes, and Applicant receives, no warranties or conditions of any kind, express, implied or statutory, related to or arising in any way out of any certification examination, any NAWCO® certification program, or this Agreement. NAWCO® specifically disclaims any implied warranty of merchantability, fitness for a particular purpose and non-infringement of any third party rights. In no event shall NAWCO® be liable for indirect, consequential, or incidental damages (including damages for loss of profits, revenue, data, or use) arising out of this Agreement, any NAWCO® certification program, or incurred by any party, whether in an action in contract or tort, even if NAWCO® has been advised of the possibility of such damages. NAWCO®'s liability for damages relating to any certification examination, any NAWCO® certification program, or this Agreement shall in no event exceed the amount of application fees actually paid to NAWCO® by Applicant. Some jurisdictions do not allow limitations of the liability so certain of these limitations may not apply; however, they apply to the greatest extent permitted by law. Applicant acknowledges and agrees that NAWCO® has made no representation, warranty, or guarantee as to the benefits, if any, to be received by Applicant from third parties as a result of receiving certification. This Section shall survive termination or expiration of this Agreement and all NAWCO® certification programs for any reason.

### **General Provisions**

Wisconsin law, excluding choice of law provisions, and the laws of the United States of America govern this Agreement. Failure to require compliance with a part of this Agreement is not a waiver of that part. If a court of competent jurisdiction finds any part of this Agreement unenforceable, that part is excluded, but the rest of this Agreement remains in full force and effect. Any attempt by Applicant to transfer or assign this Agreement or any rights hereunder is void. Applicant acknowledges and agrees that Applicant and NAWCO® are independent contractors and that Applicant will not represent Applicant as an agent or legal representative of NAWCO®. This Agreement and all documents incorporated herein by reference are the parties' complete and exclusive statement relating to their subject matter. This Agreement will not be supplemented or modified by any course of dealing or usage of trade. Any modifications to this Agreement must be in writing and signed by both parties. Applicant agrees to comply, at Applicant's own expense, with all statutes, regulations, rules, ordinances, and orders of any Governmental body, department, or agency which apply to or result from Applicant's rights and obligations under this Agreement.



# WCC® Certification Application

ANY MISSING OR INCOMPLETE INFORMATION MAY CAUSE DELAY IN PROCESSING - (1/2018)

<b>1. PRINT NAME</b> (as it appears on your professional license)		
Last:	First:	MI:
<b>2. MAILING ADDRESS</b> Street:		<b>3. DATE OF BIRTH</b>
City:	State/Province:	Country: Zip/Postal Code:
Daytime Telephone: ( ) ( )	Evening Telephone: ( ) ( )	Email: Required for Confirmation
<b>4. PROFESSIONAL TITLE</b> (List all that apply, LPN, RN, PT, etc) License Type: _____ License Number(s): _____ State: _____ ORIGINAL Issue Date: _____ Expiration Date: _____		<b>5. EDUCATION:</b> (Diploma, BS, BSN, etc.) _____ _____ _____
<b>6. APPLICATION TYPE:</b> <input type="checkbox"/> Initial Certification <input type="checkbox"/> Lapsed Credential		
<b>7. PLACE OF EMPLOYMENT</b> (Hospital, LTC, LTAC, etc.) _____	<b>8. OTHER BOARD CERTIFICATIONS:</b> (CWS, CWOCN, CWCN, etc.) Certification: _____ #: _____ Certification: _____ #: _____	
<b>9. LICENSED EXPERIENCE/PRACTICE WOUND CARE</b> <input type="checkbox"/> 2 to 5 years <input type="checkbox"/> >5 but <10 years <input type="checkbox"/> >10 years		
<b>10. CERTIFICATION PATHWAY</b> <input type="checkbox"/> Educational (Onsite/Online) <input type="checkbox"/> Experiential <input type="checkbox"/> Preceptor <input type="checkbox"/> Other Certification	<b>11. EXAMINATION METHOD:</b> (If Applicable) <input type="checkbox"/> On Site at Skin & Wound Management Course <input type="checkbox"/> Computerized Version at PSI Testing Centers <input type="checkbox"/> Remote Proctored (Not Available At This Time)	<b>12. COURSE TYPE:</b> (If Applicable. Onsite requires location and date) <input type="checkbox"/> Online <input type="checkbox"/> Onsite: Course Location _____  Course Dates: _____
<b>13. ADA ACCOMMODATIONS</b> <input type="checkbox"/> YES, special arrangements will be necessary for me to complete the examination. (If yes, complete forms in handbook and submit to NAWCO)	<b>14. APPLICATION-CERTIFICATION FEES</b> <input checked="" type="checkbox"/> Non-Refundable Processing Fee . . . . . \$30.00 <input type="checkbox"/> Certification Fee . . . . . \$300.00 <input type="checkbox"/> Lapsed Late Fee (If Applicable) . . . . . \$300.00 Balance Due: _____	
<b>15. WORK EXPERIENCE VERIFICATION:</b> All candidates must complete the following section(s) to document required wound care related work experience. Missing or incomplete information <b>will</b> cause delay in processing. Misrepresentation discovered pre or post certification may result in denial or revocation of credential.		
Employer _____		
Employer Full Address _____		
Employment Dates From: ___/___/___ to: ___/___/___ <input type="checkbox"/> Current Employer? <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time		
Supervisor Name: _____ Supervisor Phone #: _____		

Employer \_\_\_\_\_

Employer Full Address \_\_\_\_\_

Employment Dates From: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to: \_\_\_\_ / \_\_\_\_ / \_\_\_\_     Current Employer?     Full Time     Part Time

Supervisor Name: \_\_\_\_\_ Supervisor Phone #: \_\_\_\_\_

**16. Agreement Authorization and Certification Information Release**

I hereby affirm that I have been a \_\_\_\_\_ actively and directly involved in the delivery of wound care or in Management, Education or Research directly related to wound care for a: (Please check one)

- MINIMUM of two years full-time or four years part-time within the past five years.  
 MINIMUM of four years full-time within the past five years. (Required for Experiential Option)

I further affirm that I am currently licensed to practice as a \_\_\_\_\_ (License Type) in the state of \_\_\_\_\_.

I further affirm that no licensing authority has current disciplinary action pending against my license to practice in the aforementioned or any other state, and that my license to practice is not currently suspended, restricted or revoked by any state or jurisdiction.

I authorize the National Alliance of Wound Care and Ostomy® to make whatever inquires and investigations that it deems necessary to verify my credentials and professional standing. I further allow the National Alliance of Wound Care and Ostomy® to use information from my application and subsequent examination for the purpose of statistical analysis, provided my personal identification with that information has been deleted.

I hereby understand the National Alliance of Wound Care and Ostomy® will publish my name, professional license type, city, state, past and present certification status under the NAWCO® WCC® Certification Directory, in print and electronic versions of a worldwide directory of NAWCO® WCC® Certified Practitioners. I release the NAWCO®, its subsidiaries and affiliates and their employees, successors and assigns from any claims of damages for libel, slander, invasion of rights of privacy or publicity, and any other claim based on the publication or release of any Certification Information as specified in this Certification Information Release.

I agree to make claims regarding certification only with respect to the scope for which the certification has been granted. I agree to discontinue use of the WCC® credential and promotion of the certification immediately upon expiration, suspension or withdrawal of certification. I further swear to notify the NAWCO® in writing within 10 business days if I learn I am no longer eligible to hold the WCC® credential, such as in the event of suspension, placement of restrictions upon or revocation of the primary professional license. I understand that failure to notify the NAWCO® of any of the above listed disciplinary actions will result in revocation of certification and/or denial of recertification. In the event of revocation of the credential, I agree to destroy the Certificate of Certification.

By signing this agreement, I hereby swear and attest to all the contents of the Candidate Agreement/ Statement of Understanding contained within the NAWCO® WCC® Candidate Handbook. As the applicant, I declare that the foregoing statements are true. I understand false information may be cause for denial or loss of the credential.

\_\_\_\_\_  
Applicant's Signature\_\_\_\_\_  
Today's Date

**17. PAYMENT: CREDIT CARD AUTHORIZATION FORM: Complete this section ONLY if paying by Credit Card**

**Explanation of Fees:**

- Non-Refundable Processing Fee . . . . . \$30.00
- Certification Fee . . . . . \$300.00
- Lapsed Late Fee (If Applicable) . . . . . \$300.00

I, \_\_\_\_\_, hereby authorize the National Alliance of Wound Care and  
(Name exactly as it appears on card)

Ostomy to charge my credit card account for the amount of \$\_\_\_\_\_ for \_\_\_\_\_.

- Visa
- MasterCard
- American Express (NO DISCOVER)

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_ / \_\_\_\_ Security Code\* \_\_\_\_\_  
\*3-digit code found on signature strip at the end of a series of numbers

Credit Card Billing Address: (Address where cardholder receives bill)

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Documentation of Disability-Related Needs**

If you have a learning disability, a psychological disability, or other disability that requires an accommodation in testing, please have this section completed by an appropriate professional (education professional, doctor, psychologist, psychiatrist) to certify that your disabling condition requires the requested test accommodation. If you have existing documentation of the same or similar accommodation provided for you in another test situation, you may submit such documentation instead of completing the "Professional Documentation" portion of this form.

### **Professional Documentation**

I have known \_\_\_\_\_ since \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Applicant)

in my capacity as \_\_\_\_\_.  
(Professional Title)

The applicant discussed with me the nature of the test to be administered. It is my opinion that because of this applicant's disability described below, he/she should be accommodated by providing the special arrangements identified on the Special Examination Accommodation Form.

Comments:

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Signed:

\_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address:

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Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

License # (If applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Return this form with your examination application and request for special examination accommodations to:

National Alliance of Wound Care and Ostomy®  
717 Saint Joseph Dr.  
Suite 297  
Saint Joseph, MI 49085-2428  
Or fax to: 1-800-352-8339  
Or email: [admin@nawccb.org](mailto:admin@nawccb.org)

# Continuing Education Verification Record

Instructions: Use this form to document continuing education credits if applying for the Recertification, Lapsed Credential Reinstatement by Continuing Education, or Experiential certification pathway. This option requires documentation of completion of a minimum of **sixty (60) contact hours** of education related to skin and wound care, and nutritional management during the previous five year period. If course titles do not clearly reflect the course's relevance to skin and wound care and nutritional management, include a brief description of how the course impacts your practice. You may make copies of this page as needed to document required continuing education. IF you have chosen the Experiential pathway, submit with this application, copies of \*certificates of completion to support each continuing education program entered on this form.

\* Refer to handbook for acceptable continuing education.

Name \_\_\_\_\_  
First
Last
MI

Record of Wound and Skin Care/Continuing Education				
Title/Subject Matter/ Content	Date	Sponsor/Provider/Institution	Location	Contact Hours
Total contact hours				



# NAWCO® Reexamination Application



**1. PRINT NAME:** (As listed on your Professional License) ALL ITEMS MUST BE COMPLETED TO BE ELIGIBLE FOR RE-EXAM  
 LAST: \_\_\_\_\_ FIRST: \_\_\_\_\_ MIDDLE: \_\_\_\_\_

**2. MAILING ADDRESS:** (Street, City, State & Zip Code)

**3. DAYTIME TELEPHONE #** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**4. SELECT CREDENTIAL FOR RE-EXAM:**  WCC  DWC  LLE  OMS  NWCC **5.  ADA Please contact me**

**5. PROFESSIONAL TITLE** (LPN, RN, PT, etc) License Type: \_\_\_\_\_ License #(s): \_\_\_\_\_  
 State: \_\_\_\_\_ ORIGINAL Issue Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**7. APPLICATION-CERTIFICATION FEES :**  
 Non-Refundable Processing Fee. & Examination Fee . . . . . \$330.00

**8. CREDIT CARD AUTHORIZATION FORM: Complete this section ONLY if paying by Credit Card**

I, \_\_\_\_\_, hereby authorize the National Alliance of Wound Care and Ostomy to charge my credit card account for the amount of the fee of \$300.00 plus Application fee of \$30.00.  
 (Name exactly as it appears on card)

Visa  MasterCard  American Express (NO DISCOVER)

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_ Security Code\* \_\_\_\_\_  
\*3-digit code found on signature strip at the end of a series of numbers

Credit Card Billing Address: (Address where cardholder receives bill)  
 Street \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ++ Zip \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**8. CERTIFICATION INFORMATION RELEASE (Directory Listing Inclusion) and AGREEMENT AUTHORIZATION**

I hereby authorize the National Alliance of Wound Care and Ostomy® its licensees, successors, and assigns (collectively NAWCO®) right to publish and release my name, past and present certification status, and state/province (collectively “Certification Information”) under the NAWCO® Certification Directory in print and electronic versions of a worldwide directory of NAWCO® Certified Practitioners.

I release the NAWCO® its subsidiaries and affiliates and their employees, successors, and assigns from any claims of damages for libel, slander, invasion of rights of privacy or publicity, and any other claim based on the publication or release of any Certification Information as specified in this Certification Information Release.

I further affirm that I am currently licensed to practice as a(n) \_\_\_\_\_ in the state of \_\_\_\_\_. I further affirm that no licensing authority has current disciplinary action pending against my license to practice in the aforementioned or any other state, and that my license to practice is not currently suspended, restricted or revoked by any state or jurisdiction.

I authorize the National Alliance of Wound Care and Ostomy® to make whatever inquiries and investigations deemed necessary to verify my credentials and professional standing. I further allow the National Alliance of Wound Care and Ostomy® to use information from my application and subsequent examination for the purpose of statistical analysis, provided my personal identification with that information has been deleted. I have read and understand all the information provided in the NAWCO® Candidate Handbook. I declare that the foregoing statements are true. I understand false information may be cause for denial or loss of the credential. I agree to make claims regarding certification only with respect to the scope for which the certification has been granted. I agree to discontinue use of the credential and promotion of the certification immediately upon expiration, suspension or withdrawal of certification. I further swear to notify the NAWCO® in writing within 10 business days if I learn I am no longer eligible to hold the credential, such as in the event of suspension, placement of restrictions upon or revocation of the primary professional license. In the event of non-renewal or revocation of the credential, I agree to return the Certificate of Certification via postal mail to the NAWCO® address listed on the website at [www.nawccb.org](http://www.nawccb.org). By signing this agreement, I hereby swear and attest to all the contents of the Candidate Agreement/Statement of Understanding contained within the Candidate Handbook. I further agree to abide by the policies and procedures as set forth in the NAWCO® Candidate Handbook and all conditions included in the NAWCO® Candidate agreement.

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_



National Alliance of Wound Care  
and Ostomy®

RETURN COMPLETED APPLICATION WITH FEES TO:

National Alliance of Wound Care and Ostomy®

717 Saint Joseph Dr.

Suite 297

Saint Joseph, MI 49085-2428

Or fax to: 1-800-352-8339

Or email to: [admin@nawccb.org](mailto:admin@nawccb.org)