

## Executive Summary

This job analysis study was initiated in 2017 at the request of the Oncology Nursing Certification Corporation (ONCC). The purpose of the role delineation study, also known as a job analysis or practice analysis, was to provide a detailed analysis of the job-related competencies of the Certified Pediatric Hematology Oncology Nurse (CPHON) for the ONCC to use for continuing efforts related to the ongoing development of a certification program.

The CPHON® Role Delineation Advisory Committee (RDAC) met on August 7 and 8, 2017, and developed a draft job analysis survey. The draft survey was subjected to a pilot test, which led to changes that were made through an iterative process of reviews and modifications. The final survey was then approved and distributed on September 6, 2017 to 3,014 CPHON® nurses. ONCC provided e-mail addresses that were used to disseminate an invitation with an embedded link. A separate web link was provided to ONCC to share with other CPHON® nurses not included in the email list. The published response deadline for this distribution was October 1, 2017.

Between the 3,014 emails that were disseminated and the separate web link, 307 respondents completed the survey, and an additional 103 respondents partially completed the survey. Data for 12 respondents who did not feel the CPHON® statement described them were excluded from the final sample for analysis, as were 42 respondents who completed only 25% or less of knowledge and task statements. Data from 131 respondents who failed two validity check questions throughout the survey (e.g., “For the purpose of validating responses, please select ‘Significant’ for this question”) were also dropped. A total of 225 usable surveys were available for analysis.

The Committee reconvened on November 2 and 3, 2017, to review the results of the survey responses. During this meeting, all data collected from the surveys were reviewed, including the demographic information and the significance ratings for each knowledge and task statement.

These analyses enabled the Committee to make decisions regarding the inclusion and exclusion of knowledge and task statements for an examination content outline, which could be used for continuing development of a certification examination. Decision rules were established to ensure that the knowledge and task statements that were retained were clearly part of practice, and significant enough to practice to warrant inclusion on the content outline.