

# ILNA CODING GUIDELINES



## ONS/APHON Chapters and ONCC Renewal Candidates

**There are more than 36,000 oncology certified nurses—many of them are actively looking for CE they can use for certification renewal by the Individual Learning Needs Assessment (ILNA) method. The best way to assure nurses a program can be used for ILNA points is to have it officially coded for renewal by ILNA.**

The Oncology Nursing Certification Corporation (ONCC) offers the service of reviewing Continuing Nursing Education (CNE) programs and allocating the CE credit to the various content areas of the Certification Examination Blueprints (Test Content Outlines) in which Individual Learning Needs Assessment (ILNA) points may be required. We call this “ILNA coding.” CNE must be accredited or approved by an accredited approver of CNE. Coding the program for ILNA categories does not replace educational accreditation and is only for the purposes of recertification through the ILNA method through ONCC.

ONS chapters, APHON chapters or ONCC renewal candidates complete the ILNA coding for educational programs they offer and/or they attend. Once the ILNA coding is completed by the ONS/APHON chapters and/or ONCC renewal candidates, the coding is sent to the ONCC staff to review and accept or revise the coding. The ONCC staff then returns the coding to the ONS/APHON chapters and/or ONCC renewal candidates within 14 business days of submission.

## Steps to use to apply points to your learning plan

1. Review the program objectives.
2. Divide the total number of contact hours for the program by the number of objectives.  
*For example:  
e.g., A course offers 8 contact hours and has 4 objectives. Each objective is worth 2 ILNA points).*

*End-of-Life Care = 2 objectives x 2 points per objective = 4 ILNA points*

3. Identify in which subject area each objective belongs using the Test Content Outline or Test Keywords on the ONCC website. Use your best judgment.

*For example:  
2 objectives fit into End-of-Life Care, 1 objective fits into Symptom Management and 1 objective fits in Professional Practice)*

4. Multiply the number of objectives in each domain by the number of points per objective to determine the number of ILNA points for each domain.

*For example:*

*End-of-Life Care = 2 objectives x 2 points per objective = 4 ILNA points*

*Symptom Management = 1 objective x 2 points per objective = 2 ILNA points*

*Professional Practice = 1 objective x 2 points per objective = 2 ILNA points*

NOTE: If a program is 4 contact hours or less, you may choose to apply all of the ILNA points to one subject area, or divide it among more than one subject area.

*For example:*

*A course offers 4 contact hours and has two objectives.*

*Survivorship = 1 objective x 2 points per objective = 2 ILNA points*

*Professional Practice = 1 objective x 2 points per objective = 2 ILNA points*

*4 ILNA points can be assigned as follows:\**

*Professional Practice: 2 or 4 ILNA points.*

*Survivorship: 2 or 4 ILNA points*

*\*Only a total of 4 ILNA points can be assigned.*

5. Code CNE for the certification programs according to each certification test content outline. The certification programs include AOCNP®, AOCNS®, BMTCN™, CBCN®, CPHON®, and OCN®. Each certification program has a unique test content outline so CNE offerings may be coded differently across certification programs. Courses and conferences are being coded based on the following Terms & Abbreviation used to identify ILNA Categories:

**Screening and Early Detection** - Health Promotion, Screening and Early Detection; Breast Health, Screening and Early Detection, Risk Assessment and Reduction; Screening, Prevention, Early Detection, and Genetic Risk

**Scientific Basis/Diag and Staging** - Scientific Basis for Practice; Diagnosis and Staging; Diagnosis, Staging, and Treatment Planning

**Treatment** - Treatment Modalities; Treatment Modalities: Local and Systematic; Cancer Treatment

**Symp Mgt** - Symptom Management; Side Effect and Symptom Management; Supportive Care and Symptom Management

**Psychosocial** - Psychosocial Dimensions of Care; Psychosocial and Spiritual; Psychosocial Issues

**Onc Emergencies** - Oncologic Emergencies; Pediatric Oncologic and Hematologic Emergencies

**Survivorship** - Survivorship; Survivorship Issues; Health Maintenance and Survivorship

**End of Life** - Palliative and End of Life Care; End of Life Care

**Professional** - Professional Performance; Professional Practice

**Coord of Care** - Coordination of Care

**Roles of APN** - Roles of the Advanced Practice Nurse

**Basic Concepts** - Basic Concepts and Indications for Transplantation

**Types and Sources** - Types of Transplants and Sources of Stem Cells

**Pre-Transplant** - Pre-Transplant Care

**Prep Regimens** - Preparative Regimens and Stem Cell Infusion

**GVHD Prevention & Mgt** - Graft-Versus-Host Disease Prevention and Management

**Post-Transplant** - Post-Transplant Issues

**Disease Related Biology** - Disease Related Biology

6. Send the completed ILNA Coding CNE Information form and ILNA CNE Assigned form to ONCC at oncc@oncc.org, Attention: ONCC Certification Programs Manager or fax to (412)-859-6168, Attention: ONCC Certification Programs Manager.
7. ONCC reviews the coding. The coding is revised, if needed, and approved and sent to the ONS/APHON chapter and/or renewal candidate within two weeks.
8. The certification candidate should determine his/her need for points in any specific category.

*DISCLAIMER: ONCC review is only for designating content to be used for ILNA points and is not for CNE accreditation. CNE programs must be formally approved for contact hours by an acceptable accreditor/approver of nursing CE to be used for recertification by ONCC. If the CNE provider fails to obtain formal approval to award contact hours by an acceptable accrediting/approval body, no information related to ONCC recertification or ILNA categories may be used in relation to the program.*



**ILNA Coding: CE Providers**  
**CNE Assignment Form**  
 (Complete and submit if requesting Review Coding)

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

ILNA Subject Categories	Total Amount of CNE	OCN®	CBCN®	AOCNP®	AOCNS®	BMTCN™	CPHON®
Screening and Early Detection							
Scientific Basis for Practice/Diagnosis and Staging							
Treatment							
Symptom Management							
Psychosocial							
Oncologic Emergencies							
Survivorship							
End of Life							
Professional Performance							
Coordination of Care							
Roles of the APN							
Basic Concepts and Indications for Transplantation							
Types of Transplants and Sources of Stem Cells							
Pre-Transplant Care							
Preparative Regimens and Stem Cell Infusion							
GVHD Prevention and Management							
Post-Transplant Issues							
Disease Related Biology							

Submit the Request for ILNA Coding, a copy of the program brochure or content outline, and the CNE Assignment Form (if submitting proposed coding). Please allow two weeks for ONCC to process your coding.

Please submit by mail, fax, or email to ONCC:

Oncology Nursing Certification Corporation  
 Attn: Program Managers  
 125 Enterprise Drive, Suite 210  
 Pittsburgh, PA 15275  
 Fax: 412-859-6168  
 oncc@oncc.org