

Test Content Outline
Effective Date: February 26, 2025

Nursing Professional Development
Board Certification Examination

There are 150 questions on this examination. Of these, 125 are scored questions and 25 are pretest questions that are not scored. Pretest questions are used to determine how well these questions will perform before they are used on the scored portion of the examination. The pretest questions cannot be distinguished from those that will be scored, so it is important for a candidate to answer all questions. A candidate's score, however, is based solely on the 125 scored questions. Performance on pretest questions does not affect a candidate's score.

This test content outline identifies the areas that are included on the examination. The percentage and number of questions in each of the major categories of the scored portion of the examination are also shown. *Note: The examples in parentheses are not all inclusive and do not indicate importance.*

Category	Content Domain	Number of Questions	Percentage
I	Educational Process Standards	32	26%
II	Leadership	34	27%
III	Ethical, Legal, and Regulatory Standards	19	15%
IV	Evidence-based Practice and Research	7	6%
V	Technology	19	15%
VI	Program/Project Management and Process Improvement	14	11%
TOTAL		125	100%

I. Educational Process Standards

A. Theories Models and Principles

1. Standards of NPD Practice
2. Teaching/learning theories, models, and principles (eg, behaviorism, cognitive/social constructivism, educational neuroscience, learning styles, adult learning principles, learner characteristics)
3. Professional development models (eg, novice-to-expert, transition to practice, performance-based competencies, clinical ladder)

B. Educational Design and Delivery

1. Education design process (eg, assessment, planning, implementation, evaluation, learning domains)
2. Types of educational activities (eg, orientation, in-service, continuing education, interprofessional)
3. Competency management process

C. Continuing Education and Accreditation

1. Process for providing continuing education (eg, contact hours, requirements)
2. Managing process for continuing education credits

II. Leadership

A. Leadership Principles, Concepts, and Structures

1. Leadership principles
2. Organizational structures, principles, and concepts
3. Change management
4. Resource management
5. Promotion of a healthy work environment (eg, physical/psychological safety, stress management, staff empowerment, work-life balance)
6. Diversity, equity, and inclusion advocacy
7. Applying communication, collaboration, negotiation, consultation, and conflict resolution methods
8. Group facilitation (eg, interprofessional/interdisciplinary teams, focus groups, meetings)

B. Professional Development

1. Professional standards, certification, and credentialing
2. Mentoring processes

III. Ethical, Legal, and Regulatory Standards

A. Professional Standards and Ethics

1. ANA Scope and Standards of Practice and Code of Ethics
2. Organizational recognition (eg, The Joint Commission, Magnet®)

B. Risk Management

1. Risk-management concepts (eg, failure mode effect analysis, root cause analysis, just culture, incident reporting and escalation, incident command structures)
2. Analysis of gaps in practice that indicate potential risk management issues (eg, sentinel and reportable events, audits, reporting)

C. Legal and Compliance

1. Legal implications (eg, sensitive information protection, copyright law, plagiarism, and intellectual property)
2. Integration of legal and regulatory requirements (eg, scope of practice, federal, licensure, maintaining records)

IV. Evidence-based Practice and Research

A. Scholarly Inquiry

1. Scholarly inquiry processes (eg, study design, data collection and interpretation)
2. Processes, translation, and dissemination of research, evidence-based practice, and quality improvement

V. Technology

A. Information Systems and Management

1. Business tools (eg, document production, spreadsheets, presentation software, virtual meetings)
2. Utilization of information technology systems (eg, security, databases, learning management systems, electronic health records)

B. Technology Tools and Strategies

1. Learning technology principles
2. Teaching strategies using technology (eg, simulations, gaming, computer-based learning, virtual reality, virtual education)

3. Clinical technologies (eg, smart pumps, scanners, smartphones, tablets, device integration, networking tools)

VI. Program/Project Management and Process Improvement

A. Program/Project Management and Process Improvement

1. Performance improvement and project management methodologies
2. Organizational performance indicators, priorities, and trends
3. Project management (eg, quality improvement, performance improvement, new product/technology implementation)
4. Strategies for sustaining and maximizing outcomes