



PEDIATRIC NURSING
CERTIFICATION BOARD

**POLICY ON APPEAL FOR EDUCATIONAL
PROGRAM REVIEW AND EXAMINATION
APPLICANT ELIGIBILITY**

It is the policy of the Pediatric Nursing Certification Board, Inc. (PNCB) to provide an opportunity for educational programs and examination applicants to appeal decisions made by the Board regarding their eligibility. An applicant who is deemed by the Board not to be eligible to take the Pediatric Nurse Practitioner Certification Examinations or an educational program which is deemed not to be eligible to be added to the "Listing of Educational Programs Preparing Pediatric Nurse Practitioners," can request further consideration. In order to initiate the process, the candidate or program must request in writing reconsideration of credentials by clarifying and/or expanding the existing materials, or by submitting additional information regarding eligibility as required by the Board and/or Program Review Committee.

The applicant or program's case and supporting documents will be reviewed by two (2) representatives each of the PNCB and PNCB's Program Review Committee. The decision of this group will be communicated in writing to the applicant or program.

Should the applicant or program wish to pursue further action, the request may be made for a review by the full Board and/or Program Review Committee membership. It is the applicant's or program's decision whether to present the appeal via written communication or by a personal hearing (at the applicant's or program's expense) at the next scheduled meeting of the PNCB. The decision of this full membership review is final.