



Policy 4.7 Denial, Suspension, or Revocation of BCEN Credentials

Policy

BCEN® considers misrepresentation and/or noncompliance with eligibility criteria, the rules and guidelines of BCEN certification, and/or misuse of the BCEN credential serious ethical issues that require investigation and possible disciplinary action.

Cause for denial, suspension, or revocation of a BCEN credential includes but is not limited to:

- Falsification of information on the CEN®, CFRN®, CPEN®, CTRN®, or TCRN® examination application and/or CEN-Recertification, CFRN-Recertification, CPEN-Recertification, CTRN-Recertification, or TCRN-Recertification application;
- Misrepresentation of CE credits required for recertification;
- Falsification of any material information requested by BCEN;
- Any restrictions, such as revocation, suspension, probation, or other sanctions, of the professional RN license by the nursing license authority that limits the nurse's ability to function in an emergency, transport (both flight and ground), pediatric emergency or trauma care setting and perform those tasks normally associated with these areas of specialty nursing practice;
- Misrepresentation of CEN, CFRN, CPEN, CTRN, or TCRN certification status
- Suspected individual pre-knowledge of test content, impersonation, cheating on the CEN, CFRN, CPEN, CTRN, or TCRN examination, or other evidence of possible examination compromise.

It is the responsibility of the certificant to notify BCEN of a change (i.e. restrictions) in the professional RN license by the nursing license authority. If the certificant fails to notify BCEN and BCEN discovers the restriction, BCEN reserves the right to suspend or revoke the certificant's credential.

BCEN investigates alleged misconduct, misrepresentation, and/or noncompliance, beginning with an objective review process in which evidence substantiating the allegations is collected to ensure due process and to protect the rights of candidates/certificants. The process is initiated upon notification of noncompliance or misrepresentation and is conducted in an expedited manner to avoid creating an undue burden on the candidate/certificant. Upon completion of the review process, BCEN reserves the right to take disciplinary action, for valid cause, against its certificate holders, individuals seeking BCEN certification, or individuals misrepresenting their CEN, CFRN, CPEN, CTRN, or TCRN certification status. The disciplinary process is delineated in Policy 4.8.

Procedure

1. BCEN notifies the individual in writing that it has received evidence of cause for denial, suspension, or revocation of their BCEN credential. This notice will describe the purported cause. Additionally, the notice shall request the individual to submit in writing, within 30 days of notification, any evidence or argument concerning the proposed denial, suspension, or revocation of the credential.
2. A Disciplinary Subcommittee will be appointed by the BCEN Board Chairperson and will send information describing the details of the situation and the individual in question, including evidence or argument supplied by the individual (if submitted). This subcommittee is empowered by the BCEN Board to make disciplinary decisions.
3. If the Disciplinary Subcommittee reaches a unanimous decision, its decision will be carried out with the approval of the BCEN Board.
4. If the decision is not unanimous, or if the Disciplinary Subcommittee decides that the case is unusual, the case will be presented to the full BCEN Board for consideration and action.
5. BCEN will notify the individual by certified mail regarding the decision. This notice shall include a brief statement setting forth the reason for BCEN's decision.
6. If the BCEN determined the need to deny, suspend, or revoke the individual's credential, then BCEN will forward to the individual information regarding its Review and Appeals Process, as delineated in Policy 4.6.
7. The individual will be informed that he/she is responsible to inform the BCEN of any changes in the status of his/her RN license (if applicable).
8. Any individual who wishes to appeal the decision of the BCEN which denied, suspended or revoked their credential must do so according to the process outlined in Policy 4.6.
9. If the individual does not appeal the decision of the BCEN which denied, suspended, or revoked the credential, the BCEN will request from the individual the name and address of the individual's current employer and will send notification of the BCEN's decision to same.

10. The CEN, CFRN, CPEN, CTRN, and TCRN certificate remains the property of the BCEN and must be returned if the credential is withdrawn for cause.
11. The candidate will not be entitled to receive a copy of either the certification examination or the answers at any time.

Approved: June 2016

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