

ONCB Committee Handbook



ONCB Overview

The Orthopaedic Nurses Certification Board (ONCB) was established in 1986 by the National Association of Orthopaedic Nurses (NAON) to promote the highest standards of orthopaedic nursing practice through the development, implementation, and coordination of all aspects of certification for orthopaedic nurses.

Through the ONC® and ONP-C® exams, ONCB advances the care of the orthopaedic patient and promotes excellence in specialty nursing practice by encouraging professional development and clinical practice.

ONCB is a mission-driven organization. The board's decision making aligns with the mission, vision, and core beliefs in order to ensure provision of excellent certification programs that benefit all stakeholders.

Mission

ONCB improves musculoskeletal health by providing nurses with certifications that promote professional development and advance the practice of orthopaedic nursing.

Vision

Orthopaedic nursing certification is the standard of knowledge and excellence in musculoskeletal health care.

Core Beliefs

- Nurses achieve their fullest potential when they feel valued and recognized.
- Optimal performance occurs when decisions integrate evidence, intuition, and innovation.

- An environment of respectful collaboration encourages diversity of thought and fosters open, honest communication.
- Certification is a powerful vehicle for personal and professional transformation.

ONCB Strategic Plan

Nurses face complex clinical challenges as the practice environment undergoes constant change. ONCB Directors must use evidence, intuition, and innovation to create and manage certification programs that demonstrate continued value to registered nurses and organizational leaders. The strategic plan guides ONCB in providing transformational professional development opportunities through special nursing certification.

ONCB Committees

Exam Prep Committee

Chair: Tabitha S. Kinlaw MBA, MSN, RN, NPDA-BC, CNOR, ONC

Vice Chair: Eevin Judkins RN, CCRN, ACNP, ONP-C®, RNFA

The Exam Prep Committee:

- Develops exam preparation materials (e.g., online practice exams, electronic flashcards, etc.) for ONCB certification candidates.
- Experience as an item writer is beneficial but not required.
- All work is conducted with web-based meetings as needed.
- Committee term is 3 years with a successive term available.

ONC Members

- Cynthia Marlin MS-MHA, RN, ONC®
- Barbara Relucio MSN-Ed, RN, ONC®, CPHQ, CPPS HACF-CMS
- Debbie L. Hawk RN, ONC®, CNOR, RNFA
- Katelyn Greene MSN, RN, ONC®
- Hannah McNeill MHA, BSN, RN, ONC®

NP Members

- Amy Harris MSN, RN, OCNS-C®
- Cindy Lewis MSN, APN-BC, ONP-C®
- Kristin Loker DNP, RN, NP-C, ONP-C®
- Lauren Quigley MS, CNS, CNP, RN, OCNS-C®

Recertification Committee

Chair: Sherry Lawrence, DNP, CNOR, ONC

Vice Chair:

The Recertification Committee:

- Processes all audits of recertification applications. Audit review is important to the continuing validity of ONCB's credentials.
- New members of this committee will serve a 3-year-term.
- A mentored orientation occurs during the first year of service, when the new committee member is paired with an experienced member for audits.
- Each member receives approximately 5 audits per year, making the time commitment for this volunteer opportunity relatively low.

Test Committee

Chair: Laura Arkin, MSN, APRN-CNS, ONC, ONC-A, CCNS, FCNS

Vice Chair: TBD

The Test Committee:

- Reviews and recommends policy changes regarding the exam administration and exam maintenance processes
- In collaboration with the test vendor:
 - Reviews statistics on exam/item performance and revise items as needed with guidance
 - Recommends passing standards for the exams to ONCB
 - Reviews results of role delineation study and recommends exam blueprints/test specifications to ONCB
- Review and updates role description every 2 years to be submitted to ONCB
- Serve as mentors to respective Item Writers and Test Committee members

Prior and Upcoming Test Committee Activities (as of March 2023)

- **Job Task Analysis (JTA)/Test Blueprint** – ONCB typically does a JTA every 5 years. The last one was completed in 2020. The next one should be in 2025.
- **Reclassification** – After a JTA is completed, the item bank is reclassified to the new test blueprint. This was completed in 2021 and won't need to be done again until the completion of the next JTA (estimated to be in 2026).
- **Item Writing/Review and Form Validation** – New items were written in 2022 to address gaps in the item bank so new items do not need to be written in 2023.
 - The ONCB exams include pretest items that should be switched with current items once a sufficient candidate threshold is met.
 - This requires ONCB staff to collaborate with Measure Learning to identify pretest items that will be retired, revised, or ready for operational forms.
 - Additionally, new items will need to be selected for pretesting.
 - All new forms will need to be reviewed by ONCB and subject matter experts (SMEs) before being administered. It is suggested that pretest items be switched for the ONC exam every 100 candidates. Enough candidates are anticipated at the end of Q2.
- **Cut Score** –Standard setting was completed in 2022. If new forms are developed (with new scored items), an equating analysis will need to be run by the test vendor to compute the new cut score.

- New forms were developed in 2022, so new scored sets are not necessary in 2023.
- New forms (with new scored items) are suggested in 2024 depending on candidate volume.

ONC Test Committee Members

- Lydia Booher, MSN, APRN, ACNS-BC, ONC®
- Melissa Yoder, BSN, RN, ONC®
- Lisa Norder, MSN, RN, ONC®, CNL, CRRN
- Melissa Bourne, MS, RN, NPD-BC, ONC®
- Pamela Schreiber-Carey, MS, RN-BC, ONC, OCNS-C®, CMSRN
- Noelle McLellan, MSN, APRN, NP-C, ONC®

ONP-C Test Committee Members

- Patricia Donohue, MSN, RN, ACNP-BC, ONP-C®
- Jeanette Schultz, DNP, MSN, APRN, FNP-C, ONP-C®
- Jason Cucchiara, MS, RN, FNP-C, ONP-C®
- Michael Zychowicz, DNP, ANP-BC, ONP-C®, FAANP
- Sunshine Huffman, MSN, RN, ONP-C®, CNOR, RNFA
- Erin Roberts, MSN, RN, FNP, ONP-C®

ONCB Committee Members' Roles & Responsibilities

- Submit a completed willingness-to-serve form annually.
- Attend the virtual committee orientation and onboarding.
- Attend and participate in committee meetings. If unable to attend, contact chair in a timely manner.
- Attend a minimum of 2 number of virtual meetings annually.
- Participate in activities to reach committee goals as needed between committee meetings in a timely manner.

Committee Chair Roles & Responsibilities

- All committee chairs serve as an ex-officio member of the Board of Directors.
- All committee chairs should complete the StrengthsFinder Assessment and share results with the ONCB Director.
- Establish virtual committee meeting dates/times.
- Conduct committee meetings in an orderly manner, allowing appropriate participation of all individuals present.
- Work collaboratively with ONCB leadership to interview committee members to be presented to the Board of Directors.
- Compile reports for the Board of Directors.

Committee Vice-Chair Roles & Responsibilities

- Act as a mentor or assign a mentor to the new committee members.

Provided Resources

- Digital access to the current NAON Core Curriculum
- Digital access to the AAOS Essentials for NPs

Benefits to Serving on an ONCB Committee

As a volunteer on one of ONCB's committees you:

- Have the opportunity to guide the future success of the ONCB certification programs.
- Contribute your knowledge to the orthopaedic nurses' community.
- Develop lasting relationships with colleagues from around the country.
- Learn how the certification exams are developed and maintained.

ONCB Contact Information

330 N. Wabash Ave., Suite 2000 Chicago, IL 60611

Phone: 1-888-561-6622 (If not working, use local number) 1-312-321-5198

Fax: 1-312-673-6971

oncb@oncb.org