



National Center for Competency Testing

UPDATED FOR 2019

PRINTED CE COURSES & RECERTIFICATION ORDER FORM

1. Use this form to select and order printed CE courses and to submit the recertification fee payment. CE courses are listed in alphabetical order; new courses are marked as such. Please note CD-ROMS are no longer available for purchase.
2. The annual recertification requirements are:
 - Payment of a \$77.00 recertification fee and completion of 14 contact/clock hours of CE for one certification
 - Payment of a \$104.50 recertification fee and completion of 19 contact/clock hours of CE for two or more certifications

PLEASE READ THIS IMPORTANT INFORMATION!

3. There is an *additional charge of \$3.00 per contact/clock hour* to purchase printed CE courses. For example, if 14 CH are ordered, the total additional cost for printed CE courses will be \$42.00. This cost plus a *shipping fee* must be included with your recertification fee payment or your order will not be shipped.
4. Use the following guidelines to select CE courses. **Note:** NCCT offers certification for many entry-level professions. Not all CE courses are applicable to everyone.
 - Identify course content related to the critical job competencies identified in the detailed test plan for your certification exam.
 - Identify courses based on your daily job tasks.
 - Select courses that are of interest to you or that will enhance your overall knowledge.
 - Select CE courses with course numbers you have not successfully completed. You can complete CE courses with the same titles that have different course numbers, as this indicates the courses and tests have been updated. If you have completed NCCT CE courses, you can view/print your CE transcript directly from your personalized Recertification/CE Dashboard at www.ncctinc.com. You can also call 800-875-4404 or email conted@ncctinc.com to have your transcript mailed or emailed to you.
5. To order CE courses, place a \checkmark in the box to the left of the course title on pages 2, 3, and 4 of this form. **Add the costs of each printed course together and place the total below. Add this amount to the Total Cost for Individual Printed Courses on the Recertification Order Form on page 5.**

TOTAL COST FOR INDIVIDUAL PRINTED COURSES

\$ _____

PRINTED CE COURSES ORDER FORM

Course Title	P.A.C.E.® expiration date	Course #	CH	Cost
2007 Certified Postsecondary Instructor© (CPI) Activity NOTE: This course requires the internet to access the reading materials†		1221007	6	\$18.00
2009 Bookkeeper Topics		1221309	5	\$15.00
2015 Procedure Billing Codes Update NOTE: This course requires access to a 2015 Current Procedural Terminology Code book.		1220615	5	\$15.00
Age Related Care for Blood Specimen Collection -P.A.C.E.®	12/31/2019*	1220118	2	\$6.00
A Guide to Wound Repair Coding		1221207	3	\$9.00
A Review of Arterial Blood Gases -P.A.C.E.®	12/31/2020*	1220719	1	\$3.00
A Review of the Cardiovascular System and ECG Performance, Troubleshooting, and Interpretation		1220909	6	\$18.00
A Review of the Hematologic and Lymphatic Systems -P.A.C.E.®	12/31/2019*	1221118	4	\$12.00
A Review of the Muscular System		1221113	3	\$9.00
A Review of the Respiratory System		1220214	3	\$9.00
A Review of the Urinary System -P.A.C.E.®	12/31/2019*	1221518	2	\$6.00
An Introduction to Cancer -P.A.C.E.®	12/31/2019*	1221718	4	\$12.00
An Introduction to Cultural Competency		1229814	2	\$6.00
An Introduction to Transfusion Medicine -P.A.C.E.®	11/30/2020*	1220319	5	\$15.00
An Overview of Labor, Delivery, and Dystocia		1220612	1	\$3.00
An Overview of Payroll Management		1221313	2	\$6.00
Anatomy & Physiology of the Ear, Eye, Nose, & Throat		1220713	3	\$9.00
Anatomy & Physiology of the Nervous System		1220613	3	\$9.00
Antibiotic Resistance		1229614	2	\$6.00
Anxiety Disorders		1225014	2	\$6.00
Aseptic Technique: Past and Present		1229414	3	\$9.00
Aspects of Professionalism -P.A.C.E.®	12/31/2019*	1220318	1	\$3.00
Attention Deficit Hyperactivity Disorder		1223212	2	\$6.00
Autism Spectrum Disorders		1223312	2	\$6.00
Bariatric Surgery		1220813	3	\$9.00
Bipolar Disorder in Children & Adolescents		1225114	2	\$6.00
Bipolar Disorders in Adults		1225214	2	\$6.00
Body Fluids – The Ins and Outs -P.A.C.E.®	12/31/2019*	1222118	5	\$15.00
Brain Brawn - How Memory Works and Tips for Improving It		1229214	4	\$12.00
Chagas Disease After Organ Transplantation		1229014	2	\$6.00
Classroom Management for the Postsecondary Instructor		1221307	2	\$6.00
CLIA & Point of Care Testing -P.A.C.E.®	12/31/2019*	1222518	2	\$6.00
CLSI GP41 Venous Blood Collection Update	11/30/2020*	1220818	2	\$6.00
Coagulation Demystified -P.A.C.E.®	12/31/2019*	1220518	1	\$3.00
Common Lab Tests and Their Uses -P.A.C.E.®	12/31/2020*	1220419	2	\$6.00
Common Sports Injuries		1221308	4	\$12.00
Common Tick-borne Diseases of the United States -P.A.C.E.®	11/30/2020*	1222618	2	\$6.00
Compliant Coding and Billing		1222718	1	\$3.00
Computer Workstation Ergonomics		1221206	1	\$3.00
Confident Diagnosis Coding		1220718	1	\$3.00
Coronary Artery Disease: Risk Factors, Diagnosis, & Treatment		1221806	3	\$9.00
Current Phlebotomy Topics		1222314	2	\$6.00
Current Surgical Topics		1220609	6	\$18.00
Denied and Rejected Claims-How to Get Them Paid		1222616	2	\$6.00
Depression 2014		1223514	2	\$6.00
Diabetes – Truths and Misconceptions -P.A.C.E.®	12/31/2019*	1221318	3	\$9.00
Domestic Violence, Sexual Assault, & Crisis Intervention		1220817	2	\$6.00
Eating Disorders		1223614	1	\$3.00

Ebola and Other Viral Hemorrhagic Fevers	02/28/2021*	1220219	3	\$9.00
ECG Update NOTE: This course requires an internet connection to access the reading material.†		1221013	4	\$12.00
Electronic Medical Records: Preparation & Implementation		1220411	2	\$6.00
Essentials of ICD-10-CM Injury Coding		1222818	1	\$3.00
Fair Labor Standards Act		1228814	1	\$3.00
Family Medical Leave Act		1228714	1	\$3.00
FDA Update: Approvals, Recalls, and Safety Alerts 1/07 – 6/07		1221607	5	\$15.00
Fires in the Operating Room		1221208	2	\$6.00
Frequently Asked Questions about Phlebotomy		1228614	5	\$15.00
Frequently Prescribed Drugs		1220511	6	\$18.00
<i>Fusarium</i> Keratitis		1228514	2	\$6.00
FY 2019 ICD-10-CM Coding Guidelines Update		1223318	2	\$6.00
Gaining Rapport with Students on the First Day of Class		1220309	1	\$3.00
Getting the Red Out – An Introduction to Hemolysis -P.A.C.E.®	12/31/2019*	1220618	1	\$3.00
Hazardous Materials Safety		1228414	3	\$9.00
Heart Block Dysrhythmias		1221107	3	\$9.00
HIP, HIP, HUH? A Review of HIPAA Privacy and Security Laws		1221506	2	\$6.00
HIV & AIDS-The Anatomy of A Pandemic -P.A.C.E.®	12/31/2019*	1221418	3	\$9.00
How Much Do You Know Hepatitis?		1228214	2	\$6.00
Human Papillomavirus		1221507	2	\$6.00
Human Salmonellosis Associated with Animal-Derived Pet Treats		1228314	2	\$6.00
ICD-9-CM to ICD-10-CM Crosswalk of Commonly Used Codes by Physician Office Type		1221615	6	\$18.00
ICD-10-CM Tips for Coders		1220917	2	\$6.00
ICD-10-CM Fundamentals: A Detailed Review of Coding Conventions		1220818	1	\$3.00
ICD-10-CM General Coding Guidelines		1220919	1	\$3.00
Injections – Safe Practices and More		1221214	3	\$9.00
Instructor Tools for Teaching Postsecondary Students		1220209	1	\$3.00
Introduction to Employment Law		1228014	1	\$3.00
Introduction to ICD-10-CM: Part 1		1221212	3	\$9.00
Introduction to ICD-10-CM: Part 2		1221312	6	\$18.00
Introduction to ICD-10-CM: Part 3		1221412	6	\$18.00
Introduction to Procedure Codes – Medical Billing 101		1220409	4	\$12.00
Laboratory Panels Explained -P.A.C.E.®	12/31/2019*	1222218	3	\$9.00
Laboratory Specimen Collection for Doctor Office Personnel		1227914	6	\$18.00
Laparoscopic Surgery Fundamentals		1221706	4	\$12.00
Laws Prohibiting Employment Discrimination		1227814	3	\$9.00
Lice! A Problem for Millions of Years		1227714	3	\$9.00
Mastering Diabetes Mellitus Coding		1223118	1	\$3.00
Mastering ICD-10-CM Neoplasm Coding		1223218	1	\$3.00
Measles and the MMR Vaccine		1221419	1	\$3.00
Medical Malpractice		1227614	2	\$6.00
Medical Terminology 1: Basics		1227514	1	\$3.00
Medical Terminology 2: Anatomy		1227414	1	\$3.00
Medical Terminology 3: Suffixes		1227314	1	\$3.00
Medical Terminology 4: Prefixes		1227214	2	\$6.00
Medical Terminology Advanced Review		1227114	4	\$12.00
Medicare Billing Update for Outpatient Therapy		1220211	3	\$9.00
Methicillin-Resistant <i>Staphylococcus aureus</i> Skin Infections Among Tattoo Recipients		1227014	2	\$6.00
More Frequently Asked Questions About Phlebotomy		1226914	6	\$18.00
Needle Phobia -P.A.C.E.®	12/31/2019*	1220418	1	\$3.00
Newborn Screening Programs -P.A.C.E.®	12/31/2020*	1220619	1	\$3.00

Nuts and Bolts for Bookkeepers		1222406	2	\$6.00
Obstetric Coding		1222918	1	\$3.00
On the Job Safety		1226814	5	\$15.00
Outbreak of Mesotherapy-Associated Skin Reactions		1221406	1	\$3.00
Overview of Inventory Management and Cost of Goods Sold		1221314	2	\$6.00
Patient Safety and Medical Errors		1221906	2	\$6.00
Phlebotomy - It's a Risky Business -P.A.C.E.®	12/31/2019*	1222018	3	\$9.00
Phlebotomy Order of Draw -P.A.C.E.®	12/31/2019*	1221618	2	\$6.00
Phlebotomy Potpourri		1226514	3	\$9.00
Phlebotomy Preanalytic Variables -P.A.C.E.®	12/31/2019*	1221218	2	\$6.00
Post-Traumatic Stress Disorder		1222914	1	\$3.00
Prescription Drug Safety		1221606	2	\$6.00
Preventing Surgical Site Infections		1222306	3	\$9.00
Preventing Wrong Site Surgery		1221306	2	\$6.00
Probiotics: The Inside Story		1220311	2	\$6.00
Resumes, Applications, & Cover Letters		1223014	1	\$3.00
Safe Work Practices, HAIs, and Bloodborne Pathogens -P.A.C.E.®	12/31/2020*	1220519	3	\$9.00
Schizophrenia		1223114	1	\$3.00
Sepsis and Blood Culture Specimen Collection -P.A.C.E.®	12/31/2019*	1221918	1	\$3.00
Sexual Harassment		1226414	3	\$9.00
Sexually Transmitted Diseases -P.A.C.E.®	12/31/2019*	1222318	3	\$9.00
Skeletal Anatomy and Fractures of the Lower Arm, Wrist, and Hand		1226314	1	\$3.00
Skin Cancer: Identification, Treatment, and Prevention		1222106	3	\$9.00
Test Writing Tips for Teachers		1222006	3	\$9.00
The "Bird Flu" & You		1226214	3	\$9.00
The Legal Concept of Negligence		1226114	2	\$6.00
The Patient Friendly Billing® Project		1222206	2	\$6.00
The Structures and Functions of the Integumentary System		1220914	2	\$6.00
The Truth About Z Codes		1222418	1	\$3.00
The "What Ifs" of Venipuncture -P.A.C.E.®	12/31/2019*	1221818	2	\$6.00
The Zika Virus & Other Mosquito-borne Diseases -P.A.C.E.®	11/30/2020*	1220119	2	\$6.00
Tips for Pediatric Phlebotomy and Injections -P.A.C.E.®	12/31/2019*	1220218	1	\$3.00
Tomorrow's Jobs 2006-2016 - Outlook, Employment Sources, and Finding a Job		1220810	4	\$12.00
Tuberculosis: From Consumption to Molecular Diagnosis		1225914	3	\$9.00
Type I Hypersensitivities- Allergies and Hypersensitivities Series, Part 1 of 4		1221019	1	\$3.00
Type II Hypersensitivities- Allergies and Hypersensitivities Series, Part 2 of 4		1221119	1	\$3.00
Type III Hypersensitivities- Allergies and Hypersensitivities Series, Part 3 of 4		1221219	1	\$3.00
Type IV Hypersensitivities- Allergies and Hypersensitivities Series, Part 4 of 4		1221319	1	\$3.00
Understanding Dyslexia in Education and Industry		1222516	1	\$3.00
Ventricular Dysrhythmias		1220911	3	\$9.00
Vitamin D-The Hormone from the Sun		1225814	2	\$6.00
West Nile Virus		1225714	2	\$6.00
Working Together-Strategies for Superior Internal Customer Service		1225614	2	\$6.00
Working with Difficult People		1225514	2	\$6.00
Workplace Violence		1225414	2	\$6.00

**No P.A.C.E.® credit awarded for this course # if completed after P.A.C.E.® expiration date. NCCT CE credit is awarded.
† Contact Customer Service at 800-875-4404 if you want to complete this course and you do not have access to the internet.

RECERTIFICATION ORDER FORM

Please complete & return to NCCT with recertification fee payment & other applicable costs.

Personal Information

Name: _____ NCCT ID#: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: (____) _____ Email _____

Printed CE Courses with Paper/Pencil
 Testing
 [additional cost (see pg. 1) + shipping*; includes answer
 sheets to return for grading]

***The total cost of printed CE courses and the shipping fee must be included
 with the recertification payment or the shipment of your order will be delayed!**

Recertification Fee	
<ul style="list-style-type: none"> • <i>Do you have 1 certification? You need to pay \$77.00/year</i> • <i>Do you have 2 or more certifications? You need to pay \$104.50/year</i> 	\$ _____
Printed CE Course Costs	
Total Cost for Individual Printed Courses – Refer to #5 on page 1 (include pg. 2-3 of the <i>Printed CE Course Order Form with this form</i>)	\$ _____
Shipping Fee for Printed CE Courses	\$ 3.43
Item Subtotal	\$ _____
PAYMENT TOTAL	\$ _____

Form of payment (Circle One): Check Money Order Visa Master Card

For Credit Card Use Only:

Credit Card No. _____ Exp Date: _____
 Address of Cardholder: _____
 Signature of Cardholder: _____