

Frequently asked questions

What is ACN Endorsement?

Australian College of Nursing (ACN) Endorsement is a quality assurance process in which continuing professional development (CPD) activities for nurses are assessed and endorsed against a set of quality criteria developed in line with professional nursing and education requirements. CPD activities are then allocated relevant CPD hours to assist nurses in meeting the Nursing and Midwifery Board of Australia's [Registration Standard for Continuing Professional Development](#).

Why do I want ACN Endorsement?

Displaying the ACN logo on your endorsed CPD activity, promotional material and certificates clearly indicates that you are a quality provider of nursing education and training. Nurses attending an ACN endorsed CPD activity have the confidence that the CPD activity has met high standards consistent with the CPD requirements set by ACN.

What sort of CPD activity can be endorsed?

Endorsement may be for a single CPD activity such as a workshop, conference, seminar, short course, DVD or online learning package. CPD activities that cannot be assessed for endorsement include CPD activities that are marketing a product or a brand. The CPD activity should be nurse focused and beneficial to nurses.

How long is ACN Endorsement valid?

ACN Endorsement is valid for two years, or until a significant change is required and more than 10% of the content is changed. ACN Endorsement of conferences is only valid for the duration of the conference. You will need to submit a new application for endorsement of your conference each year.

How long will it take to receive confirmation of endorsement from the date of my application submission?

We aim to have your application reviewed and finalised within four to six weeks, if all the required documentation is in order at application. Please keep in mind that during busy periods, this may take a little longer. ACN does require all your supporting documentation before your application can be reviewed. If your application is missing any of the requested supporting documentation, this will delay the submission to ACN nurse educators and therefore the turnaround time.

Can my CPD activity be endorsed retrospectively?

No, unfortunately we cannot provide endorsement of a CPD activity in retrospect. A student must have both commenced and completed their study within the endorsed period to be eligible for ACN endorsed CPD hours.

Can I submit multiple CPD activities on one application?

You will need to submit an application for each CPD activity requiring ACN Endorsement. If your CPD activity consists of multiple units, and you intend to submit these units collectively under one application, you must be able to clearly show that each unit is part of the larger CPD activity and students will only receive a certificate upon completion of all modules within the CPD activity. If certificates and CPD hours are awarded at the end of each unit, you will need to submit separate applications.

How do I know how many CPD hours my activity is eligible for?

One hour of active learning is equivalent to one CPD hour. Please note, the correct terminology is now CPD hours and no longer CPD points. Upon approval of your application, ACN will advise how many CPD hours have been allocated.