



CNS-CP Certification by Professional Portfolio

WELCOME AND GETTING STARTED

The portion of this form entitled “Introducing Your CNS-CP Portfolio Project” must be completed.

Applicant Name _____ Date _____

WELCOME TO YOUR CNS-CP PROFESSIONAL PORTFOLIO PROJECT!

You have chosen to complete the CNS-CP Professional Portfolio to demonstrate competence as a Clinical Nurse Specialist working in the perioperative setting. Your pre-approval form has been confirmed, and you have been assigned a Dropbox account which contains instructions and forms for completing the portfolio. You will find three folders in your Dropbox: Forms, Applications, and Recertification. Please assure that the following forms, used to track the development and management of your project, are included in your Dropbox folders.

Forms Folder

1. Welcome and Getting Started
2. Needs Assessment/Gap Analysis
3. Change Analysis
4. Evidence Summary Tool/Table
5. Stakeholders/Committee Members
6. Project Plan
7. Staff/Patient Education
8. Reflective Practice (this form should be completed at the end of the project)
9. Rubric for Scoring the Portfolio
10. Portfolio Checklist

Application Folder

1. Portfolio Review Application

- Submission of this form begins the peer-review process.

2. Application for Certification

- This form will be submitted when final acceptance of the portfolio has been received and the CNS-CP credential has been awarded.
- The application fee is \$375, with a \$40 discount for certificants who also hold another CCI credential.
- Applications should be submitted to cns-cp@cc-institute.org with the appropriate payment.

Recertification Folder

The documents in this folder are not included in the portfolio but will be used to design your recertification plan and are placed here for your convenience.

1. Self-awareness Form

2. Recertification Log

GETTING STARTED ON YOUR PORTFOLIO JOURNEY—CHOOSING A PROJECT

Your choice of a project to use for your portfolio is very important. The CNS-CP credential carries with it an understanding that the Clinical Nurse Specialist practicing in the perioperative setting can demonstrate the ability to translate research into practice. Therefore, the project chosen to apply for CNS-CP certification should clearly demonstrate the CNS's role as a principle participant in the process to improve current practice and/or patient outcomes.

Key points to consider when choosing a project:

- The population must reflect patients whose care is either provided or managed by the applicant. The project serves as a platform to clearly demonstrate skills specific to the perioperative CNS. Include discussion on advanced pharmacology, physical assessment, pathophysiology, and prescriptive authority (pharmacologic or durable medical) as appropriate.
- It is recommended that the applicant choose a complex project where creativity and/or innovation are used to incorporate EBP standards that did or might have had a significant Please complete the following information as an introduction to your project. This form should be returned to your Dropbox account.

Please refer to the next page of this form to identify the project you have chosen for your portfolio.

INTRODUCING YOUR CNS-CP PORTFOLIO PROJECT

Please complete the following items. Important note: To be eligible for inclusion in the portfolio, the project completion date must be within the two years prior to the application date.

Name of Project _____

Project Start Date _____ Project Completion Date _____

Project Overview/Description of Project

Please include the following information in your narrative description or overview:

- demographics related to size of facility
- affected areas (e.g., perioperative department, Sterile Processing, radiology, etc.)
- case type/patients/staff to be affected by project
- brief summary of the CNS's role in the management of the project.