



## National Board for Certification of School Nurses

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### Greetings NCSNs:

*The National Board for Certification of School Nurses (NBCSN) is dedicated to keeping you up to date about the status of your credential. To ensure you receive these important notifications it is vital to update your NCSN contact and account information, such as name changes, email, and mailing address. Doing this on a regular basis will help ensure you receive these important updates. Furthermore, you can enter and track your recertification learning activities throughout the year to help simplify the recertification process. To update your contact information click [here](#) to log into your NCSN account.*

*We also have some great news for NASN members! Did you know that you can share your NCSN certification credential with a banner on your NASN SchoolNurseNet profile? Read on to learn more...*

*A National Certified School Nurse ribbon will be added to your profile when you complete the Certification demographic in your SchoolNurseNet profile. Here's how:*

- 1. Go to the NASN Website and click on SchoolNurseNet*
- 2. Login, or create a user account (if you have an account but don't remember your login, use the retrieve login feature on the login page).*
- 3. Go to your profile (upper right corner of the screen).*
- 4. Choose the "my profile" tab.*
- 5. Locate the Certification demographic and click on add or the pencil. There are many demographics, such as, education, professional associations, honors and awards. Find the one that says "certification."*
- 6. Check the NCSN box.*
- 7. Allow the system 24 hours to add the ribbon to your profile. The system "sweeps" for profile changes daily and will automatically display the ribbon when it "sweeps."*

*See example below.*



## Contact Details

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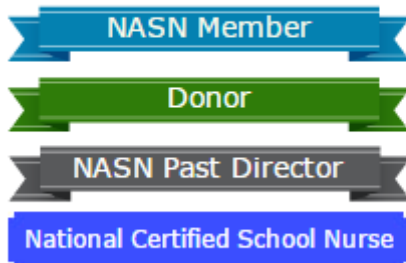


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*NOTE: If you don't see NCSN listed with your other credentials next to your profile name, be sure to update this too. Click on the pencil underneath your photo next to "contact details" and then edit your credentials. Toggle through each contact detail web form and then confirm the change to complete the edit.*

Sincerely,

NBCSN Board of Directors.

**National Board for Certification of School Nurses**  
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