



# 2018 Annual Report:

## National Asthma Education Certification Board (NAECB)

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Clifton Dennis, RRT, AE-C

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## **MISSION**

The mission of the National Asthma Educator Certification Board, a not-for-profit entity, is to promote optimal asthma management and quality of life among individuals with asthma, their families and communities, by advancing excellence in asthma education through the certified asthma educator process.

## **VISION**

The NAECB is the global leader of accredited organizations that certify asthma educators. It is established that AE-Cs provide effective asthma education resulting in measurable improvement in health and quality of life.

## **DEFINITION OF AN AE-C**

An AE-C is an expert in teaching, educating, and counseling individuals with asthma and their families in the knowledge and skills necessary to minimize the impact of asthma on their quality of life. The educator possesses comprehensive, current knowledge of asthma pathophysiology and management including developmental theories, cultural dimensions, the impact of chronic illness, and principles of teaching-learning. The educator is knowledgeable about objective and subjective evaluations used to diagnose asthma and assess its control. The educator capably instructs individuals with asthma on the optimal use of medications and delivery devices particularly explaining technical concepts to individuals in language each can understand.

The educator conducts thorough assessments of individuals and families to identify strengths and resources as well as negative psychological factors, the social and economic impact of asthma, educational needs, and barriers to optimal healthcare and self-management. The educator works with an individual with asthma, his/her family, and other healthcare professionals to develop, implement, monitor, and revise an asthma action plan customized to the individual's needs, environment, disease severity, and lifestyle to optimize the individual's self-management skills. The educator monitors asthma education program outcomes and recommends modifications to improve quality and effectiveness. The educator serves as a resource to the community by providing information about asthma as well as healthcare and community resources.

## **NATIONAL CERTIFICATION PROCESS FOR ASTHMA EDUCATORS**

The role of the Asthma Educator has increased over the past decade as research has shown the importance of a well-educated, informed patient in the self-management of this chronic disease. Expertise in asthma education draws from many diverse areas and goes beyond factual content alone. For example, consideration of educational methodology and factors affecting education are two additional areas critical to the success of any asthma education program.

Prior to the National Asthma Educator Certification Board's (NAECB) Asthma Educator Certification Examination, there were multiple "certificate" programs from a variety of sources, such as local and state ALA chapters, universities, insurance and pharmaceutical companies and organizations outside of the U.S. There is no regulation of these programs and no means to measure outcomes across the spectrum. Asthma specialists recognized the need for a standardized process to certify Asthma Educators and to evaluate their effectiveness in disease management. By providing a certification process, patients, providers, and health care payers could be assured that information obtained from a Certified Asthma Educator (AE-C) is based upon scientifically sound concepts of disease management.

## **HISTORY OF THE NAECB**

In January of 1999, representatives from over 50 stakeholder groups met to discuss the need for an asthma educator certification process. The American Lung Association served as the initial catalyst and convener of this consensus conference. A nominating committee was selected, a slate of Board members proposed, and the stakeholders elected the first volunteer Board of Directors.

The first meeting of this board was held in September of 2000. The NAECB was incorporated in February of 2001 as a private, nonprofit, tax-exempt, autonomous, voluntary credentialing organization. Officers were elected and by-laws were approved at this time. Board members are now elected by the certificants and serve a three-year term. In 2007, the board was comprised of 16 members who represent the multiple disciplines involved in asthma education, including allergy/immunology, behavioral science, environmental health, health education, medicine, nursing, patient advocacy, pediatrics, pharmacy, public health, pulmonary and respiratory therapy. Representation is by discipline and competency, not by organizational membership. The Board also includes a Public Member and an At Large Member.

## **2018 BOARD OF DIRECTORS**

***Kimberly Byrne, RN, BSN, CPN, AE-C (2015-2020) Secretary***  
Phoenix, AZ

***Maureen Damitz, BA, AE-C (2016-2018) Treasurer***  
Chicago, IL

***Samantha Davis, MS, RRT-NPS, AE-C (2017-2019)***  
Clinical Assistant Professor  
Boise, ID

***Clifton Dennis, RRT, AE-C (2011-2019) Chair***  
Augusta University- Children's Hospital of Georgia  
Martinez, GA

***Gary Falcetano, PA-C, AE-C (2018-2020)***  
Stockton, NJ

***Kristin Homze, RN, MSN, APRN, FNP-BC, AE-C (2016-2018)***  
Hogan Regional Center  
Danvers, MA

***Timothy R. Hudd, BS, Pharm.D. R.Ph. AE-C (2012-2021) Chair -elect***  
Massachusetts College of Pharmacy and Health Sciences  
Boston State, MA

***Rory Johnson, Pharm. D., R.PH, AE-C (2014-2019) Vice- Chair***  
Outpatient Special Projects Pharmacist  
(VA Montana)/Clinical Specialist (University of Montana)  
Fort Harrison, MT

***Tami Kochan, RN, MSN, CPNP, AE-C (2016-2018)***  
Oregon City, OR

***Francesca Lopez, BS, MSPH, CPHQ, AE-C (2016-2018)***  
Atlanta, GA

***Lisa Monchil, RRT-NPS, CPFT, AE-C (2018-2020)***  
Carmel, NY

***Kelvin Panesar, MD, AE-C (2016-2018)***  
Crazy About Kids Pulmonary Service, LLC  
Gilbert, AZ

***Mark Peterson, Public member (2017-2019)***

KXLY TV  
Spokane, WA

***William Pruitt, RRT, CPFT, AE-C, FAARC (2018-2020)***

Mobile, AL

***Randall Rife, RRT-NPS, AE-C (2016-2018)***

Granbury, TX

***Constance Saunders, RN, MN, CCM, AE-C (2017-2019)***

Honolulu, HI

***Allan Wachter, MD, FAAAAI, FAAAAI, FCCP (2017-2019)***

Phoenix, AZ

Emeritus Members:

***Traci D. Arney, MN, NP-C, AE-C, FAANP Emeritus Member***

Crazy About Kids Pulmonary Services, LLC  
Gilbert, AZ

***Linda B. Ford, MD, FAAAAI, FAAAAI, AE-C Emeritus Member***

Allergy/Immunology  
The Asthma & Allergy Center, PC  
Bellevue, NB

***Antoinette C. Gardner, RN, BSN, M.Ed., AE-C Emeritus Member***

LSUHSC Dept. of Pediatric Pulmonary/Allergy  
Shreveport, LA

***Karen Meyerson, MSN, RN, FNP-C, AE-C Emeritus Member***

Director, Disease and Case Management  
Priority Health  
Grand Rapids, MI

**NAECB ADMINISTRATION:**

***Nicole Nelson***

Administrative Assistant  
4227 South Meridian  
Puyallup, WA

## Accomplishments

1. The web site has been extensively updated and contains the most current information including:
  - a. Electronic voting has been successfully implemented.
  - b. Electronic recertification has been updated.
  - c. Electronic submission of research applications has been implemented.
  - d. Up-to-date and accurate database of certificants
2. Scholarship Committee
  - a. A total of 13 Linda Ford scholarships were awarded in 2018.
  - b. A total of 32 vouchers have been purchased in 2018.
  - c. The Association of Asthma Educators (AAE) has awarded one scholarship.
  - d. Four Linda Ford Scholarship award winners have successfully passed the AE-C examination.
3. Exam Committee
  - a. Completed SAE Review, Response to Resources Inquiry for Category 4 Items, Review of Candidate Handbook Sample Items, Review of References, and Item Review
  - b. Completed updated Job Analysis
  - c. Completed updated cutscore report
4. Judicial and Ethics Committee
  - a. NO issues to report from Judicial and Ethics
5. Public Relations Committee
  - a. NAECB was well represented at AAE annual conference, the Arizona Asthma Coalition and the North Carolina Asthma coalition meetings.
  - b. Newsletter sent to certificants quarterly.
  - c. Facebook page active with greater than 925 "Likes," an increase of over the past year. With 3.4 thousand page views.
  - d. Active NAECB LinkedIn profile with over 125 members.
6. Recertification
  - a. Recertification by continuing education process completed, 176 have recertified in 2018.
  - b. Reviewed and updated recertification handbook
  - c. Added link for recertification to NAECB.org web site
7. Research Projects
  - a. Family Learning on Asthma Topics – Dr. Szeffler, Children’s Hospital Colorado (\$10,000)
    - i. Develop new platform for asthma education (FLOAT). Four types of 30 minute classes (asthma meds & devices, triggers & environment, self-management, electives focused on comorbidities). Focus on repetitive & interactive learning w/ interdisciplinary team (RT, PA, FNP, etc.).
  - b. Continue to develop/fund an annual process for NAECB grants. The committee will modify the existing process in an attempt to fund multiple community based projects/research as opposed to one large research award.

c. Added RESEARCH link to NAECB .org web site

## 8. Administration

- a. NAECB completed the Job Analysis that was contracted with PSI in August of 2018.
- b. The administrative offices have been relocated to Puyallup, Washington, where our full-time administrative assistant is located.
- c. All historical Board documents have been saved and stored electronically.
- d. An independent audit of the NAECB will be performed in 2019 by Delong and Brower, P.C.
- e. The NAECB application for NCCA certification is in process with a planned submission date of 2019.

**Annual Report Questionnaire- For Corporations**

**1). ENTITY NAME: National Asthma Certification Board (NAECB)**

**2). Please provide any D/B/A or fictitious name: none**

**3). Is the corporation publicly traded: none**

**4). PRINCIPAL OFFICE ADDRESS:**

**NAECB**

4227 South Meridian C662

Puyallup, WA 98373

**5). SPECIFIC PURPOSE:**

*The mission of the National Asthma Educator Certification Board is to promote optimal asthma management and quality of life among individuals with asthma, their families and communities, by advancing excellence in asthma education through the certified asthma educator (AE-C®) process.*

**6). FEIN NUMBER: 74-3007132**

**7). FISCAL YEAR END: Dec. 31, 2018**

**8). CAPITALIZATION: none**

**A) Number of Shares Authorized:**

**B) Class (e.g. Common or Preferred):**

**C) Series (if applicable):**

**D) Par Value:**

**9). OFFICERS & DIRECTORS**

**\*\*Please note we will use the Principal Office Address for all officers and directors.**

**\*\*If different addresses are required, please list the addresses below\*\***

Traci D. Arney, MN, FNP-C, AE-C, FAANP Emeritus Member

Kim Byrne DNP, CPNP-PC, AE-C, (2015-2020)

Maureen Damitz, BA, AE-C, (2016-2018)

Samantha Davis, MS, RRT-NPS, AE-C (2017-2019)

Clifton Dennis, RRT, AE-C (2011-2019) Chair

Gary Falcetano, PA-C, AE-C (2018-2020)

Linda B. Ford, MD, FACAAI, FAAAAI, AE-C Emeritus Member

Antoinette C. Gardner, RN, BSN, M.Ed., AE-C Emeritus Member



Kristin Homze, RN, MSN, APRN, FNP-BC, AE-C, (2016-2018)  
 Timothy R. Hudd, BS, Pharm.D., R.Ph., AE-C (2012-2021) Chair-Elect  
 Rory Johnson, Pharm. D., R.Ph., AE-C, 2014-2019) Vice-Chair  
 Tami Kochan, RN, MSN, CPNP, AE-C, (2016-2018)  
 Francesca Lopez, BS, MSPH, CPHQ, AE-C, (2016-2018)  
 Karen Meyerson, MSN, RN, FNP-C, AE-C Emeritus Member  
 Lisa Monchil, RRT-NPS, CPFT, AE-C (2018-2020)  
 Kelvin Panesar, MD, AE-C, (2016-2019)  
 Mark Peterson (2017-2019) Public Member  
 William Pruitt, RRT, CPFT, FAARC, AE-C (2018-2020)  
 Randall Rife, RRT-NPS, AE-C, (2016-2018)  
 Constance Saunders, RN, MN, CCM, AE-C (2017-2019)  
 Allan Wachter, MD, FAAIAI, FACAIAI, FCCP (2017-2019)  
**President (or Equivalent):** Clifton Dennis, RRT, AE-C (2011-2019) Chair

**Vice President:** Timothy R. Hudd, BS, Pharm.D., R.Ph., AE-C (2012-2021) Vice Chair

**Secretary:** Kim Byrne RN, BSN, CPN, AE-C (2015-2020)

**Treasurer:** Maureen Damitz, BA, AE-C, (2016-2018)

\*\*Please attach an addendum if additional officers/directors are to be listed. Most states require filings to be made online and only a limited number of officers can be listed. \*\*

**10). Please designate any of the above officers to be used as an authorized signer for electronic filings or any forms CSC prepares:**

I acknowledge that prior to my making any payments to Corporation Service Company ("CSC"), CSC will be paying state fees on my behalf in order to file my company's annual reports and return any of my entities to good standing as I direct, and that these state fees to be advanced by CSC are in addition to CSC's service fees for filing the annual reports. CSC will contact me in the event that the state fees are in excess of \$1,000.00 per entity before sending those fees to the state. I acknowledge that I will be billed for the state fees and CSC's service fees upon completion of my order, and that I am responsible for making timely payment of same."

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**Testing results for 2018**

		PASSED			FAILED			ABSENT	
	Total	First	Repeat	Recred	First	Repeat	Recred	First	Repeat
	Tested	Time			Time			Time	
January	25	15	2	0	6	2	0	4	0
February	26	15	5	1	4	1	0	1	1
March	44	23	1	0	14	6	0	0	0
April	34	20	6	1	5	2	0	0	0
May	70	51	1	2	12	3	1	1	1
June	70	33	4	3	25	5	0	4	0
July	40	23	2	1	12	2	0	2	0
August	92	60	2	2	20	8	0	0	0
September	26	14	0	0	7	5	0	1	0
October	23	7	0	1	8	7	0	1	0
November	25	10	4	1	6	4	0	1	0
December	31	17	2	1	6	5	0	1	0
<b>2018 total</b>	<b>506</b>	<b>288</b>	<b>29</b>	<b>13</b>	<b>125</b>	<b>50</b>	<b>1</b>	<b>16</b>	<b>2</b>

**Pass rate of 66.4% for current cycle**

## NAECB 2018-2020 STRATEGIC PLAN

Assure financial viability and stability of the NAECB

- Develop a balanced annual operating budget.
- Be good stewards of the assets of the NAECB.
- Develop and maintain a quality examination that is consistent with the Job Matrix.
- Maintain the Self-Assessment Examination (SAE) for additional source of income.
- Maintain recertification by continuing education per policy.
- Develop sustainable partnerships regionally/nationally and encourage the promotion of AEC.

Ensure that the examination is consistent with the national standards for asthma self-management and the Role of the Asthma Educator

- Maintain an examination committee that is multidisciplinary and representative of asthma educators.
- Perform systemic assessments of questions to assure validity and accuracy of the exam.
- Recruit, develop, and maintain an adequate pool of item writers.
- Maintain Item writing course with PSI to be offered every two years.
- Obtain and maintain NCCA accreditation through ICE for the NAECB exam.

Establish brand recognition for the AE-C credential.

- Develop a comprehensive, three-year marketing plan that includes brand recognition, formulating sustainable partnerships and increasing the use of AE-C service and communicate the value to partners.
- Develop sustainable partnerships regionally/nationally to promote AE-Cs.
- Update and maintain the website to ensure accuracy of the content.
- Investigate and participate in speaking/presentation opportunities, working with professional organizations and stakeholders.
- Maintain social media campaign.

Communicate effectively with our candidates, certificants and strategic partners.

- Maintain a relational database for candidate and certificant data, to identify demographics that correlate to the exam pass rates.
- Respond to inquiries and suggestions about the examinations process and product.
- Institute an efficient way to maintain certificant contact information on our website while also allowing for the public to view information and to find an AE-C in their area.
- Provide notification of certificants about certifications that will expire at the one year, 6-month and 3-month timeline.
- Maintain the candidate handbook and submit change to PSI on and on-going basis.
- Continue a post-examination survey to assess the amount/type of preparation for exam and the candidate's impression of the exam.
- Create and distribute quarterly E-Newsletters with information on Board matters, certification, planning, reimbursement, job opportunities, AE-C scholarship opportunities, and spotlighting AE-C educators.
- Develop working partnerships with organizations providing asthma care and education.

Advocate for policies and actions that result in reimbursement/compensation for asthma education by AE-Cs.

- Establish dialogue with the National Asthma Guidelines authors on the value of AE-C in the management of asthma.
- Advocate for the acceptance of the National Standards for Asthma Self-Management education.
- Publish articles that demonstrate values of AE-C.
- Develop resources that direct AE-C to reimbursement resources.
- Apply for participation in the NAEPP

Promote research that documents the value of AE-Cs and the examination process.

- Submit abstracts to at least two national meetings using recent test performance data.
- Prepare at least one proposal for submission to evaluate the impact of asthma certification on certificant roles, responsibilities, practice, and patients.
- Review community asthma education projects for funding and abstract submission.

Ensure the quality and diversity of the board.

- Empanel a diverse board representing educators from each discipline.
- Encourage each board member to seek AE-C when eligible.
- Recruitment activities via traditional and nontraditional practice settings.
- Board member commitment to publicize and solicit new members.
- Encourage colleagues and peers certification in conjunctions with Board participation.

4:45 PM  
01/24/19  
Cash Basis

**National Asthma Educator Certification Board**  
**Profit & Loss**  
January through December 2018

	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4010 · Donations	
4012 · Board donations - in-kind	25.00
4019 · Lease in kind donation	1,551.04
	1,576.04
<b>Total 4010 · Donations</b>	<b>1,576.04</b>
4060 · Testing fees	180,372.00
4065 · SAE Testing Fees	21,450.00
4070 · Extension Certificates	23.97
4080 · AE-C Pin	217.12
4090 · Recertifications	51,309.75
4200 · Interest	
4201 · Bank Interest	1.66
4200 · Interest - Other	97.43
	99.09
<b>Total 4200 · Interest</b>	<b>99.09</b>
<b>Total Income</b>	<b>255,047.97</b>
<b>Expense</b>	
5000 · Bank Fees	539.40
5020 · Rental expense	1,551.04
5100 · Professional Fees	
5101 · Accounting Fees	1,500.00
5103 · Legal Fees	533.25
5104 · Marketing	3,986.41
5106 · Administrative Support	50,400.00
5100 · Professional Fees - Other	925.00
	57,344.66
<b>Total 5100 · Professional Fees</b>	<b>57,344.66</b>
5150 · Board Insurance	4,579.05
5200 · Office Supplies	2,875.40
5250 · Conference Expenses	
5252 · Exhibit space / booth rental	650.00
5253 · Supplies	339.98
5254 · Volunteer travel expences	979.62
	1,969.60
<b>Total 5250 · Conference Expenses</b>	<b>1,969.60</b>
5300 · Printing	950.00
5350 · Telecommunication Costs	
5352 · Web Hosting	360.00
5350 · Telecommunication Costs - Other	1,264.80
	1,624.80
<b>Total 5350 · Telecommunication Costs</b>	<b>1,624.80</b>
5400 · Postage & Shipping	3,622.32
5450 · Affiliations & Memberships	2,463.00
5500 · Staff	
5502 · Staff Travel	2,415.18
5503 · Staff Hotel	536.97
5504 · Staff Meals	237.16
	3,189.31
<b>Total 5500 · Staff</b>	<b>3,189.31</b>
5600 · Volunteers	
5602 · Volunteer Travel	17,491.22
5603 · Volunteer Hotel	9,011.46
5604 · Volunteer Meals	5,492.86
5605 · Volunteer Awards	128.60
5606 · Board Meeting Rooms and AV	732.00
	32,856.14
<b>Total 5600 · Volunteers</b>	<b>32,856.14</b>
5650 · Website Development	8,484.00
5800 · Exams	
5802 · SAE Exam Costs	5,434.00

4:45 PM  
01/24/19  
Cash Basis

**National Asthma Educator Certification Board**  
**Profit & Loss**  
January through December 2018

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	<u>Jan - Dec 18</u>
5803 · Contract Test Development	78,710.00
5805 · Exam fees	49,537.00
5806 · Exam Credit Card Processing Fee	<u>4,644.07</u>
<b>Total 5800 · Exams</b>	138,325.07
5950 · Research grants	
5902 · Foundation grant	<u>1,940.00</u>
<b>Total 5950 · Research grants</b>	<u>1,940.00</u>
<b>Total Expense</b>	<u>262,313.79</u>
<b>Net Ordinary Income</b>	<u>-7,265.82</u>
<b>Net Income</b>	<u><u>-7,265.82</u></u>