



# 2019 Annual Report: National Asthma Education Certification Board (NAECB)

---

Timothy R. Hudd, BS, Pharm.D., R.Ph., AE-C

---

## **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.

## **2019 BOARD OF DIRECTORS**

***Kimberly Byrne, DNP, CPNP-PC, AE-C, (2015-2020) Secretary***  
Phoenix, AZ

***Rebi Connors, MPH, CHES, AE-C (2019-2021)***  
Brooklyn, NY.

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

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

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

***Lelia Gessner, BA, AE-C (2019-2021)***  
Iowa City, IA.

***Kristin Homze, RN, MSN, APRN, FNP-BC, AE-C (2016-2021)***  
Hogan Regional Center  
Danvers, MA

***Timothy R. Hudd, BS, Pharm.D. R.Ph. AE-C (2012-2021) Chair***  
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 (2016-2021)***  
Oregon City, OR

***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

**Janay Perkins, RRT-NPS, AE-C (2019-2021)**

Woodville, MS

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

KXLY TV

Spokane, WA

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

Mobile, AL

**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, NE

**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

### Administrative

- Upgraded administrative Laptop and Computer
- Upgraded Constant Contact Survey function
- Renewed AE-C and NAECB trademarks
- Updated Board book and website - added "AE-C Published Research" Tab on website
- Added facebook, instagram, twitter, LinkedIn to the NAECB website
- Submitted NCCA application 4/30/19; Rejected – plans to resubmit Jan 2020
- Conducted Elections to fill vacant positions for upcoming 2020-2022 term
- Updated the SAE and scheduled an item writing course
- Developed a confidentiality agreement for Examination Committee
- Approved a change in AE-C Certification Expiration – reduced from 7 years to 5 years to ensure certificants are current with rapidly evolving guidelines and newly approved medications.
- Completed a Financial audit in June 2019 - completed by Jody Broekhuizen from DeLong & Brower
- Surveyed AE-C Certificants to learn more about reasons for certification and to solicit feedback on website.

### Amended bylaws

- Amendment 1 clarified Behavioral Scientist is and that we do have to have a least one on the Board.
- Amendment 2 clarified process for soliciting
- Amendment 3 clarified voting Board of Director members are non-expired AE-C members.
- Amendment 4 clarified process for making changes to the exam, policies, rules, regulations and requirements.
- Amendment 5 clarified meeting activities
- Amendment 6 clarified the timing of the Nominating Committee, which happens in April.
- Amendment 8 election timing
- Amendment 9 clarified notifying nominees

### Approved 2020 budget – reduced expenditures

- Closed out 2 research projects and reduced stipends after consulting with researchers by approximately \$10,000
- Updated travel policy & updated the financial transaction policy
- Re-negotiated contract with PSI, which included no increase in fees. Board savings = 2% and \$10,000 over the next 5 years.

### Awarded 4 Scholarship winners May 2019

### Professional Meetings and Conferences Attended

- 2019 Association of Asthma Educators (AAE) Annual Conference 6/9/19 Buffalo, NY
- Sent 2 Board Members to a Viability Study hosted by the National Board for Respiratory Care (NBRC) 9/27/19 Kansas – travel paid by NBRC
- Arizona Asthma Coalition Conference 10/12/19
- PCH Asthma Workshop on 8/24/19

## 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, 2019

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)

Rebi Connors, MPH, CHES, AE-C (2019-2021)

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

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

Lelia Gessner, BA, AE-C (2019-2021)  
Kristin Homze, RN, MSN, APRN, FNP-BC, AE-C, (2016-2021)  
Timothy R. Hudd, BS, Pharm.D., R.Ph., AE-C (2012-2021) Chair  
Rory Johnson, Pharm. D., R.Ph., AE-C, (2014-2019) Vice-Chair  
Tami Kochan, RN, MSN, CPNP, AE-C, (2016-2021) Co-Vice-Chair  
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)  
Janay Perkins, RRT-NPS, AE-C (2019-2021)  
Mark Peterson (2017-2019) Public Member  
William Pruitt, RRT, CPFT, FAARC, AE-C (2018-2020)  
Constance Saunders, RN, MN, CCM, AE-C (2017-2019)  
Allan Wachter, MD, FAAAAI, FACAAI, FCCP (2017-2019)

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

**Vice President:** Rory Johnson, Pharm. D., R.Ph., AE-C, (2014-2019) Vice Chair  
Tami Kochan, RN, MSN, CPNP, AE-C, (2016-2021) Co-Vice-Chair

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

**Treasurer:** Kristin Homze, RN, MSN, APRN, FNP-BC, AE-C, (2019-2021)

\*\*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."



x \_\_\_\_\_



**Testing Results for 2019**

		PASSED			FAILED			ABSENT	
	Total	First	Repeat	Recred	First	Repeat	Recred	First	Repeat
	Tested	Time			Time			Time	
January	43	25	2	1	11	4	0	1	1
February	41	20	3	2	12	4	0	3	0
March	42	18	2	1	14	7	0	2	1
April	30	15	1	2	10	2	0	2	0
May	26	17	1	0	5	3	0	1	0
June	38	17	3	1	11	6	0	3	1
July	28	15	4	0	5	4	0	3	3
August	33	17	3	1	9	3	0	0	1
September	30	6	4	1	14	5	0	0	0
October	21	10	1	1	4	5	0	0	0
November	17	7	2	1	5	2	0	1	0
December	30	13	3	0	8	6	0	1	0
<b>2019 total</b>	<b>379</b>	<b>180</b>	<b>29</b>	<b>11</b>	<b>108</b>	<b>51</b>	<b>0</b>	<b>17</b>	<b>7</b>

**Pass rate of 62.5% 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 an 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 peer's certification in conjunctions with Board participation.

4:53 PM

01/16/20

Cash Basis

**National Asthma Educator Certification Board**  
**Profit & Loss**  
January through December 2019

	<u>Jan - Dec 19</u>
Ordinary Income/Expense	
Income	
4005 · Refunds	93.96
4010 · Donations	
4012 · Board donations - In-kind	145.74
Total 4010 · Donations	<u>145.74</u>
4060 · Testing fees	114,332.00
4065 · SAE Testing Fees	23,025.00
4070 · Extension Certificates	133.32
4080 · AE-C Pin	161.51
4090 · Recertifications	84,031.22
4200 · Interest	
4201 · Bank Interest	2.16
4200 · Interest - Other	97.58
Total 4200 · Interest	<u>99.74</u>
Total Income	<u>222,022.49</u>
Expense	
5000 · Bank Fees	639.54
5100 · Professional Fees	
5101 · Accounting Fees	4,750.00
5103 · Legal Fees	1,253.00
5104 · Marketing	3,942.70
5106 · Administrative Support	50,400.00
Total 5100 · Professional Fees	<u>60,345.70</u>
5150 · Board Insurance	5,336.20
5200 · Office Supplies	3,532.26
5250 · Conference Expenses	
5252 · Exhibit space / booth rental	775.00
5254 · Volunteer travel expenses	862.37
Total 5250 · Conference Expenses	<u>1,637.37</u>
5300 · Printing	1,680.80
5350 · Telecommunication Costs	
5352 · Web Hosting	0.00
5350 · Telecommunication Costs - Other	1,310.45
Total 5350 · Telecommunication Costs	<u>1,310.45</u>
5400 · Postage & Shipping	3,592.73
5450 · Affiliations & Memberships	3,561.00
5600 · Volunteers	
5602 · Volunteer Travel	16,904.93
5603 · Volunteer Hotel	17,905.98
5604 · Volunteer Meals	4,482.36
5605 · Volunteer Awards	272.63
5606 · Board Meeting Rooms and AV	979.31
Total 5600 · Volunteers	<u>40,545.21</u>
5650 · Website Development	1,080.00
5800 · Exams	
5802 · SAE Exam Costs	4,313.00
5803 · Contract Test Development	79,560.00
5805 · Exam fees	30,364.00
5806 · Exam Credit Card Processing Fee	3,631.63
Total 5800 · Exams	<u>117,868.63</u>
5850 · Gifts	62.98

4:53 PM  
01/16/20  
Cash Basis

**National Asthma Educator Certification Board**  
**Profit & Loss**  
January through December 2019

---

	<u>Jan - Dec 19</u>
5950 · Research grants	
5902 · Foundation grant	2,064.61
Total 5950 · Research grants	<u>2,064.61</u>
Total Expense	<u>243,257.48</u>
Net Ordinary Income	<u>-21,234.99</u>
Net Income	<u><u>-21,234.99</u></u>