Category A Requirement for CTR Continuing Education

WHAT: CTR credentialed individuals are required to comply with a new continuing education standard as set forth by NCRA's Council on Certification. At least four (4) of the required 20 CE hours must fall within "**Category A**" which covers the specific topic(s) of: directly assigned stage, extent of disease, and/or site specific coding principles.

WHO/WHEN: All current CTRs will be required to comply with this mandatory CE policy. The **Category A** requirement went into effect January 2017.

HOW: The **Category A** CE's are to satisfy at least 4 of a CTR's 20 CE minimum. CTRs that completed **Category A** CE's in 2016 will be allowed to use those CE's to fulfill the requirement. You are encouraged to tailor your CE's to the role you perform in your daily work. **Category A** CE's are to be submitted along with other completed CEs during the CE Cycle.

A CTR may complete training(s) from any provider(s) on **Category A** topics to attain required CE content. To qualify for CE's, content must improve or expand the existing base of knowledge or skills of the CTR.

Examples of typical activities for Category A credit
- **Directly assigned stage**

    SEER Summary Stage
    Activities under this topic may include instructions that define directly assigned SEER Summary Stage, including guidelines and code structure (e.g. in situ, localized, regional by direct extension, regional lymph nodes, regional by direct extension and regional lymph nodes, regional NOS, and distant).

    SEER Extent of Disease
    Activities under this topic may include education that defines SEER Extent of Disease (EOD) Data Collection and instructions and methods for the different data elements for this system.

    AJCC Clinical, Pathological, and Post-therapy or Post Neoadjuvant Therapy Staging
    Activities under this topic would define the TNM categories and stage group requirements for clinical, pathological, and post-treatment staging, anatomy (e.g. prostate), regional lymph nodes, metastatic sites and prognostic factors/indicators (e.g. Gleason score, Prostate-specific antigen).

- **Site specific coding**

    Activities under this topic may include training relevant to coding data items specific to primary site, such as Site Specific Data Items (previously Site Specific Factors).

National Cancer Registrars Association
Council on Certification

Category A FAQs

Q1: Which CE Cycle does the new Category A requirement take effect?

A1: Starting with the CE Cycle ending 12/31/17. CE's completed in 2016 covering Category A - directly assigned stage and/or site specific coding principles - will be accepted.

Q2. Why was this specific-topic CE requirement initiated?

A2: The goal of this continuing education requirement is to ensure CTRs are staying current on these ever-changing topic areas.

Q3: Do NAACCR recorded webinars fall under the Category A requirement?

A3: Yes. NAACCR site-specific Webinars would meet Category A requirements. Consider connecting with your state association for access to NAACCR webinar(s).

CTR's are responsible to properly credit attended sessions per the actual amount of time elapse, so a 2 hours:25 minute session accounts as a 2:15 session = 2.25 CE credits, ***NOT*** 2.5 CEs. In calculating CEs, credit will be awarded to the completed quarter-hour. After the first 30 minutes, CTRs may claim quarter-hour (15 minutes) increments for CEs. **EXAMPLE: 45 minutes = 0.75 CEs; 1 hour: 15 minutes = 1.25 CEs**

Q4: Will there be any additional CTR maintenance costs to submit the required Category A CE's?

A4: No. The annual fee for CTR Maintenance remains at $25 (member-rate).

Q5: How will CTRs know if a program offered/offers Category A CEs for NCRA-approved programs?
A5: Starting in 2017, NCRA's Program Recognition Committee provides Category A specific hours to program hosts. Category A credits on NCRA-approved program agendas will also be listed separately on the spreadsheet. There is no plan to go back to 2016 NCRA-approved programs to break out their Category A credits. CTRs would be responsible for determining the CE hours from any 2016 events that qualify for Category A.

Q6: I am a CTR, but I do not abstract anymore in my primary job. Do I still need to comply with this Category A requirement?

A6: Yes. It's vital to stay abreast of these ever-changing topics. Moreover, CTRs should stay current on these topics if/when they may leave their current employment situation.

Q7: How will CTRs submit their Category A CE's?
QA: CTRs will be required to separately submit the Category A trainings when they submit CEs for their CE Cycle. As always, retain attendance documentation in case your CE's are audited.

Q8: Would a continuing education program covering review of current AJCC staging for lung cancer and site specific prognostic indicators which is held on site for physicians and allied health professionals satisfy this requirement?
A8: Yes.

Q9: Would completing exercises on AJCC and SEER Educate count towards the Category A CE requirement?
A9: Yes. As always, retain completion documentation in case your CE's are audited.

Q10: For a 60-minute site-specific training on lung, how many Category A CE's would be available?
A10: One (1) Category A CE. If it's a site-specific training, then the entire training event would be accepted as Category A. It is your responsibility to properly document training(s) attended per the actual amount of time elapse. Programs that are not CE-eligible would not be eligible for Category A.

Q11: Would AJCC TNM webinars be acceptable for Category A CE's?
A11: Yes. Print the page for when you enroll as documentation of attendance.

Q12: Will Extent of Disease topics be acceptable for Category A CE's?
A12: Yes. Beginning with diagnosis year 2018, SEER registries will be required to collect SEER Extent of Disease (EOD) 2018, therefore trainings focusing on EOD 2018 will meet the requirement for Category A.