Inactive or Retired Status [1]
For Certified in Care Coordination and Transition Management (CCCTM) nurses, we offer alternative options for CCCTMs instead of recertifying when the certification expires.

Inactive Status
Have you had a "life happens" situation that prevented you from meeting the necessary requirements to recertify?
CCCTM nurses unable to meet the eligibility for recertification may apply for Inactive Status.

Inactive Status lasts for three years during which the certificant may not use the CCCTM credential. A CCCTM nurse may apply for Inactive status one time only in their career.

During or at the end of the three-year Inactive Status, the nurse may reinstate the certification by applying for recertification by continuing education or by exam. The practice hours and contact hours must be within the immediately preceding years. If approved, the new certification period will be effective for five years from time of reactivation.

Retired Status
CCCTMs who have retired within the current certification period but wish to stay connected with other CCCTMs may apply for Retired Status.

CCCTM Retired designation is renewable every five years.

The retired nurse may use “CCCTM Retired” on a resume or below their name and credential on a business card, but NOT after your signature (e.g. patient chart, name badge).

If a CCCTM Retired nurse re-enters the nursing workforce within three years of the status, the nurse may regain the CCCTM credential via continuing education. If the CCCTM-Retired reenters the nursing workforce after three years of the status, the nurse must regain CCCTM by examination.
Applying for Inactive or Retired Status

To apply for Inactive or Retired Status, the recertification application, along with a letter of explanation for requesting the status, must be submitted to MSNCB. The request must be received by mail no later than 90 days prior to certification expiration. If granted, the Inactive or Retired Status begins the day after CCCTM certification expires.

Email msncb@msncb.org to request an application.

Fees

**Inactive Status**
- $165 Regular
- $105 AMSN / AAACN Member

**Retired Status**
- $100 Regular
- $75 AMSN / AAACN Member

*Membership must be current through at the time of application to receive the member rate.

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Affiliate Organizations

- Academy of Medical-Surgical Nurses (AMSN)
- American Academy of Ambulatory Care Nursing (AAACN)

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Links
[4] mailto:msncb@msncb.org