



## ACCREDITED APPROVER UNIT

### Policy Manual

### Types of Individual Activities

#### Types of activities

**Provider-directed, provider-paced:** Activities that are controlled by the provider and in which the provider determines the learning outcome, selects content, and chooses strategies to facilitate learning and evaluation. Examples include live activities and live webinars.

**Provider-directed, learner-paced:** Activities where the provider determines the learning outcome, selects content, and chooses strategies to facilitate learning and evaluation. The learners determine the pace at which they engage in the learning activity. Examples include print articles, online courses, e-books, and self-learning modules.

**Learner-directed, learner-paced: please note: the ANA MA approved Unit does not approve this type of activities at this time.** With guidance from an NP, an individual learner identifies their own learning needs, formulates outcomes, identifies resources, and chooses strategies to facilitate learning and evaluation. The learner also determines the pace in which they complete the educational activity. Example includes learners designing, implementing, and evaluating their own educational activity in collaboration with the NP.

**Live:** Live activities can be in person or web-based and have no expiration date. The provider is expected to periodically evaluate repeated live activities to determine if the practice gap still exists and ensure the underlying educational need remains applicable to the target audience. Content should be evaluated regularly to ensure it is the most current evidence. Live activities may be repurposed into enduring activities. If they are repurposed, they will need to have an expiration date. The NP will also need to consider learner engagement and evaluation strategies that might be different with the transition from live to enduring formats.

#### **Enduring:**

Enduring material is provider-directed and learner-paced. Enduring materials should have an expiration date based on the content of the material. Providers must review content of an enduring material at least every three years or more frequently if there are new developments in the content field.

**Blended:** Blended activities involve a “live” component in combination with a provider-directed, learner-paced component. The learner-paced component can be an integral part of the blended activity or can exist on its own as enduring material.

Example A: An article on a particular skill is available to learners as enduring material. They can access the content at any time, independent of any other learning experience. However, for those who are required to demonstrate skill performance as part of a competency assessment, the article must be read prior to the learner arriving to perform a skills demonstration. Learners can earn contact hours for either the enduring material completion or the skills performance, or both.

Example B: An article is provided for learners to read in preparation for a journal club meeting. The article is only available as a pre-read for those participating in the journal club and is not available as enduring material after the journal club meeting. Learners earn contact hours for reading the article and participating in the discussion.

**Consideration for live and Enduring formats:**

Live educational activities, whether in-person or web-based are provider-directed, provider-paced activities. There is no expiration date for a live activity: (however, it must be provided during the Approval Period of the Provider Unit or the Individual Activity approval period). The provider is expected to evaluate repeated activities as needed to determine that the practice gap still exists, that the underlying educational needs are still relevant for the target audience, and that content is still based on current evidence.

Live activities, or portions of live activities, may be repurposed for enduring materials. If repurposed, an expiration date is assigned to the enduring activity.

Enduring activities are provider-directed, learner-paced activities. Enduring materials have an expiration date after which no contact hours may be awarded. The expiration date of enduring materials should be based on the content of the material. Providers must review content of enduring materials at least every three years or more frequently if indicated by new developments in the field specific to the enduring material. Review of enduring material content should be conducted for

- Accuracy of content
- Current application to practice, and
- Evidence-based practice

**Revised 1/2022 JG**

**Reference: Writing to the ANCC NCPD Accreditation Criteria for Approved Providers page 13**

Reference:

2015 ANCC Primary Accreditation Approver Application Manual, page 80

Reviewed 4/18/2017 JG/SR  
Revised 4/2016; 8/2017 JG