



2024-2026 APHON Chemotherapy and Biotherapy Renewal Exam Participant Guide

2024-2026 Provider Renewal Exam Overview

The Renewal Exam is a 90-minute, open-note, online assessment comprising 25 questions, and it is accessible at any point during the renewal season. Participants are granted two attempts to successfully pass the exam, thereby renewing their status for a two-year duration. In the event that a participant is unable to pass the exam after two attempts, it will be necessary for them to retake the initial 2-day provider course to reinstate their status.

The 2024 Chemotherapy-Biotherapy Renewal exam will open on October 1, 2024.

The last day to complete the renewal exam is December 16, 2024.

Note: Staff support will not be available to provide assistance with technical issues on weekend days. We strongly encourage all providers to initiate the renewal process during normal business hours when staff will be available to provide support.

You will not be permitted to take the exam after 11:59pm US Eastern Time (UTC -5 hours) on December 16, 2024, regardless if payment was submitted. Refunds will not be given. Additionally, no refunds will be given for failure to complete the exam by December 16, 2024 or failure to achieve a passing score on the exam.

Pricing

Membership Type	October Cost	November through December Cost
Non-APHON Member	\$95	\$115
APHON Member	\$70	\$95



Resources

To prepare for your exam, please review the [2024-2026 Updated Information Packet](#) which contains new content not included in your initial Provider Course. Questions on the Renewal Exam will be pulled from both your [Curriculum Book](#) and the [Review Packet](#).

***Note:** Staff support will not be available to provide assistance with technical issues on weekends or after core business hours. We strongly encourage all providers to initiate the renewal process during normal business hours when staff will be available to provide support.*

APHON Core Business Hours

Monday through Friday9:30 am ET through 5:00 pm ET

*You will not be permitted to take the exam after 11:59pm US Eastern Time (UTC -5 hours) on December 16, 2024, regardless if payment was submitted. **Refunds will not be given.** Additionally, no refunds will be given for failure to complete the exam by December 16, 2024, or failure to achieve a passing score on the exam.*

Exams purchased, but not completed by December 16th will be deactivated and provider status will be flagged as expired. We do not accept exam extension requests. Only FMLA or military deployment situations that occur during the renewal period are considered.




How to Access Your Provider Card and Completion Certificate

Once completing the renewal exam and you are looking for your provider card, follow these simple steps:

How to access the card:

1. Go to: aphon.org
2. Log in to your account.
 1. On the top navigation bar, either click 'My APHON' or "My Cards" in the drop-down menu
 2. Your updated chemo/bio card will load

How to access your Renewal NCPD certificate.

1. Logging into your provider associated account.
 1. Hovering over My APHON
 2. Then hover over ACE Center
 1. Click on "Transcript"
 2. You can produce a copy of your CNE certificate by clicking on the ribbon icon  next to your renewal.

You must be logged in your provider associated APHON account to access the renewal product. If you haven't logged in since June 1, 2023, please select the "Sign In" button and select "Forgot Password" to reset your password and reactivate your account. If you have forgotten your login information or need assistance, please contact us at education@aphon.org



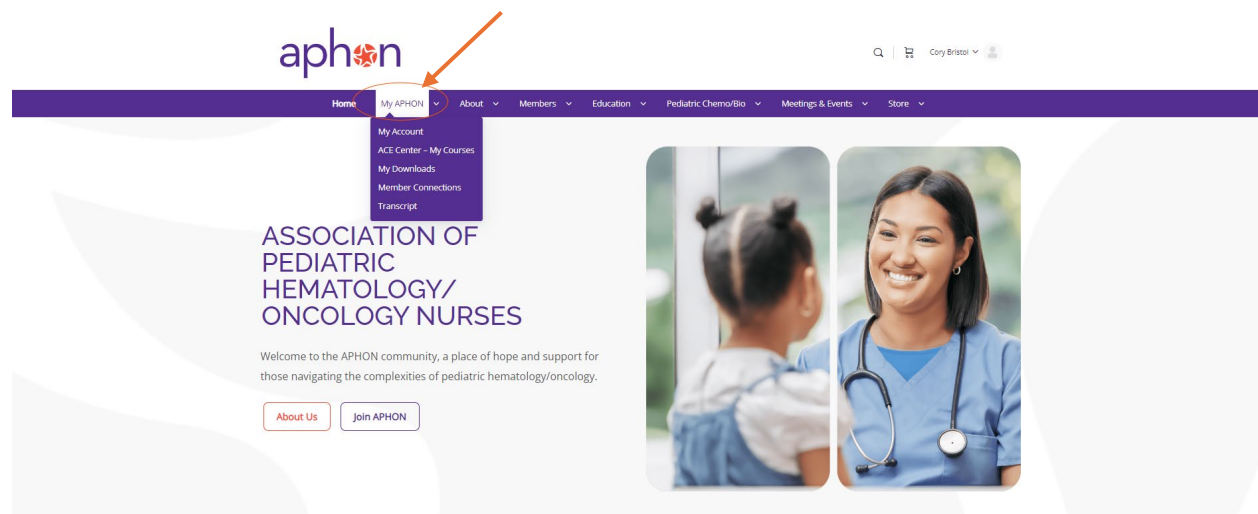
Purchasing the Exam

****IMPORTANT****

You must be logged into the APHON account associated with your Provider Status to access the Renewal Exam. If you do not know your login credentials, do **not** create a new account, as it will not be linked to your Provider Status, and we will be unable to transfer your previous account details. For assistance, please contact the Education Team at education@aphon.org.

After logging into your Provider Status associated APHON account, click on "My APHON" on the navigation bar.

NOTE: This is both a drop-down menu and a clickable button. You need to **click** on My APHON.



Within "My APHON," you can access your APHON membership card (if you are a member), your Provider Card, and, for active Chemo/Bio Instructors, your Instructor Card and Dashboard.

My APHON

Welcome Cory!

Your APHON membership is currently active. Thanks for being a member!

Your Membership Card:



[Print Member Card](#)

Your Provider Card:



[Print Provider Card](#)

[Read Welcome Letter](#)

Provider Renewal Now Open



Instructions: Please click button above to purchase and unlock the renewal product.

Scroll to the bottom of the page and click the yellow "Purchase Renewal Exam" button.

If you do not see the button but your Provider Card shows an expiration date of 12/31/24, please contact the Education Team immediately at education@aphon.org. Include your name, the email associated with your Provider Status, and a detailed description of the issue.

If your Provider Card does not show a 12/31/24 expiration and you believe this is an error, please also reach out for assistance.

Only providers with an expiration date of 12/31/24 are eligible to purchase the exam.



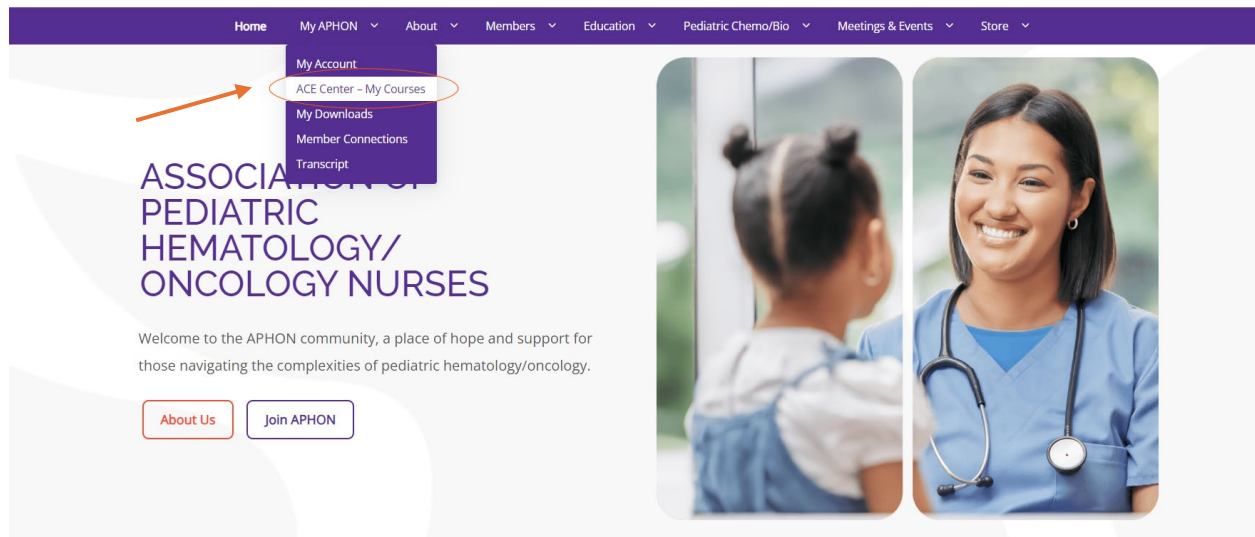
After clicking the yellow button in "My APHON," you will be directed to the Renewal Exam product page, where you can add the exam to your cart and complete your purchase.

Please note our [Refund Policy](#) prior to finalizing your purchase:

"APHON does not offer refunds, exchanges or credits for any reason, including, but not limited to change of mind, dissatisfaction with content or purchasing error."

Taking the Exam

After purchase, your 2024 Provider Renewal Exam is accessible through your ACE Center under “My Courses.”



After locating your Renewal Exam, click “Start Course” to activate and begin.

Once you start the exam, the timer will begin, and your first attempt will be counted. You will not be able to review the questions before starting, and once the exam begins, APHON cannot reset the timer. Therefore, please ensure you are fully prepared to start and have set aside the 90 minutes needed to complete the exam.

You must use a PC rather than a tablet or phone, as the exam is not optimized for mobile devices.

You will have two attempts to achieve a passing score of 80% (20 out of 25 correct answers).

****IMPORTANT****

Do NOT refresh your browser while taking your exam and avoid leaving the exam page. You will lose all progress, and your test timer will continue. APHON staff will not reset your timer.

During the exam, you can mark questions for "review," which will highlight them in orange until you lock in your answer by clicking "Next." Questions that have been locked will appear green.

All questions must be highlighted in green before you can complete the exam on question 25.

The screenshot shows the exam interface for the 2024 APHON Provider Renewal Exam. On the left is a sidebar with a 'Back to Course' button and a list of exam sections. The main area displays the exam title, a breadcrumb trail, a progress bar for '0% Complete', and a 'Time limit: 01:21:02'. Below the timer is a grid of 25 question circles. Circles 1 through 12 are green, circle 13 is orange, and circles 14 through 25 are grey. A legend below the grid identifies 'Current' (blue), 'Review' (orange), and 'Answered' (green). A yellow 'Review Question' button is at the bottom, with an orange arrow pointing to it from the right.

After selecting a question for review, its question number will display an orange dot instead of a green one. To move to the next question, click on the corresponding question circle with your cursor.

This screenshot shows the exam interface after question 19 has been selected for review. The sidebar and breadcrumb trail are the same. The progress bar now shows '0% Complete'. The 'Time limit' is '01:13:34'. In the question grid, circle 19 is orange, circle 25 is blue, and circles 13 and 15 are orange. The legend and 'Review Question' button are also present.

If you have multiple questions marked for review, their circles will turn orange, while finalized answers will display with a green dot. You can navigate back to the reviewed questions with your cursor to submit a final answer.

When all questions are marked as green, or have been finalized, you can then complete your exam after question 25.

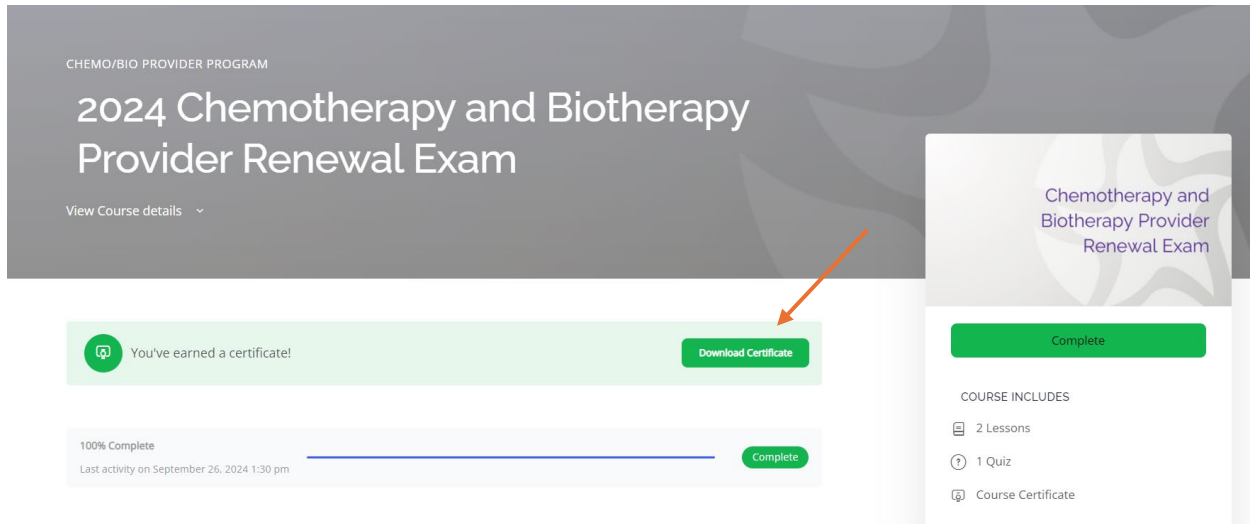
The screenshot shows the exam interface. On the left is a sidebar with a 'Back to Course' link and the exam title '2024 Chemotherapy and Biotherapy Provider Renewal Exam'. The main area displays the exam title, a breadcrumb trail, a 'Time limit: 01:08:23' progress bar, and a grid of 25 question indicators. Questions 1-24 are marked with green dots, and question 25 is highlighted with a blue circle. A legend below the grid identifies 'Current' (blue), 'Review' (orange), and 'Answered' (green). A yellow 'Review Question' button is located below the legend.

After completing the exam, your score will be reviewed immediately, and you will know whether you have passed or failed. If you achieve a passing score of 80%, **click the blue "Click Here to Continue" button to complete the mandatory exam evaluation.**

Failure to complete the evaluation will prevent you from finalizing your renewal and accessing your updated Provider Card.

The screenshot shows the results screen. The sidebar on the left is identical to the previous screenshot. The main area displays the exam title, a breadcrumb trail, the title 'Results', and the text '25 of 25 Questions answered correctly'. Below this, it shows 'YOUR TIME: 00:42:40'. A large grey box contains the message 'You have reached 25 of 25 point(s), (100%)'. At the bottom, there are two buttons: a yellow 'Restart Quiz' button and a blue 'Click Here to Continue' button. An orange arrow points to the 'Click Here to Continue' button.

Upon completion and passing of your Renewal Exam and evaluation, you can download a copy of your completion certificate on the course page.



CHEMO/BIO PROVIDER PROGRAM

2024 Chemotherapy and Biotherapy Provider Renewal Exam

View Course details ▾

You've earned a certificate! [Download Certificate](#)

100% Complete
Last activity on September 26, 2024 1:30 pm [Complete](#)

Chemotherapy and Biotherapy Provider Renewal Exam

[Complete](#)



COURSE INCLUDES

- 2 Lessons
- 1 Quiz
- Course Certificate

You can also access a copy of your completion certificate from your Transcript under your My APHON. You just need to use the My APHON drop down menu on the navigation bar and click "Transcript." You can then click the ribbon icon next to your Renewal Exam to generate a copy.

Student Transcript
September 26, 2024

Student Name	Cory Bristol			
Organization	APHON			
Status	2 / 2 courses completed			

Course	Status	Steps	CNEs	Certificate
Fall 2024 Chemotherapy Biotherapy Instructor Course	Completed on September 6, 2024	1 / 1	6.5	
2024 Chemotherapy and Biotherapy Provider Renewal Exam	Completed on September 26, 2024	2 / 2	2	
			8.5	

If you have any questions or concerns, please contact the APHON Education Team at education@aphon.org with your name, the email associated with your provider account, and a detailed description of your concern.



Program Description

The APHON Pediatric Chemotherapy-Biotherapy Provider Renewal Program provides ongoing education for current APHON Chemotherapy and Biotherapy Providers as they gain specific knowledge, according to national standards, that is needed to safely and consistently administer chemotherapy and biotherapy to children and adolescents.

Upon review of the Renewal Packet content and successful completion of a 25-question exam, participants will have their APHON Pediatric Chemotherapy-Biotherapy Provider status renewed for an additional two-year period.

Renewal Program Disclaimer

APHON will provide 2 contact hours for successful completion of the Pediatric Chemotherapy-Biotherapy Provider Renewal. Successful completion includes activating the Renewal Program link, access and reviewing Renewal Packet content, completing a 25-question Renewal Exam with a score of 80% or higher, and completing an online program evaluation.

Association for Pediatric Hematology Oncology Nurses is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation. Provider approved by the California Board of Registered Nursing, Provider Number 14513.

None of the planners for this activity have relevant financials relationship(s) to disclose with ineligible companies.