



Dear [Supervisor Name],

I am choosing to renew my certification to promote my skills and knowledgebase in vascular access care. I believe that the Vascular Access Certification Corporation's (VACC) Vascular Access Board Certification™ (VA-BC™) exam would promote my professional growth and also give [institution name] a competitive edge in safe patient care.

The VA-BC™ credential is an accredited certification by the National Commission for Certifying Agencies. The exam is the standardized measure of the basic knowledge, skills and abilities expected of professionals working in vascular access. It is multidisciplinary in scope and includes the broad range of health care professionals and clinicians actively engaged in the practice of vascular access, which includes (but is not limited to) MDs, PAs, NPs, RNs, LPN/LVNs, RTs, Infection Control, Educators, and EMS professionals.

Recertification can be done in two ways, either by taking the VA-BC™ exam again or by submitting at least 30 Continuing Education (CE) credits accrued over my three-year recertification period. The CE credits encompass a wide spectrum of activities that VACC believes reflect continual learning opportunities. These opportunities not only lead to enhanced knowledge for the certified vascular access professional but ultimately, to quality patient care. Opportunities include presentations, attendance at conferences, online/in-person courses, and more.

I am choosing to recertify by [CE or exam]. The cost to recertify is [see [Dates and Fees](#) page to determine your CE price. See [Certification Dates and Fees](#) page to determine your exam price]. Once I pass, I will retain the internationally recognized VA-BC™ credential for 3 years, at which point I will qualify for recertification once again.

Over 4,000 vascular access specialists hold the VA-BC™ credential. This designation shows my dedication to vascular access and also gives the patients that we care for each day a sense of trust and confidence in their caregiver's abilities.

I believe I can maintain my certification to promote [institution name] as an institution that not only cares for its patients' safety but also its employees' continual learning. I hope that you will consider supporting me financially for vascular access recertification. Thank you for your time.

Sincerely,

[Your Name]