

NATIONAL COLLEGE OF MIDWIFERY

Frequently Asked Questions

GENERAL QUESTIONS

Q: Which program should I apply for?

The ASM program is NCM's core midwifery program, preparing students for CPM certification and licensure (if applicable). If an applicant is not already a certified or licensed midwife, then the [ASM program](#) must be completed before any other program. Even if you have a bachelor's or master's degree in a different area of study, you will start in the ASM program for your midwifery education.

The [BSM program](#) is for certified/licensed midwives seeking to complete a bachelor of science degree in midwifery in a program which is self-paced, flexible, and apprenticeship-based with a focus on community leadership, evidence-based practice and policy development.

Q: Where will I find a Preceptor?

Students are required to find their own preceptor(s). Students can begin by looking in their local phone books or may want to check out the list of licensed midwives on the MANA website. The National College of Midwifery recognizes the following categories of practitioners as acceptable preceptors for training midwives:

1. Licensed Midwives
2. Midwives holding College-accepted certification by their State midwifery organization
3. Certified Nurse Midwives
4. Physician Assistant Midwives
5. Licensed Physicians practicing Obstetrics.

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Preceptor Qualifications: The preceptor must hold at least the academic credential sought by the midwifery student. College policy is to recognize the CPM credential or local state midwifery licensing as equivalent to the ASM degree. Midwives practicing in states where licensure is required must provide a copy of current license in order to be approved. Approved preceptors must maintain their license/certification as required by their state, unencumbered by holds/investigations/disciplinary action of any kind during active instruction and supervision of their NCM student(s). All ASM and BSM Preceptors must have at least two years experience post licensure/certification in full scope midwifery practice.

You can see about possible listings near you on our [bulletin board](#) or on our [Preceptor Opt-In](#) list.

Q: What happens if I stop working with my NCM preceptor, either by my choice or by theirs?

When a student dissolves a contract with a preceptor, the student is still enrolled as a student at NCM and may continue their studies with another preceptor/s with a different contract/s. The student must submit a [Termination of Student/Preceptor Contract](#) to the NCM office to officially terminate the relationship.

Q: Is NCM a Distance Education Program?

Yes! Beginning in 2021, NCM students will complete their academic requirements through NCM's distance education program.

Q: Do I need to have an email address?

Much of your communication with the College will be through email. The College sends out regular updates via the *edu* email address we provide you. You will use the same *edu* account to sign into our online learning platforms *Canvas* and *Classe365*.

Q: Does enrollment by itself guarantee the issuing of a degree?

No, The Associate of Science in Midwifery Degree will be awarded only when all of the following are completed and documentation of all is on file at the College administration headquarters:

- When skills, clinical and academic course requirements are successfully completed; -
- When outside examination is successfully completed;

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- When the student has paid all college fees in full

Q: What is the difference between an "Associate of Science in Midwifery Degree" and a "Certificate in Midwifery?"

The ASM Degree is granted when the student completes all NCM requirements and passes an outside licensing exam (such as a state or national licensing exam, the ACNM exam or the NARM exam). If a student chooses not to take an exam, after completion of the coursework, the National College of Midwifery will issue a Certificate in Midwifery.

Q. Where can I find descriptions of the curriculum?

Individual course descriptions and syllabi can be viewed via our [online resource platform](#) and you can see the entire curriculum as an observer prior to enrollment for \$80/year “Try it Before you Buy It”

Q. If the College is unable to contact me, or if I do not submit completed work for a period of nine consecutive months, without prior arrangement, will I will be withdrawn?

Yes, students and preceptors are required to send in trimesterly evaluations and work completed. Students must notify the college of time they intend to take off from study, and keep updated contact information on file with the College.

Q. What is Satisfactory Academic or Clinical Progress?

Student progress must demonstrate that they will be able to complete their programs within the allotted timeframe (see trimesterly reporting requirements). Students who have not completed their program within 3 years, must submit a plan for completion to NCM demonstrating how they will complete the remaining program requirements within the remaining time. Students who have not submitted any work for nine consecutive months may be withdrawn from the program (see withdrawal policy).

Q. What happens if I am enrolled beyond 3 years?

Students continuing beyond 3 years have to pay annual accreditation fees and follow a plan of completion.

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Q. What is a "Plan of Completion"?

Prior to enrolling in an NCM program, each student should work with their preceptor to make a plan of what academic courses and the number of births they will complete each trimester in order to complete the program in the desired amount of time.

Q. Who is responsible for organizing and directing a student's studies and all attendant NCM paperwork?

The student.

Q. What should I do in the case of any conflict or dispute with my preceptor?

Counseling and/or mediation services are available through the College contact President.

Q. Can I get Transfer Credit for the required courses I have completed at other universities or colleges?

Yes, for more information contact our Registrar.

Q. What is the maximum amount of time I can take to complete the ASM or BSM program?

5 years

Q. Can I add/change preceptors during enrollment?

Yes, please ensure that the new preceptor submits a preceptor application to NCM (if they don't have one on file with NCM already), and submit a contract with the preceptor. NCM will notify you of approval to work together prior to beginning work together. If you terminate contract with a preceptor during your enrollment you must submit a Termination of Student/Preceptor Contract form to NCM.

Q. How do I keep records of clinical experiences?

Students must record my clinical experiences on the NCM clinical record sheets, and the student's presence at supervised clinical experiences must be noted in patient charts by name or initials, subject to audit. The preceptor must personally supervise, evaluate and sign off on all clinical experiences.

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Q. What should I do if I am not getting enough clinical experience?

If I desire more clinical experience I can request the College refer me to a high volume birth clinic.

Q. Is the degree I receive a Nursing degree?

No, there are different routes of entry to midwifery, the National College of Midwifery trains Direct Entry Midwives not Nurse Midwives.

Q. Who directs me through my program?

The student receives a recommended course of study, is required to follow the general block system but determines the exact order of their course work and works at their own pace. The student works with the online learning coordinator for each course, and with their clinical preceptor for their clinicals. The entire program must be completed in 2-5 years. The student is the ultimate director of her or his own program.

Q. Does the National College of Midwifery have a job placement program?

No, however, we provide a [bulletin board](#) to help you find employment as a midwife.

Q. What are the laws regarding the practice of Midwifery in my state / country?

The legal status of midwifery varies from state to state and country to country. It is the student's responsibility to know the laws in the state in which she or he will practice upon completion of the NCM program. State by state information and contact information for more information on each state can be found [here](#). It is highly recommended that the student contact the state licensing board directly for the most up to date information.

Q. Does earning my ASM or BSM degree guarantee that I will be granted Licensure?

No, each student must investigate the steps and requirements she/he must take to become a CPM and/or gain licensure within the jurisdiction where they plan to practice. Please be aware that midwifery is illegal in some jurisdictions.

Q. Will another college or university accept my NCM credits as transfer credits?

The National College of Midwifery is accredited by a small, private accrediting agency, the Midwifery Education Accreditation Council (MEAC), recognized by the US

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Department of Education. Most colleges and universities are accredited directly by the US Department of Education, through one of their five regional agencies. These schools only accept credits from schools with the same type of accreditation. If a student is planning to continue with another college or university, it is her or his responsibility to check with them if they will accept credit from NCM.

Q. Will NCM accept transfer credits from other universities?

Yes, students must submit official transcripts and a Transfer Request form for review by NCM. See NCM's transfer credit policy in the [NCM Handbook Living Document Version](#).

Q. Does California accept NCM's ASM Degree?

Yes, students planning to seek licensure in California must complete two additional courses, in Chemistry and Child Development, and additional Learning Objectives in anesthesia/analgesia, suturing, and episiotomies.

DISTANCE EDUCATION QUESTIONS

Q: Do I have to travel to New Mexico?

Nope! This program supports the apprenticeship model of midwifery education. The student and their preceptors sign up with NCM as a team. All academic and clinical work is done with their chosen preceptors together in person.

Q: In which states/countries is NCM able to accept students?

Professional disclosure: Before entering our program, please note that students are responsible for researching and understanding the laws regarding practice in their state, province or country. We are currently unable to accept applications from students or preceptors in Florida or New York, due to state requirements regarding educational institutions. Due to the specific laws in these states, NCM cannot admit students in

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those jurisdictions at this time. [Click here to see NCM state status](#). Please note: if a student moves to a prohibited state during enrollment, the student will not be able to complete their program in the prohibited/disallowed state.

Q: Can I enroll in NCM if the state or country in which I would like to study is not included in this list?

NCM must follow its policy on State Authorization. The process by which NCM determines if it can do business in a state takes at least 3-4 months to complete. Please contact NCM to inquire about the process.

Q: What happens if the state or country in which I am already enrolled requires NCM to seek authorization which was not required when I enrolled?

NCM will follow its Policy and Procedure on State Authorization. NCM will teach out students in states where authorization is required.

FINANCIAL QUESTIONS

Q: What will it cost me to study with NCM?

Fees to the College include the non-refundable application fee, the matriculation fee, the annual administrative fee, per-credit academic course fees, and yearly extension rates (due after the 3rd year of study). Students make separate payment agreements with their preceptors and are responsible for other expenses as outlined in the Student Handbook.

Q: Can I apply for federal financial aid?

No, NCM is not a Title IV school so students are not eligible for federal financial aid.

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Q: Where can I get more information on how to pay for my degree?

Check out our [financial aid page](#) which features ways to fund your education.

Q: I heard I can have access to all the curriculum for \$80. Is that true?

Yes, as an observer you can have access to all of NCM's curriculum for \$80 per year. For more information check out our "[Try It Before You Buy It](#)" option.

Q. Can I deduct the fees I pay the College from my personal income taxes?

NCM is not Title IV, and is NOT eligible to issue IRS forms 1098-T.

ASM Program Questions

Q. How long do I have to complete the ASM program?

The ASM is a 3-year equivalent program, which can be completed from 2 to 5 years. If a student has not completed the program within 3 years, they must submit a plan for completion to NCM signed by their preceptor and self, and will be responsible for annual accreditation fees. The 5-year limit for completion of the degree includes any time taken on inactive status. Annual accreditation fees must be paid even during those years the student is on inactive status.

Please note most courses have a time limit of 7 years at graduation: all Midwifery (MW) courses and the General Education courses HON248G Cultural Issues, SOC102 Genetic Screening, and HON390G Midwifery Laws and Regulations must be taken within 7 years of graduation.

Clinical Experience documented on clinical forms must span at least 2 years (NCM begins counting these two years with the date of the first clinical entered on forms #1-11 that occurred during enrollment and under the direct supervision of an approved preceptor). All clinicals must occur within 10 years prior to the student's passing the NARM exam, and 10 of the experiences reported on NARM Out of Hospital Birth Documentation Form 204 must take place no earlier than 3 years prior to the NARM exam.

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Q. When, how, and what do I submit to the College?

At the end of each trimester, the student and preceptor must submit online a progress report consisting of copies of the following (All submissions must be signed and dated by the supervising preceptor):

- Student-Preceptor Evaluation,
- Clinical Record Forms,
- and updated MEAC Abbreviated NARM Skills form.

Trimester Dates:

Spring (SP): January 1 - April 30th

Summer (SU): May 1 - August 31.

Fall (FA): September 1 - December 31.

The student will submit all of their above forms as well as evaluations in the Submission course in Canvas. The preceptor submits their evaluation in the Preceptor Evaluation course.

Q. What are the Clinical requirements of the ASM program?

The Clinical Experience Requirements adhere to the requirements of the North American Registry of Midwives (NARM) for graduates of a MEAC-accredited School.

Q. How fast can I complete the ASM program?

The minimum length of the ASM program is 2 years.

Q. How many preceptors will I need in the ASM program?

All academics will be taught through our distance-learning program by professors provided by NCM. Please note that although only one clinical preceptor is needed to enroll, at least two preceptors are required to complete the clinical portion of the program. The Student is required to have contracts with enough preceptors to complete all requirements.

Q. How many hours of training are required for preceptors?

It is about 8-20 hours of training a year which can be counted toward cultural competency and CEU hours with NARM. There is no direct compensation from NCM to

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the preceptors but NCM does give preceptors access to request for pay ScienceDirect articles via our librarian and you will receive an email account that provides numerous discounts on things like Amazon Prime. Students and preceptors contract directly for compensation be it work trade or direct cash payment if the preceptor desires this.

Q. For the ASM program, do I have to complete all my clinicals at one site, under a single preceptor?

Clinicals can take place at a single site or a variety of sites under several preceptors. At least 2 preceptors are necessary to sign off some of the NARM Skills (NARM requires the signatures of 2 preceptors on 4 of the NARM Skills).

Q. How do I apply for the NARM exam?

After completing all program requirements, ASM Students must first obtain permission to test from NCM. The student then applies directly, separately to NARM to take the NARM Exam. For more information visit NCM's page about Graduation.

Q. Does the College's Administrative Fee cover my NARM or other licensure exam fees?

No, the student is responsible for these fees.

BSM Program Questions

Q. Are there any prerequisites for the BSM program?

Yes, students must come into the program with Math and English transfers complete. Please see the [BSM](#) page for more information.

Q. How much work will I have to complete each trimester in the BSM Program?

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Review the BSM Block System Plan of Completion

Q. When, what, and how do I submit paperwork to the College?

At the end of each trimester, the student and preceptor must submit online a progress report consisting of Student-Preceptor Evaluation and Student Record with new grade signed by clinical preceptor (only applies to one BSM course)

Trimester Dates:

Spring (SP): January 1 - April 30th

Summer (SU): May 1 - August 31.

Fall (FA): September 1 - December 31.

The student will submit all of their above forms as well as evaluations in the Submission course in *Canvas*. The preceptor submits their evaluation in the Preceptor Evaluation course. All submissions must be signed and dated by the supervising preceptor.

Q. How fast can I complete the BSM program?

The minimum length of the BSM program is 1 year. (Max length is 5 years)

Q. How many preceptors will I need in the BSM program?

The BSM program requires one preceptor.

Preceptor Questions

Q. What qualifications must a preceptor hold?

The equivalent or higher academic degree than that sought by the student. NCM considers Midwifery Certification or Licensure equivalent to ASM. The National College

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of Midwifery recognizes the following categories of practitioners as acceptable preceptors for training midwives:

1. Licensed Midwives
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Q. What practice guidelines must my preceptor follow?

Preceptors are required to practice within the midwifery guidelines of their state midwifery association, or in the absence of state guidelines, they must follow the CPM Guidelines. The student and preceptor must have reviewed and be aware of the supervision requirements of their State's midwifery regulations and of the guidelines of all relevant State midwifery associations. They must have formulated a supervision and back-up plan based on these regulations and guidelines, which will promote the safety of mothers and babies. Preceptors further agree to incorporate the International Confederation of Midwives Core Competencies for Midwifery Preceptors into the teaching process.

Q. Do preceptors have to personally supervise their student's clinical requirements?

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Yes. Preceptors must be in direct supervision (be physically present to diagnose, authorize, and approve all work performed) of all the clinical encounters, births, and NARM skills for which he/she signs-off.

Q. Does the preceptor have to note the student's name or allow the student to initial on all client charts for supervised clinical experiences, and to make these charts available for review, in case of audit?

Yes.

Q. What updated/renewed documents relevant to my status as a preceptor must the preceptor supply to NCM?

- Copy of current certification/license
- Copy of most advanced degree
- ASM Contract for each student enrolled in NCM
- 3 References (upon application)
- Curriculum vitae/ Resume
- Floor plan of academic and clinical space to be used, showing fire extinguishers, smoke alarms, and emergency exit plan
- Equipment and restocking checklist for clinical facility
- Safety Form listing standards followed in practice and facility inspections

Q. In the event of a negative clinical outcome, what must a preceptor do?

Preceptors agree to engage in Peer Review of all negative clinical outcomes within 60 days, and must file an NCM Incident Report with the College, within the same timeframe.

Q. How often must a preceptor and student meet up to review clinical and academic progress, troubleshoot problem areas, build on areas of strength, and debrief any adverse clinical outcomes?

Weekly or at a regularly scheduled time.

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Q. What services does the College offer to students and preceptors involved in a dispute?

The College provides free counseling and mediation services to students and preceptors. Students and preceptors agree to contact the College administration for mediation services, and agree to encourage their student /preceptor to contact the College administration for additional counseling by College staff. The College will fill out an internal incident report evaluating my handling of the disagreement, and that a copy of this report will be sent to the complainant, while another copy will be placed in the College file.

Q. What are conditions for probation or termination of a preceptor by National College of Midwifery?

For a comprehensive list consult the [NCM Handbook Living Document Version:](#)

- Preceptor fails to adhere to the duties set out in the student-preceptor contract
- Preceptor fails to provide student with the required academic or clinical supervision
- Preceptor fails to debrief student to her satisfaction after an adverse clinical outcome, and subsequently fails to engage in mediation by college administration as requested by student
- Preceptor loses their license or is put in an administrative status by the licensing board

Q. What if the student's or preceptor's status changes?

The student and preceptor agree to report to the College any changes in a student's status, such as completion of clinical requirements, successful completion of NARM or state midwifery certification exams, or withdrawal from the program.

Q. How can a preceptor participate in the Faculty Advisory Board as an advisor to the College?

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All preceptors are a member of the Faculty Advisory Board as an advisor to the College, we invite you to participate in our annual review survey, and attend Education Committee meetings approximately 6 weeks before the end of each trimester. Contact Cassaundra for more information.

Q. How can a preceptor or student make recommendations to the College?

Preceptors are asked to review the College materials for the student and to send the College any recommendations for improvements. Preceptors may provide the College at any time with verbal or written suggestions for improvements to any aspect of the College program or administration. On the end of trimester evaluation form there is space for both the student and preceptor to make comments and suggestions.

Q. Are preceptors allowed to attend College Board meetings?

Yes, contact NCM's President for information about the next meeting date and how to join the discussion.

Q. Are preceptors allowed access to their personal preceptor file maintained by the college?

Yes, contact the office.

Q. How are preceptors paid?

Preceptors may directly agree to remuneration with and by the student according to this mutually agreed upon contract. A copy of this contract will be kept in the student's College files.

Q. When can a preceptor terminate a relationship with a student?

A preceptor may terminate student-preceptor relationship with any student if a working relationship is not in place or fails to develop, or if the student fails to pay the preceptor according to the Student-Preceptor Contract, and will notify the College in writing of such occurrence.

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Q. Are preceptors required to pay tax on their income earned from students in NCM programs?

Yes, preceptors are required to file with the IRS and my State taxation department on all income earned from students in NCM programs.