

## **Procedures for Reinstating Board Certification for Individuals Whose BCIA Certification Has Lapsed**

The BCIA Board of Directors has adopted a policy whereby individuals whose certification has lapsed may recertify without repeating the initial certification process. In addition, the Board is currently inviting previous certificants to reinstate their certification, taking full advantage of the Progressive Certification Program. By reinstating your certification at this time, you may apply the certification designation you would have achieved had your certification continued without lapse. For example, if your certification lapsed for 2 years at the point you would have become a BCN Fellow, you may now reinstate your certification with the designation of BCN Fellow.

If a lapsed recertification is reinstated in the first 6 months of any year (January to June), the new certification date reverts to January 1 of that year. If a lapsed recertification is reinstated in the last six months of the year (July to December), the new date becomes January 1 of the next year.

### **Recertification by Continuing Education**

All continuing education hours must be related to the blueprint with a majority of the hours biofeedback or neurofeedback specific. To reinstate your lapsed certification, please submit:

- a log of CE hours containing the date and name of the course, accrediting agency, and hours of credit received.
- copies of all certificates documenting this course work or other proof as outlined below.
- the completed application form.
- \$300 reinstatement fee.

### **Lapsed 5 years or less**

Includes period of January 1-December 31 of the first year certification has lapsed. Submit documentation of 48 accredited CE hours, including 3 hours of ethics/professional standards, as required for standard recertification or the successful completion of the certification exam.

### **Lapsed 5 – 10 years**

Includes period from January 1-December 31 of the first year certification lapsed. Submit documentation of 48 accredited CE hours, including 3 hours of ethics/professional standards, as required for standard recertification and documentation of at least one of the additional requirements as listed below:

- a) statement of bio/neurofeedback practice showing your clinical involvement during the time of lapse (at least 300 patient/client contact hours within the last 5 years) plus at least 1 letter supporting your statement. We strongly recommend that this letter be written by a BCIA certificant.
- b) additional 20 hours of bio/neurofeedback specific CE.
- c) repeat the didactics within the 48 hours of CE.
- d) 20 hours of research, publication, or teaching experience specific to bio or neurofeedback.
- e) Successful completion of the certification exam.

\*Work must be done within the past ten years.

### **Lapsed 10 years and beyond**

Includes period from January 1 to December 31 of the first year certification lapsed. Submit documentation of 48 accredited CE hours which must include a complete didactic course taken within the past 10 years plus documentation of at least one of the additional requirements as listed below:

- a) statement of bio/neurofeedback practice showing your clinical involvement during the time of lapse (at least 1,000 patient/client contact hours within the last 10 years) plus at least 1 letter supporting your statement. We strongly recommend that this letter be written by a BCIA certificant.
- b) additional 45 hours of accredited bio/neurofeedback specific CE
- c) 45 hours of research, publication, or teaching experience specific to bio or neurofeedback
- d) 10 hours of mentoring done with a professional who meets BCIA standards (BCIA certified and in active clinical practice a minimum of 2 years or demonstrated equivalent).
- e) active clinical practice a minimum of 2 years or demonstrated equivalent).
- f) successful completion of the written certification exam

\*Work must be done within the past ten years.

Special circumstances to be considered by formal written request (for example, a medical leave from all clinical work may be considered).

### **Recertification by Examination**

Lapsed certificants may also recertify by registering for and passing the certification examination as part of their requirements. Examinations are online using our online proctoring service. This service allows you to take your exam from anywhere, including your own computer.

A passing score of 65% on the overall exam is required for recertification. Individuals who score below 65% may make up CE hours from the blueprint areas that were failed in order to complete their recertification. Hours must be completed subsequent to taking the exam.

### **Fees:**

\$300 plus any additional fees as may be incurred by the special exam option. (paper/pencil \$100 and online is \$50).

### **BCIA**

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