



Board Certified Autism Technician

Maintaining Your Certification

Recertification includes submission of a completed recertification application and recertification fee.

BCAT certificants are required to recertify **every two years** by:

- 1 Earning twelve hours of continuing education credits (at least 3 credits must be ethics-related topics)
- 2 Signing the Code of Conduct
- 3 Continually maintaining compliance with the rolling background check.

Why is Recertification Required?

BICC requires the continuing professional development of its certificants to ensure that individuals who hold the BCAT credential maintain an ongoing commitment to learning, keep pace with developments in the field of behavior analysis, and strengthen their knowledge and skills. The mandatory recertification process provides certificants with the opportunity to demonstrate the retention, reinforcement, and expansion of their knowledge and skills.

To support this purpose, recertification requires continuing education that enhances ongoing professional development, recognizes learning opportunities, and provides a process for both attaining and recording professional development achievements.

BICC also requires the certificants re-attest to uphold the Code of Conduct and earn at least 3 of the required 12 hours of continuing education credits in topics directly related to ethics to promote compliance with principles of ethical practice, emphasize the requirements of the Code of Conduct, and enhance consumer protection and public safety.

Recertification Application Processing

All recertification applications will be reviewed to ensure that all recertification requirements are met.

If any areas of non-compliance are identified during the review of a recertification application the individual will have 15 days to submit any required information. If the required information is not provided, the individual's certification will expire at the end of the 15 days or on the normal expiration date (whichever comes last).

If an application is selected for audit and the certificant does not respond or does not submit the requested documentation, certification will not be renewed.



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Maintaining Your Certification

Recertification Rationale

Professional development is accomplished by obtaining the required number of continuing education credits. Renewal by continuing education credits ensures that the individual has participated in professional development activities that are directly related to the body of knowledge for BCAT certificants as defined by the exam content outline.

The 2-year time period established for recertification is based on the BICC's determination that the certificant implements a treatment plan under the supervision of a master's-level clinician who designs the treatment and identifies treatment goals, two facets of treatment that may be more immediately influenced by emerging research than the actual implementation of treatment. The implementation of treatment adheres strictly to the principles and procedures of applied behavior analysis. Because the BCAT is supervised by the Master's-level supervisor, recertification every two years is sufficient to maintain the certificant's high standard of clinical quality and to affirm the certificant's commitment to the Code of Conduct.

To ensure that certificants supplement and reinforce their knowledge in appropriate subject areas, only those continuing education courses approved by BICC will accrue toward the 12 hours of CE units.

Rolling criminal background checks, known as Department of Justice LiveScan checks, are required to maintain the BCAT credential. Individuals with the BCAT credential typically work with individuals with developmental disabilities, a vulnerable population that deserves the safety assurance that an ongoing background check provides. BCAT certificants are required to be registered on the BICC registry, to ensure that educational background, training, credentials, other certifications, and the background check are accessible to parents, caregivers, educators, funding agencies, and other interested parties.

Certification Expiration

Certification expires on the last day of the month 2 years following the date of certification.
For example, if an individual is certified on May 15, 2015, certification will expire on May 30, 2017.

Recertification reminder notices are issued 120 days before the recertification application deadline to the last known email address of each certificant. Certificants are responsible for notifying the BICC office of any changes in address, including email address.

Recertification is the responsibility of each BCAT certificant. BICC is not responsible for notices that fail to reach certificants.



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Recertification Requirements

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Continuing Education Requirements

After initial certification is obtained, continuing education hours may be accrued and used for recertification. Continuing education hours must be obtained between the date of initial certification and the date that the recertification application is submitted. Once submitted, candidates cannot obtain/add additional continuing education credits to the recertification application. The recertification decision will be based solely on the submitted information.



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Maintaining Your Certification

Continuing Education Requirements

Documentation Required:

Documentation of the continuing education hours must be submitted with the recertification application. Primary source verification of all CE hours is required.

Acceptable documentation includes official transcripts and certificates of completion. See the Required Documentation column in the Acceptable Activities table below for additional information.

Acceptable Topics:

Only continuing education activities and topics directly related to the knowledge, skill, and ability statements on the exam content outline will be accepted. At least 3 credits must be directly related to ethics.

Approved Continuing Education Providers

All continuing education credits from workshops, webinars, seminars, etc. must be earned from a BICC approved provider.

Fees:

Renewal / Re-Certification	\$50.00
Certificate Replacement	\$25.00

Recertification Application Review:

In order to maintain the credibility and integrity of the certification process, BICC reserves the right to verify any information provided on recertification applications. Requests for verification may be made prior to recertification or at a future time. Certificants are advised to retain all recertification documentation for at least 3 years after each renewal deadline.



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Maintaining Your Certification

Continuing Education Requirements

Acceptable Activities:

Continuing education credits may be earned at workshops, conferences, conventions, seminars, college/university courses, webinars, and in-service training events. Credit is also granted for professional presentations.

Credit may be claimed only once for each activity. For example, a 1 hour presentation that is delivered at two different conferences can only be claimed for 1 CE credit.

<i>Continuing Education Activities</i>	<i>Credits Awarded</i>	<i>Limitations</i>	<i>Required Documentation</i>
<i>Coursework, workshops, seminars, and/or webinars</i>	1CE for each clock hour	Must be BICC approved	Transcripts with grade of "C" or better, certificates of completion, letter verifying attendance
<i>Authorship & delivery of a conference session or poster presentation</i>	1CE for each unique presentation	Limit of 2 CEs Conference must be BICC approved	Conference brochure or flyer & attestation
<i>Review of behavior analytic research articles & successful completion of an associated quiz or comprehension questions</i>	1CE for each article	Limit of 3 CEs	Certificate or letter of completion
<i>Participation as a volunteer in BCAT examination development activities, such as exam item writing or item review</i>	1CE per activity	Limit of 2CEs	Letter of verification from BICC
<i>Volunteer services related to BCAT knowledge, skills, & abilities</i>	1CE per 10hours of volunteer activity	Limit of 1CE	Letter of verification from supervisor/organization
<i>Mentoring of entry-level therapists by senior therapists</i>	1CE per 10hours of supervised mentoring	Limit of 2CEs	Letter of verification from supervisor/organization



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Maintaining Your Certification

Re-certification Acceptance

BICC will issue a recertification letter to the certificant once all renewal requirements have been met.

[If expiration dates are added to certificates, a new certificate should also be issued]

Recertification applications will not be accepted from individual's whose certification is in a state of suspension or has been revoked.

Changes in Contact Information:

Applicants and certificants are responsible for keeping their mailing address and email address up to date and notifying BICC in writing of any changes. Your BCAT certificate and welcome kit will be sent to your mailing address. All other communication, notifications, confirmations, and reminders will be sent to your email address.

Failure to Recertify:

If certification has been expired for 60 days or less, an individual may reinstate his/her certification by meeting all of the recertification requirements, submitting a complete recertification application, and paying the recertification fee and reinstatement fee. If the application is approved, the individual's expiration date for the reinstated credential will be the same as if the certification had been renewed on time.

If certification has been expired for more than 60 days, certification will not be renewed, and the individual will have to re-apply for certification, meet the eligibility criteria for initial certification, and re-take the certification examination in order to reinstate certification.

Certificants who are participating in active military duty or whose personal circumstances preclude timely recertification should contact BICC and request an exception to this policy. Any exceptions will be made at the sole discretion of BICC.

BCAT certification may not be used from the date of expiration until the credential is successfully reinstated.