

# ART THERAPY | ATCB

## CREDENTIALS BOARD, INC.

3 Terrace Way, Greensboro, NC 27403-3660

Toll Free Phone Number: 877-213-ATCB (2822)

Fax Number: 336-482-2852

Email Address: [atcb@nbcc.org](mailto:atcb@nbcc.org)

Website: [www.atcb.org](http://www.atcb.org)

### RECERTIFICATION STANDARDS

#### PURPOSE

The recertification process is designed to ensure that any person certified by the ATCB continues to meet the requirements for certification established by the bylaws of the organization. Recertification is required every five (5) years. These standards outline the requirements to maintain the ATR-BC.

#### RECERTIFICATION PROCESS

1. ATR-BCs are encouraged to maintain a file containing the continuing education credits completed. Items recommended for inclusion are: ATCB recertification standards, the ATCB continuing education credit log, and approved audit documentation (see below).
2. Ninety days prior to the deadline, the ATCB National Office will send recertification application packets to the address provided to the national office by candidates. ATR-BCs are responsible for keeping their contact information accurate with the ATCB National Office. Changes to contact information should be provided in writing.
3. A maximum of ten-percent (10%) of those eligible to recertify will be randomly selected for audit. These candidates will receive a different packet.
4. Candidates must submit all required documentation. Only audited candidates must submit documents verifying continuing education activities.
5. The national office will review recertification applications.
6. Each candidate will be notified of the outcome of his/her application review. If approved, a new certificate will be sent. This new certificate will be mailed two weeks prior to the new certification date.
7. All candidates for recertification must continue to abide by the ATCB Code of Professional Practice, but the right to recertify is held in abeyance upon suspension of certification by the ATCB. A candidate who successfully meets the requirements for recertification has the right to use the title ATR-BC after his/her name.

#### RECERTIFICATION REQUIREMENTS

##### **Attaining continuing education credits**

Candidates must maintain documentation verifying completion of 100 continuing education credits within the five-year period that commences on your original certification date or the last date of your recertification, whichever applies. Your recertification date can be found on your ATR-BC certificate or wallet card.

##### **Ethics Requirement:**

For those ATR-BC's whose recertification periods begin on or after July 1, 2006, a minimum of six (6) hours must be attained in the content area of Ethics.

Eligible Content Areas for Continuing Education Activities (all activities must be in one of these areas):

1. Psychological and Psychotherapeutic Theories and Practice
2. Art Therapy Assessment
3. Art Therapy Theory and Practice
4. Client Populations
5. Art Therapy and Media (Courses only covering art technique do not apply.)
6. Professionalism and Multiculturalism
7. Ethics

Continuing education credits (CECs) may be earned for the following activities within the eligible content areas:

1. One (1) CEC per clock hour for attendance at lectures, workshops, and other eligible educational programs (see Program Eligibility).
2. Two (2) CECs per clock hour for presenting lectures, workshops, and other eligible educational programs (see Program Eligibility).
3. Five (5) CECs per published abstract, book review, or video review.
4. Five (5) CECs per one (1) semester credit hour for teaching or taking a graduate or undergraduate course in any of the eligible content areas. **(Each course title can only be counted once during each recertification cycle).**
5. Ten (10) CECs per published article or produced video.
6. Ten (10) CECs per exhibit in a juried art show (brochure with name required). For those recertification cycles starting after July 1, 2008, the number of approved art shows that an ATR-BC may document is limited to two shows or 20 credits per recertification cycle.
7. Twenty (20) CECs per published book chapter or monograph.
8. One Hundred (100) CECs per published book.

### **PROGRAM ELIGIBILITY**

An eligible educational program is one defined and offered by an agency or institution that is an approved provider of CECs. AATA is an approved ATCB CEC provider, and AATA sponsored programs will be accepted. State Art Therapy Associations will also be accepted as approved providers of CECs if they are approved through an accredited provider. Other examples of approved providers are professional counseling, social work, marriage and family therapy, and mental health practitioner associations. Attending an in-service provided by an institution or agency is acceptable if the topic of this in-service focuses on the Eligible Content Areas as delineated by the ATCB and that the instructor of this in-service could be deemed an approved provider according to the guidelines already outlined.

#### **Internet and Distance Education**

Continuing Education Credit shall be granted for all courses approved by a state licensing authority, national professional organization, or a national credentialing body for continuing education credit.

#### **Audits**

The ATCB will conduct an annual audit to verify compliance with continuing education credit (CEC) requirements for recertification. A maximum of ten percent (10%) of each year's candidates may be selected at random for audit. If selected for audit, a candidate will be notified by mail that he/she should submit verification documentation by a designated date.

ATR-BCs are responsible for maintaining documentation of continuing education activities. This documentation will be needed when applying for recertification. Although the ATCB only requires submission of this documentation from those selected for random audit, all recertification applicants will need this information to complete the recertification application forms. All documentation should include the title and content of the activity, where and when it was offered, and how long it lasted. All documentation must be submitted in English.

Acceptable forms of documentation include:

1. Signed letters on the letterhead of organizations for whom workshops were given or courses were taught.
2. Official transcripts.
3. Photocopies of sections of published material, inclusive of publication name, author for whom credit is claimed, and date of publication.
4. Course syllabi for teaching for-credit graduate or undergraduate courses.
5. Juried art show program (must include certificant's name and the name of the jurors).
6. Certificates of attendance/completion.

If an application for recertification is audited and determined by the ATCB to contain deficiencies, the candidate will be notified by mail. The candidate will have ninety (90) days to provide additional information regarding the CECs submitted for recertification and/or any CECs earned since being notified of existing deficiencies.

Recertification candidates who have been notified of deficiencies will be placed on probationary status during the ninety (90) day period mentioned above. If documentation that verifies compliance with ATCB requirements is submitted within that time frame, such probation will be removed and recertification granted. If the candidate for recertification does not comply with the request for additional information and/or CECs, the ATCB reserves the right to revoke certification.

Candidates who are not recertified by the ATCB through the above process shall be required to apply for certification through the new application process, according to the current requirements. Failure to complete the ATR-BC recertification process may not affect eligibility for the ATR credential.