



## RECERTIFICATION

### ICEA Childbirth Educator Certification Program

ICEA certification is for four years and not for the teaching lifetime of the educator. The four-year period of certification begins on the date of the certification examination.

#### MEMBERSHIP REQUIREMENTS

It is required that ICCEs maintain a current individual or supporting membership. Renewals arriving after expiration date will automatically be backdated at the time of processing. No membership benefits are retroactive. If ICEA membership has lapsed, there is a fee for reinstatement. **A membership lapse for ANY REASON will result in disruption of the certification process.**

ICCEs who have been removed due to lapsed membership may be reactivated with a backdated membership, provided they pay back membership fees and a membership reactivation fee.

#### RECERTIFICATION REQUIREMENTS

During each four-year period of certification, the certified educator is expected to work towards completion of the recertification requirements. The requirements are summarized below.

1. Maintain continuous ICEA membership during the four-year period.
2. Obtain a minimum of 24 ICEA contact hours within the four-year period of certification or attend a complete ICEA International convention core or attend an entire ICEA Professional Training Workshop.
3. Complete one of the following requirements within the four-year period of certification and submit verification of completion with recertification application.
  - \* observe a minimum of three labors or births according to the ICEA guidelines
  - \* have a class series observed by another educator
  - \* observe another childbirth educator's class series
  - \* earn additional contact hours by attending a complete ICEA Professional Training Workshop or ICEA convention core
4. Complete a self-evaluation of teaching.
5. Pay the recertification fee.

#### RECERTIFICATION PROCEDURE

ICEA will send the newly recertified educator a formal certificate indicating status as an ICEA Certified Childbirth Educator, an ICCE. Along with the certificate, ICEA will send a copy of the current recertification requirements and necessary verification forms.

Replacement recertification materials can be purchased.

The application and fee must be submitted by the date stamped on the recertification application. The application is processed on the fourth anniversary of the original certification and subsequent recertifications.

Upon completion of the recertification requirements and payment of the recertification fee, the educator will be considered ICEA certified for another four years.

ICCEs who encounter serious difficulties during their certification period and cannot complete the recertification requirements on time may apply for an extension of the application deadline or inactive status if they meet the requirements of that category.

#### EXTENSION OF THE RECERTIFICATION APPLICATION DEADLINE:

An ICCE may apply for a single ninety-day extension of the recertification application deadline in order to complete the requirements. The request for an extension must be received in the Central Office BEFORE the recertification application deadline but no more than three months before the recertification application deadline. The request must be in writing and state why the extension is needed. The ICEA Certification Coordinator will respond in writing that the extension has been granted. The extension is only for submitting the application. The next certification period is computed from the expiration date of the last certification.

#### INACTIVE STATUS

ICCEs who encounter a family emergency, including serious illness, illness or death of a close family member, divorce, major relocation, birth of a baby, or who have temporarily left the field may request to be put on "Inactive Status" for a maximum of two years. The request for inactive status must be received by the Central Office BEFORE the expiration of the current certification period but no more than three months before the recertification deadline. The request must be in writing and state why the inactive is needed. The ICEA Certification Coordinator will respond in writing that the inactive has been granted. Only one inactive status will be granted per certification period. A reactivation fee is paid instead of a recertification fee. ICCEs must maintain a current ICEA individual membership during the inactive period.

#### LAPSED CERTIFICATION

An ICCE with a lapsed certification may reinstate to full certified status at any time, providing continuous ICEA membership has been maintained. If continuous membership has not been maintained, back membership must be paid from the last membership expiration date. If a last membership expiration date cannot be provided, membership dues will be assessed back to the most recent recertification. If an educator wishes to have certification reinstated, s/he must contact ICEA for the current recertification materials. All recertification requirements must be completed and the reinstatement fee paid in order to reinstate. This fee is paid instead of a recertification fee. The new recertification period begins when the ICCE is reinstated.

**ICEA reserves the right to change any part of the certification program or recertification process without notice. Notice of such changes will be printed in the *International Journal of Childbirth Education*.**