



# NCTRC News

A publication of the National Council for Therapeutic Recreation Certification

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## A Message from the Chair

**Jim Shea, CTRS**  
*Chair of the NCTRC Board of Directors*



I can clearly remember the afternoon nine years ago when I received a call from Karen Luken, then Chair of the NCTRC Board of Directors, asking me to become involved in NCTRC's Exam Management Committee. At the time, I remember thinking that my

schedule was very busy with my work at the hospital, part-time teaching, taking my kids to soccer games and what seemed like a million other things that filled my schedule each day. I remember thinking that serving on a national professional committee was something that the recognized leaders of the field did, those who wrote the textbooks and spoke at conferences. This certainly did not describe me. Although it seemed a bit overwhelming to agree to serve on the EMC committee, I decided to give it a try. As I look back on that day, it was the best decision I ever made in my career as a CTRS.

It has been a few short months since becoming Chair of the

Board of Directors of NCTRC and it still feels a bit overwhelming, especially when I review the list of the many outstanding leaders in our field who have come before me. I have been associated with NCTRC for almost nine years, serving seven years on the Exam Management Committee and then as a member of the Board of Directors. With each new experience I always come away feeling a renewed sense of pride for being part of NCTRC and especially with being a CTRS. I know that it has been said before, but being a relatively small profession provides a great opportunity for anyone who has a bit of interest and a willingness to learn, to truly make a difference in shaping

*(Continued on page 2)*

## NCTRC Board Develops New Strategic Plan

In an effort to remain proactive and responsive to the ever-changing health and human services environment, the NCTRC Board completed a comprehensive planning process that resulted in a new multi-phased five-year strategic plan. The nine-month planning process was guided by Knapp and Associates, an independent consulting firm. The over-all planning process involved a multitude of participants and an array of various data

collection strategies. The process culminated with a two-day planning workshop in which the Board reviewed the data results, prioritized issues and formulated a draft of the strategic plan. The final plan was approved by the Board during a conference call this past July.

The newly adopted plan calls for several new strategic objectives to be explored and implemented during the next five years.

Among the initiatives are:

- Comprehensive Review of Current NCTRC Certification Standards
- Explore Opportunities for Specialty Certification
- Increase Advocacy Role in Promoting Legal Recognition of CTRS

Please consult the NCTRC website [www.NCTRC.org](http://www.NCTRC.org) to review a copy of the entire NCTRC Strategic Plan (2007-2011).

### The Primary Strategic Goals

- I. Ensure Practice-Based Certification Standards
- II. Increase the Number of New Applicants for NCTRC Certification
- III. Increase Recertification Retention
- IV. Develop New Revenue Sources and Increase Revenue
- V. Ensure Fiscal Responsibility

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## NCTRC Announces Formal Support for RT State Licensure

The Board of Directors of the National Council for Therapeutic Recreation Certification (NCTRC) announced endorsement of state licensure for the practice of recreation therapy at a recent board meeting. The announcement came as a direct result of the NCTRC Board's unanimous vote in support of the *NCTRC Position Paper on the Legal Regulation of the Practice of Recreation Therapy*. Drafted in early 2007, the NCTRC Position Paper provides a detailed rationale for the need to establish legal recognition of recreation therapy, that aspect of practice that holds the greatest

potential for public harm. As such, the NCTRC Board issued the following proclamation in support of the legal recognition of the practice of recreation therapy:

*"It is hereby acknowledged and accepted that the National Council for Therapeutic Recreation Certification (NCTRC) supports the purpose and intent of the legal regulation of recreation therapy practice, including, but not limited to, professional registry, practice acts, and licensure. NCTRC maintains that the primary purpose and intent of regulation is the protection of public welfare through the establishment and*

*monitoring of competent and ethical professional practice of recreation therapy. Furthermore, it is the intent of NCTRC to work with professional organizations and recognized leaders in a collaborative manner in the pursuit to establish the legal regulation of the practice of recreation therapy."*

The NCTRC Position Paper was reviewed and endorsed by both the NTRS and ATRA Boards of Directors. A full length copy of the paper is available from the NCTRC website at [www.NCTRC.org](http://www.NCTRC.org) or by email request: [nctrc@nctrc.org](mailto:nctrc@nctrc.org).

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### **A Message from the Chair**

the field. NCTRC is continually looking for dedicated professionals to get involved. It can be as small as responding to an e-mail or as big as serving on the Board.

Involvement in NCTRC is different than becoming involved with national professional membership organizations like ATRA or NTRS. The primary role of NCTRC is to protect the public by establishing the standards that an individual must meet to receive the CTRS credential. Furthermore, NCTRC sets the level for competent practice that a CTRS must follow to maintain their CTRS credential. It is the CTRS credential that provides the public with a level of confidence by knowing that the recreation therapist working with them has met and maintained a level of knowledge that is rooted in validated professional practice.

How does NCTRC monitor what current practice is, especially as the demands of health care change? The process for doing this is called the Job Analysis (JA). NCTRC just completed its third JA during this past year. The NCTRC JA process enlisted the help of all certificants by asking them to define and prioritize what it is they do in their roles as CTRSs. This information is

used as a foundation for many aspects of the work done at NCTRC. The response level from the field was tremendous and the results indicated that there was much agreement among practitioners in the field. I want to thank all those who participated in this important project.

Throughout this newsletter, you will see examples of the dedicated work performed by many professionals who are involved in helping NCTRC achieve its mission. This past year, several CTRS task forces have used the results of the JA to write and refine questions for use in the NCTRC certification exam. Other committees are actively involved in reviewing and refining certification and recertification standards. Still other committees, including the BOD, have worked to make the application process for certification and recertification more streamlined.

One of the truly exciting things that happened during this past April's Board meeting was the development of a new NCTRC strategic plan. The components of this plan will direct NCTRC during the next three to five years. This new direction will permit NCTRC to explore the offering of specialty certification for interested CTRSs. It is envisioned that this level of certification will provide an added degree

of recognition for those CTRSs who are practicing at an advanced level.

Another highlighted area of the strategic plan is the stated support for states and provinces that are interested in pursuing licensure. Through its recently released document (*NCTRC Position Paper on the Legal Regulation of the Practice of Recreation Therapy*), NCTRC has formally recognized that there is a need for legal recognition pertaining to CTRSs who practice recreation therapy. NCTRC is committed to working with and supporting the efforts of professional organizations and recognized leaders in the pursuit of legal recognition.

With direction provided by the new strategic plan, this coming year will undoubtedly be an exciting and challenging time. The NCTRC Board of Directors, Standing Committees, and staff of NCTRC will be working diligently to fulfill the mission of NCTRC. We will be moving in some directions not previously pursued by NCTRC. As the strategic plan unfolds, there will be many opportunities for interested individuals to become involved. I would ask that you consider, as I did nine years ago, helping NCTRC achieve its mission of protecting the public and promoting the CTRS credential.

## Marketing the CTRS Credential

Recognition of the CTRS credential and the growth of the therapeutic recreation profession depends upon a well designed and effective marketing strategy. During the past few years NCTRC has significantly enhanced its approach to promoting the CTRS credential. As a result, NCTRC has developed a host of materials available **free of charge** for your use. They include a variety of brochures and flyers that promote the attributes of the CTRS credential. The following publications are available for order:

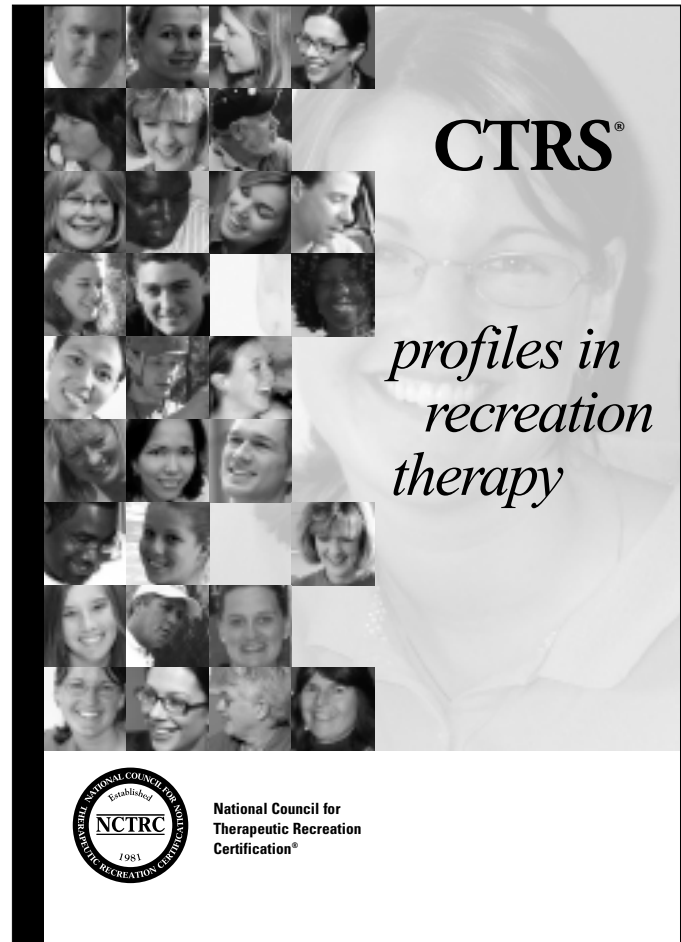
- **Why Hire A CTRS**
- **Why Become A CTRS**
- **CTRS Profile**
- **Continuing Education Sources**
- **CTRS Poster**

NCTRC has recently designed and printed a new marketing brochure for CTRSs to share with employers, colleagues and interns. The brochure is entitled **CTRS... profiles in recreation therapy** and highlights five CTRSs and their clients. The brochure is available from NCTRC for use at your facility and for distribution at conferences. To review a copy of the new brochure and all the other NCTRC marketing products, please visit the NCTRC website at [www.NCTRC.org](http://www.NCTRC.org).

In addition to the above materials, NCTRC provides an array of services available to professional organizations and educational programs. These opportunities include: conference presentations and exhibitions; class presentations; issue forums; and other types of speaking engagements. Please contact NCTRC if you know of an opportunity for NCTRC to advocate for the CTRS credential.

NCTRC is committed to promoting the CTRS credential and educating employers and consumers regarding the value that recreation therapists provide in health care and human service environments. However, our marketing efforts rely on individual

CTRSs and TR agencies to advocate for the CTRS credential and distribute NCTRC marketing materials to appropriate personnel. Please continue to use the NCTRC marketing materials in a thoughtful manner to advocate for the CTRS credential and the TR profession.



## 2007 Annual Certificants Meeting

Each year, NCTRC conducts its Annual Certificants Meeting at the professional conferences of the American Therapeutic Recreation Association (ATRA) and the National Therapeutic Recreation Society (NTRS). The official meeting this year will be held in Indianapolis, IN at the 2007 Annual NTRS Conference. The Annual Meeting will be held at the Indiana Convention Center on Thursday, September 27, 2007 at 2:00pm. NCTRC will also sponsor a meeting for CTRSs at the ATRA Annual Conference in Milwaukee, WI. The certificant's meeting at the ATRA conference is scheduled for Wednesday, September 12, 2007 at 1:00pm.

The NCTRC Annual Certificants Meeting is a valuable opportunity for NCTRC to share information regarding current activities and introduce the Board of Directors, Committees, and Staff. NCTRC has several exciting projects underway that we look forward to sharing with you. We hope that you will attend the meeting at either conference site. If you are unable to attend, please contact NCTRC with any concerns or suggestions you may have about the CTRS credentialing program. We at NCTRC look forward to seeing you at the ATRA and NTRS conferences.

# NCTRC Job Analysis

NCTRC completed its third comprehensive Job Analysis (JA) during the past year. This multifaceted study was conducted by NCTRC in consultation with Thomson Prometric, a recognized global leader in occupational testing and exam development.

The purpose of the job analysis study was to identify the tasks and knowledge that are important for competent performance by entry-level CTRSs. The study was conducted to answer two essential questions: "What are the important job tasks related to competent practice and what knowledge and skills are essential for competent performance?" The findings of the job analysis study serve as the basis of the NCTRC International Certification Exam and inform the CTRS about content areas for continuing education.

The establishment of a valid job analysis is critical to the integrity of a credentialing program and its associated exam program. The job analysis translates practice into a usable format for test development. It delineates the important tasks and knowledge deemed necessary for competent practice. A well conducted job analysis helps insure that a certification exam is job related and thus has content validity. The process directly links the content of the certification exam to field-identified important job tasks (Oltman & Rosenfield, 1997). Therefore, the job analysis process is an essential component in establishing the content validity of a credentialing exam (Standards for Educational and Psychological Testing, 1999).

## Methods

A variety of methods exist for the completion of a job analysis. The most accepted practice is to use multiple sources of job information and then check for agreement among CTRS subject matter experts. The process is enhanced by the inclusion of large numbers of subject matter experts who represent the diversity of relevant areas of expertise and practice.

Within the current study, several different sources of information about entry-level practice were considered, with the most significant being the 1997 NCTRC Job Analysis Inventory (Riley, 1997). This comprehensive inventory of 141 job related tasks and knowledge areas was reviewed by the Task Force Committee which was composed of nine CTRS subject matter experts. Members of the Task Force Committee represented the diversity of settings, populations, and levels of service found in therapeutic recreation practice across the United States and Canada. After careful analysis, the Task Force Committee modified the original job analysis inventory to reflect current practice, keeping in mind the skills necessary for competent performance and protection of the consumer.

Based upon the work of the Task Force Committee, Thomson Prometric developed a draft inventory survey, complete with rating scales and demographic questions. More specifically, the survey consisted of five (5) sections:

1. Background and General Information
2. Task Rating
3. Knowledge Rating

4. Recommendation for Test Content
5. Comments

The survey was pilot-tested using a sample of 18 CTRS subject matter experts. After minor modification, the survey was then sent to the entire population of active CTRSs (N=10,790) via email or postal mail. The survey results were used to guide the development of test specifications and content-valid examinations.

## Summary of Findings Demographics

Of the 10,790 Certified Therapeutic Recreation Specialists invited to participate in the survey, a total of 4,667 (43.3%) individuals submitted completed surveys. The largest reported job profile was that of Recreation Therapist (43.6%) in a hospital work setting (40.0%) and certified for 10 or more years (47.2%). Results by self-description indicated that respondents varied with respect to gender (female, 86.5%; and male, 13.5%), racial/ethnic background (white, 90.0%; and other, 10.0%), and age (under 35, 50.0%; and 36 and over, 50.0%). All U.S. states and most Canadian provinces were represented within the study.

Table 1  
**Summary of  
Demographic Findings**

<b>Years Certified</b>		
Less than 1 year	284	(6.0%)
1-3 years	619	(13.3%)
4-6 years	809	(17.4%)
7-9 years	752	(16.1%)
10 or more years	2199	(47.2%)
Missing	4	
<b>Current Role</b>		
Recreation Therapist	2033	(43.6%)
Recreation Therapist/Supervisor	1063	(22.8%)
Not currently employed in TR	590	(12.6%)
Recreation Therapist/Admin.	294	(6.3%)
Recreation Leader/Programmer	264	(5.7%)
Administrator	235	(5.0%)
Educator	188	(4.0%)

### Primary Population Served

Behavioral/mental health	1422	(37.0%)
Geriatric	1075	(28.0%)
Physical medicine/disabilities	842	(21.9%)
Developmental disabilities	504	(13.1%)
Missing	46	

### Primary Service Setting

Hospital	1807	(40.0%)
Skilled Nursing Facility	822	(18.2%)
Residential/transitional	548	(12.1%)
Parks/recreation organization	312	(6.9%)
Outpatient/day treatment	262	(5.8%)
Academic	168	(3.7%)
Disability support organization	144	(3.2%)
School	133	(2.9%)
Day care setting	111	(2.5%)
Private practice	95	(2.1%)
Correctional institution	83	(1.8%)
Professional organization	31	(0.7%)
Missing	151	

## Summary of Findings

### Task and Knowledge Domains

With respect to the 10 task domains and four knowledge domains, respondents were asked to rate each of the 58 job responsibilities and 73 knowledge areas using a five-point scale (0 = “no importance” to 4 = “very important”). A 2.5 importance rating criterion was established for consideration of acceptance. In summary, all of the combined 131 statements were found to be acceptable at a 2.5 level or higher.

### Summary of Findings Content Coverage Ratings

The survey participants were asked to indicate how well the statements within each of the task and knowledge domains covered important aspects of that area. These responses provide an indication of the adequacy (comprehensiveness) of the survey content.

The five-point rating scale included 1=Very Poorly, 2=Poorly, 3=Adequately, 4=Well, and 5=Very Well. The means and standard

deviations for the task and knowledge ratings are provided in Tables 2 and 3. For the task domains, the means ranged from 4.28 to 4.47. The means across the knowledge domains ranged from 4.35 to 4.48. These findings provide supportive evidence that the tasks and knowledge were comprehensive and well-covered on the survey.

### Summary of Findings Recommendations for Exam Content

The final section of the survey asked respondents to suggest the percentage of examination coverage to be allotted to each of the overall four established knowledge domains. This information was then reviewed by the Test Specification Committee as a factor in making the decision about how much emphasis (%) each knowledge domain should receive within the test content outline.

The NCTRC International Certification Exam is a Computer Mastery Test (CMT) consisting of a series of testlets (with 15 questions per testlet). The exam content was

further delineated by determining how many questions from each knowledge domain should appear within each testlet and within the total test (as needed). The final recommendations of the Test Specification Committee regarding the test content percentages are presented in Table 4.

### Job Analysis Summary

The 2007 Job Analysis results reflect an overall pattern consistent with the 1997 Job Analysis Study and other previously conducted studies regarding important aspects of therapeutic recreation practice. Although no widespread or substantial changes were observed within the 2007 study results, several subtle changes were noted.

The results of the 2007 NCTRC Job Analysis Study point to a well defined and consistently applied profession. The study findings suggest that although several areas of change have occurred, the core foundation of the profession has remained intact. As a result, the findings contained within this report provide a valid foundation for the NCTRC exam development process. The certification examination reflects this emphasis, and rests on a sound body of evidence to support its relevance to professional practice.

For a copy of the full NCTRC 2007 Job Analysis Report, visit the NCTRC website at [www.NCTRC.org](http://www.NCTRC.org).

Table 2

**Content Coverage Rating: Task Domains**

No.	Task Domains	Mean	S. D.
1.	Professional Roles and Responsibilities	4.3	0.7
2.	Assessment	4.4	0.6
3.	Planning Interventions and/or Programs	4.4	0.7
4.	Implementing Interventions and/or Programs	4.5	0.6
5.	Evaluate Outcomes of the Interventions/Programs	4.4	0.7
6.	Documenting Intervention Services	4.4	0.7
7.	Working with Treatment and/or Service Teams	4.5	0.7
8.	Organizing Programs	4.3	0.7
9.	Managing TR/RT Services	4.3	0.7
10.	Public Awareness and Advocacy	4.4	0.7

Table 3

**Content Coverage Rating: Knowledge Domains**

No.	Knowledge Domains	Mean	S. D.
1.	Foundational Knowledge	4.5	0.6
2.	Practice of TR/RT	4.5	0.6
3.	Organization of TR/RT	4.4	0.7
4.	Advancement of the Profession	4.4	0.7

Table 4  
**Test Content Recommendation  
by the Test Specifications Committee**

Content Areas	Final Percentage Recommendation	Number of Test Items (Testlet)	Number of Test Items (Total Test)
Foundational Knowledge	33.3%	5	55
Practice of TR/RT	46.7%	7	77
Organization of TR/RT	13.3%	2	22
Advancement of the Profession	6.7%	1	11
<b>Total</b>	<b>100%</b>	<b>15</b>	<b>165</b>

## NCTRC Welcomes New Board Members

NCTRC is proud to introduce three new members to its Board of Directors.

**Douglas J. Boleyn, CTRS** is the Manager of Recreational Therapy for Genesis Health System in Iowa. He possesses a BA degree in Therapeutic Recreation from the University of Northern Iowa. Doug has 15 years of professional experience primarily in the area of physical rehabilitation. He has served on several state and national committees addressing therapeutic recreation issues affecting direct practice. Doug will serve on the Board from 2007 to 2010.

**Patricia Irvin, CTRS** is employed as the Director of the Rehabilitation Services Department at Eastern State Hospital in Washington State. Patty possesses a BA degree in Recreation Administration from the University of Nebraska-Lincoln, a Masters Certificate Program in Health Services Administration from Eastern Washington University and is currently enrolled in a Masters in Public Administration program at Eastern

Washington University. Patty has over 31 years of employment in recreation therapy having served a variety of populations in various settings. Patty will serve on the Board from 2007 to 2010.

**Margaret Williams, MS, CTRS** is a Recreation Therapist Team Leader for Mental Health Services at Bryan-LGH Medical Center in Nebraska. She has 19 years of professional experience in therapeutic recreation. Margaret completed both her BS and MS degrees in Recreation and Leisure Studies with an emphasis in Therapeutic Recreation from the University of Nebraska-Lincoln. Margaret had previously served NCTRC for seven years as a member of the NCTRC Standards Hearing Committee. She will serve on the Board from 2007 to 2010.

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*If you or someone you know is interested in being considered for the NCTRC Board or a committee nomination please contact the NCTRC Elections Committee via Rebecca Brewster, Chair at (419) 520-2740 or [rbrewster@medcentral.org](mailto:rbrewster@medcentral.org); or Bob Riley, at (845) 639-1439 or [briley@nctrc.org](mailto:briley@nctrc.org).*

## Application Review and Exam Statistics

**NCTRC Exam:** A review of the October 2006, January 2007, and the May 2007 exams denote that a total of 1103 individuals participated in the NCTRC exam program. Provided below is a summary table that contains the number of candidates per exam administration and the corresponding pass rate.

Exam Date	Number Tested	Pass Rate
October 2006	434	76%
January 2007	283	70%
May 2007	386	75%

### New Applications for Professional

**Eligibility:** For the period July 1, 2006 to March 19, 2007, 597 new applications were reviewed for professional eligibility.

The number of candidates that met the NCTRC Professional Eligibility Standards and thus were eligible to sit for the NCTRC exam was 560 (94%).

**CTRS Annual Renewal:** For the period November 1, 2006 to June 30, 2007, 7086 individual CTRSs who were eligible renewed their certification (90%).

**Recertification Application:** For the period November 1, 2006 to June 30, 2007, 1147 applications for recertification were received by NCTRC. A total of 98% of the applications were approved for recertification. Approximately 3% of the individuals who applied for recertification used the exam option while the majority (97%) used the professional experience and continuing education option.

## New Procedures Streamline Application Process

The NCTRC Board approved two new procedures designed to streamline the eligibility application process. Both of the newly adopted procedures went into effect on July 1, 2007.

The first procedure involved a standards change to the Academic Path option and the requirement that all academic criteria and degree attainment must be met and verified prior to gaining eligibility to complete the NCTRC exam. The new standard now permits students to apply, register and complete the NCTRC exam prior to the completion of the academic internship and actual degree attainment. The new standard does require that applicants complete all other required coursework and be of senior level standing (90 credits), in order to be eligible to complete the exam. While the requirements to become NCTRC certified have not changed, the timetable for completion of the exam is now more readily aligned with candidates' graduation dates and should expedite their transition into the field.

The second process approved by the Board establishes a pre-application coursework review procedure for potential candidates. This new service permits individuals to submit previously completed coursework to NCTRC and to receive a formal review that officially documents acceptance by NCTRC. The new process will provide timely confirmation of accepted coursework and thus assurance to potential applicants that previously completed coursework will be accepted by NCTRC upon submission of the formal application.

Both new procedures have a \$25.00 administration fee.

# NCTRC Certification Standards: Changes, Updates and Effective Dates

The NCTRC Certification Standards serve as the official guidelines for test eligibility status and govern all requirements pertaining to certification and recertification. It is the policy of the NCTRC Board of Directors to post notice of all standard changes well in advance to effective dates. The NCTRC Board of Directors has approved the following changes to the Certification Standards.

## 1. Content Course Requirement - Increase the Required Number of TR Content Coursework to Four Courses:

EFFECTIVE DATE: DECEMBER 31, 2007

The standard pertaining to the required number of therapeutic recreation content courses will read as follows:

### *Academic Path*

*"A minimum of 18 semester or 27 quarter credit hours of therapeutic recreation and general recreation content coursework with no less than a minimum of 12 semester or 18 quarter credit hours in therapeutic recreation content. A minimum of 4 courses in therapeutic recreation is required and each course must be a minimum of 3 credit hours; AND..."*

### *Equivalency Path A & B*

*"A minimum of 18 semester or 27 quarter credit hours of therapeutic recreation and general recreation content coursework with no less than a minimum of 12 semester or 18 quarter credit hours in therapeutic recreation content. A minimum of 4 courses in therapeutic recreation is required and each course must be a minimum of 3 credit hours; AND..."*

## 2. Content Course Requirement - Increase the Required Number of TR Content Coursework Completed Prior to Field Placement:

EFFECTIVE DATE: DECEMBER 31, 2007

The standard requiring the majority of TR coursework to be completed prior to the field placement will read as follows:

*The number of required therapeutic recreation content courses that must be completed prior to the field placement is 9 semester or 12 quarter hours in therapeutic recreation.*

## 3. Field Placement Requirement - Definition of Full-time Field Placement Supervisor:

EFFECTIVE DATE: APRIL 2007

The standard pertaining to the Field Placement requirement reads as follows:

*The primary CTRS supervisor must be a full-time employee and work a minimum of 32 hours a week at the sponsoring agency.*

## 4. Recertification Requirement - Extreme Personal Emergencies at the Time of Recertification:

EFFECTIVE DATE: JULY 1, 2007

The standard pertaining to the recertification requirements reads as follows:

*NCTRC requires strict adherence to recertification application deadline dates. In the event that an individual has completed the recertification requirements but has missed the recertification deadline date due to an extenuating circumstance or emergency beyond the person's control, a 30 day extension of the application deadline may be granted based on a case by case review of pertinent documentation regarding the situation. Official documentation must verify the occurrence of the circumstance and the documented dates must confirm that the conflict occurred immediately prior to the recertification application due date.*

*(Full text of this standard change appears in the NCTRC Certification Standards, Part III, p. 10.)*

## 5. Eligibility Requirement - Academic Path - Application Prior to Degree Completion:

EFFECTIVE DATE: JULY 1, 2007

The standard pertaining to the eligibility requirements reads as follows:

*Applicants may apply for professional eligibility review after completion of the following conditions:*

- 1. Enrollment in a degree program pertaining to Therapeutic Recreation/Recreation Therapy as defined by the current NCTRC standards.*
- 2. Completion of a minimum of 90 credit hours toward degree attainment.*
- 3. Completion of all required coursework other than the field placement requirement, as*

*defined by the current NCTRC standards.*

- 4. Submission of an official academic transcript denoting the completion of the above requirements.*

*Applicants completing this option of the Academic Path application process will be awarded NCTRC certification and the CTRS certificate upon demonstration of the following:*

- 1. Successful completion of the NCTRC exam.*
- 2. Completion of a field placement experience in accordance with NCTRC Standards.*
- 3. Academic degree attainment as documented by an official academic transcript.*
- 4. Field Placement Verification form signed by the field placement supervisor.*

## 6. Eligibility Requirement - Pre-Application Coursework Review:

EFFECTIVE DATE: JULY 1, 2007

The new service that NCTRC provides reads as follows:

*The Pre-Application Coursework Review Process is designed to permit potential applicants to determine whether or not they meet current certification coursework requirements before submitting a formal application. This process will allow for early confirmation of coursework to individuals who are not certain if previously completed coursework will count towards NCTRC eligibility requirements.*

*(For further information on the application process, please visit [www.NCTRC.org](http://www.NCTRC.org) and click on New Coursework Review.)*

## 7. Field Placement Requirement - Supervisor Must Possess the CTRS Credential for One Year Prior to Supervising Interns:

EFFECTIVE DATE: JANUARY 1, 2010

The standard pertaining to the Field Placement requirements will read as follows:

*The full-time, on-site agency supervisor must be currently NCTRC CTRS certified and must possess the CTRS credential for one year prior to supervising an internship student.*



**National Council for  
Therapeutic Recreation  
Certification**

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**Christopher D. Richard, CTRS**  
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**Robin McNeal, CTRS**  
**Noelle Molloy, CTRS**  
**Fernando Reyes**  
**Bob Riley, CTRS**  
**Dyann Serravillo, CTRS**

*NOTE: All terms of office, in parentheses after each name, begin and end in April of the given year.*

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