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**National Council
For Therapeutic
Recreation
Certification**

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Welcome to NCTRC e-News!

NCTRC Recertification: Update and Overview

Whether you're a 20 year CTRS veteran or a newly minted CTRS, it is imperative to know the facts about NCTRC Recertification. However, if your five year expiration date is November 1, 2008, you should definitely be aware of the rules and regulations governing NCTRC Recertification. For those individuals who need to recertify this November, you should have already received your Recertification Application in the mail. Please remember to have your recertification application postmarked by November 1, 2008 to avoid the \$50.00 late fee. If you cannot submit your application by November 1, 2008, NCTRC does accept applications postmarked by December 31, 2008 with the submission of a \$50.00 late fee. Please be advised that NCTRC will NOT accept recertification applications after the December 31, 2008 deadline.

Here are some important Recertification reminders:

- Please do not submit Continuing Education Documents with your application. If your application is randomly pulled for audit you will be sent a letter requesting that you submit your original official documents to NCTRC.
- You can submit your recertification application online at www.NCTRC.org. Please go to [My NCTRC Login](#) for more information.
- Make a copy of the completed application and keep it for your records.
- If you mail your application by postal mail it is advisable to send it by certified, return-receipt mail.
- A letter of verification is required if your 480 hour TR work requirement is met with either part time or volunteer work.
- All continuing education hours must correspond to one of the NCTRC Job Analysis Knowledge Codes (FKW – Foundational Knowledge, PTR – Practice of TR/RT, ORG – Organization of TR/RT and ADV – Advancement of the Profession) and need to total 50 hours over the five year period.

Here are some of the ways you can acquire continuing education:

- **Hospital/Agency Education**

Many work-related educational sessions or in-services may be appropriate for recertification. (Please note: topics such as infection control, CPR, First Aid and Life Saving are not accepted.)

- **Academic Courses**

Coursework can be audited (8 hours per academic credit) or taken for credit (15 hours per academic credit). Academic courses may be taken online or through correspondence. (For a list of suggested coursework, click [Certification Standards Part I: Information for New Applicants.](#))

- **Teleconferences/Audio Seminars**

A growing number of continuing education providers sponsor teleconferences. See [Links](#) for more information.

- **Home Study Programs**

Several organizations provide continuing education via professional journal review and home study courses. Similar to many online programs, educational material can be purchased for completion over an extended time period. See [Links](#) for more information.

- **Internet**

A simple search for "continuing education" will provide many opportunities for consideration.

Many of the internet/online-based continuing education programs can be purchased for a reasonable fee.

- **Conferences**

Therapeutic Recreation, Recreation, or CE sessions in related disciplines are accepted as long as the content relates to the NCTRC Job Analysis Knowledge Areas.

Please contact NCTRC directly if you have any questions or concerns about Recertification.

Did you know ...

- As of January 1, 2010, the Field Placement Supervisor must possess the CTRS credential for one year prior to supervising interns.
- As a CTRS taking the examination for recertification you can only register for the last scheduled exam prior to your recertification expiration date.
- There are three NCTRC Standing Committees that conduct important work functions of the Council: Standards Hearing Committee, Standards Review Committee and Exam Management Committee. Each committee consists of three active CTRSs appointed by the NCTRC Board of Directors.

Please contact NCTRC at 845-639-1439 or nctrc@nctrc.org if you have any questions or concerns.

Thank you for your continued support of NCTRC and the CTRS credential.