



September/October 2013

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**National Council
For Therapeutic
Recreation
Certification**

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Welcome to NCTRC e-News!

Volunteer CTRs Needed for New Job Analysis Study

A critical step in the establishment of a valid credentialing exam program is the completion of a comprehensive Job Analysis (JA) Study. The National Commission for Certifying Agencies (NCCA) standards require that a new JA study be conducted every 5 to 10 years for occupations with moderate growth. This recommended time period is followed to ensure that the credentialing exam adequately reflects current professional practice. NCTRC will conduct its next JA Study commencing in January 2014 with the process to be completed within a six month time period.

In order to complete the JA study, NCTRC is seeking the assistance of 30 volunteer Subject Matter Experts (SME) to serve on three (3) identified committees:

1. **Task Force Committee** (12-15 members): Serve as SME to review and revise the list of tasks and knowledge areas for competent practice in TR. The JA Task Force Committee will also participate in the review of the JA survey instrument. This committee will participate in a two-day meeting in Princeton, NJ in February of 2014. (All expenses paid by NCTRC).
2. **Pilot Survey Committee** (10 members): Serve as a reviewer of the pilot JA survey. A copy of the survey will be mailed to each committee member for the purpose of ensuring that the instrument is clear, easy to follow, and reflective of TR practice. (March 2014)
3. **Test Specification Committee** (5-7 members): Serve as a member of the committee that will review the results of the JA survey and convert findings into the test specifications for the NCTRC Exam. This process will involve a two-day meeting to be held in Princeton, NJ in June of 2014. (All expenses paid by NCTRC).

Subject Matter Experts must have a minimum of three years of experience. Continuing education credit will be awarded to all CTRs who participate in the project. If you are interested in serving on any of these committees, please contact Noelle Molloy, NCTRC Credentialing Specialist at nmolloy@nctrc.org.

CTRS: The Qualified Provider of RT Services

NCTRC has initiated a new marketing campaign to promote the CTRS credential. The goal of this new campaign is to educate the healthcare community about the CTRS credential and to identify the individuals who possess the CTRS credential as the qualified providers of RT services. In an effort to maximize this strategy, NCTRC requests your help. Please share with NCTRC any organizations that you are aware of that hire non-CTRS personnel to perform recreational therapist job functions. The submissions can be sent anonymously via email, postal mail, or fax. NCTRC will mail out a marketing packet with information about the CTRS credential to all identified employers. By reaching out to these organizations, NCTRC hopes to protect the public, expand the RT field and to promote the CTRS credential.

NCTRC Recertification Deadline

Whether you're a CTRS veteran or a recently certified CTRS, it is imperative to know the facts about NCTRC Recertification. However, if your five year expiration date is December 31, 2013, you should definitely be aware of the rules and standards governing NCTRC Recertification. A

complete copy of the [NCTRC Recertification Standards](http://www.NCTRC.org) can be reviewed at www.NCTRC.org. Please submit your recertification application postmarked no later December 31, 2013 with the appropriate fee. Please be aware that the Recertification process can take from 4-6 weeks. If you are required to be certified for your employment, do not wait until the deadline to submit your application. For your convenience the recertification process can be completed on-line by visiting www.NCTRC.org and logging into [MY NCTRC LOGIN](#). Please be advised that NCTRC can NOT accept recertification applications after the December 31, 2013 deadline.

Important NCTRC 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.
- 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 has been met with either part time or volunteer work.
- All continuing education hours must be related 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 completed over the five year period.

Continuing Education: the Opportunities are Endless

- **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.
- **Teleconferences/Audio Seminars** - A growing number of continuing education providers sponsor teleconferences.
- **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.
- **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.

It's Time for the NCTRC Board Election

NCTRC will be conducting the 2013 Board of Directors Election online from November 1st to November 30th, 2013. There are two (2) open positions to be filled via this year's election. The following four (4) individuals have been nominated as the slate of candidates for this year's election:

Eileen Andreassi, MA, CTRS (NY)
Carla Carmichael, CTRS (MD)
Patti Craig, Ph.D., CTRS/L (MA)
Allyson Dedic, CTRS (FL)

Please take the time to exercise your right to vote!

Between November 1st and 30th log in to [MY NCTRC LOGIN](#) and click "Vote Online". You will be able to review information about each of the candidates by clicking "Candidate Information". Once you have selected your two (2) candidates, complete the ballot and submit it directly to NCTRC. All e-ballots will be sent anonymously to NCTRC.

If you have any questions about the election process, please contact NCTRC at (845) 639-1439.

Did you know ...

- There are CTRSs residing in more than 15 different countries
- Canada has over 300 CTRSs residing in 13 provinces and territories
- The number of CTRSs in Canada has increased over 200% in the last five years

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.