



Policy # **94001C**

Lapsed Certifications

Approved by Board: March 20, 2021

Rationale: Leaders who allow their certification to lapse by not fulfilling recertification requirements before the expiry date, may request that their certification be reinstated.

Policy: Candidates whose certification expiry is within the next immediate fiscal year.

1. Pay the applicable membership and late fees.
2. Fulfill re-certification requirements (CEC's, CPR, SFA, Evaluation(s))

Candidates whose certification expiry has been 12 to 24 months.

1. Re-do specialty evaluation(s).
2. Submit current CPR and/or SFA.
3. Fulfill outstanding CEC requirements.

Candidates whose certification expiry is over 24 months.

1. Re-do specialty evaluation(s).
2. Submit current CPR and/or SFA
3. Fulfill outstanding CEC requirements
4. On a case by case basis the individual may be required to re-write the exercise theory exam and/or the specialty exam(s).
To be determined in consultation with the ED and/or Leadership Training Committee Chair.

Effective Date: April 1, 2021

*Updated and Revised: **March 17, 2021***

*Updated and approved by Board: **July 13, 2000***

*Original date approved by Board: **??/1994***