

CFPSW Re-Certification Hours and Checklist

The following Continuing Education hours are required as part of the overall **40 CEU hours** in your credential to re-certify your credential: See specific hours listed below related to your credential:

Certified Family Peer Support Worker:

- Six (6) hours must be professional ethics and responsibilities
- Six (6) hours must be in Cultural Competency
- Remaining hours must be related to child-serving systems such as children's mental health, special education, protective services, juvenile justice services, etc.

During the COVID-19 health situation if you are having a difficult time getting CEUs due to lack of available trainings, please go to <https://bhs.nmsu.edu/programs/fpsw/> for assistance in finding eligible CEU trainings options. If needed you can notify the NMCBHP in writing to request a time extension.

Use this checklist below to complete re-certification application. Make sure you have included all of the following with your application.

Check √	The re-certification process includes submitting documentation of forty (40) hours of continued education courses and training related to your credential. The CE hours must have been accumulated during your certification period. Any missing items will delay the renewal process.
	Fill out application completely and sign it. CFPSW re-certification application form available on www.nmcbbhp.org on NM State Credentials tab, click on (Renewal Forms)
	List all training and educational events on the training summary form which includes listing (each credential has specific hours required; see list of required hours below for your credential): <ul style="list-style-type: none"> • Title of training/course; • Sponsor or NMCBBHP Approved Provider # • Date of training • Number of CE hours. • Include copies of transcripts and continuing education training certificates listed on this form (training certificates must be signed by trainer and state the number of CE hours provided for course). <p>NOTE: No more than 50% of CE hours can be from online course. If you are the trainer for a course, you can claim 25% of the approved CEs as your CEUs for renewal. *exception to this ratio allowed due to Covid-19.</p>
	Include a letter of endorsement for your renewal by your current supervisor. The letter must be signed and on agency letterhead. <ul style="list-style-type: none"> ○ If you are unemployed, provide a letter from a colleague or peer who can attest to your work in the field of peer support services, wraparound services or family peer support services.
	Include the original NMCBBHP certificate. A new certificate will be issued to you per your credential.
	Make a copy of all documents for your records. NMCBBHP will not provide you copies of your application packet or original documents.
	The application with documents for renewal can be mailed 60 (sixty) days prior to the expiration date in order to allow time for the review. It is best to get the re-certification application, copies of training certificates or letters available submitted before the certificate expires. If there are any missing training certificates or letters include a note/letter which states what is missing and/or how soon this information will be sent. The late fee will be required when the CPSW certificate is expired and must be included with the submission of the application and documents
	*During the COVID-19 health situation if you are having a difficult time getting CEUs due to lack of available trainings, please go to https://bhs.nmsu.edu/programs/fpsw/ for assistance in finding eligible CEU trainings options. If you have exhausted the training options on the NMSU website you can notify the NMCBHP in writing to request a time extension.
	EXPIRED CREDENTIAL: When your certificate is expired, you are considered non-certified and your credential will be placed on inactive status. This board must receive a completed application with required documentation and be approved within 90 days of certificate expiration date. A late fee must be included with the application certification. (Inactive status means that your credential is no longer valid until it is reinstated)

Visit www.nmcbbhp.org for requirements on the NM State Credentials page.

If you have any questions related to renewing your credential, please email us at info@nmcbbhp.org

Certified Family Peer Support Worker CEU List, please visit <https://bhs.nmsu.edu/programs/fpsw/ce/> for additional opportunities.

Agencies or Conferences Accepted

FREDLA (Family-Run Executive Directors Leadership Association)
Federation of Families For Children's Mental Health
Brass Tacs
Pacer Center Conferences and Trainings
Native American Disability Law Center Conference
Parents Reaching Out Conference
EPICS Conference
Families ASAP Trainings and Conferences
Wright's Law Conference
COPAA Conference
Head to Toe Conference
Children's Law Institute Conference
Southwest Disabilities Conference
Disability Rights Trainings and Conferences
PSRANM (For Peer and Family Ethics, Cultural Competency and any related topics listed below)

Topic Areas Accepted

Children's Mental Health or Behavioral Health Related Trainings
Wraparound related trainings
Systems of Care Trainings or Children's Mental Health Systems Trainings and Conferences
Children's Education related trainings: Special Education, IEPs, 504's, Behavior trainings, etc.
Prevention Trainings
Family Engagement Trainings
Child Protective Service, Juvenile Justice, Early Childhood, Infant Mental Health Trainings
Suicide Prevention
Mental Health First Aid
System of Care Trainings
Youth Transition Trainings
Family Leadership Trainings
Parenting Classes
Motivational Interviewing or other Mental Health Practice Trainings

Some adult oriented mental health and behavioral health trainings are allowed - but will be decided on a case by case basis and should not be more than 25% of total CEUs.