

**New Mexico Credentialing Board for Behavioral Health Professionals, Inc.**  
**P.O. Box 66405**  
**Albuquerque, NM 87193**  
**www.nmcbbhp.org**

**CPSW 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 Peer Support Worker (CPSW)**

- Six (6) hours must be of professional ethics and responsibilities
- Six (6) hours must be in Cultural Competency
- Twenty-eight (29) hours must be related to Peer Support Services; Behavioral Health and/or Social Work.

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

Check <input checked="" type="checkbox"/>	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.
	<p>As of November 1, 2020, we have moved the process for re-certification to an online application platform called Certemy. What will the new system let you do?</p> <ul style="list-style-type: none"> <li>• Our new online system will make it faster and easier for you to renew your certification.</li> <li>• Complete your renewal online, using any phone or computer 24x7.</li> <li>• You can upload and manage your certification files and documents online in a "Digital Wallet"</li> <li>• Receive email reminders that keep you on time and on task so that you never forget something</li> <li>• Receive email alerts when we have reviewed and approved your submissions</li> <li>• Receive a digital copy of the certificate upon completion.</li> </ul>
	<p>You will be able to keep track of all training and educational events on the system by completing information including the following:</p> <ul style="list-style-type: none"> <li>• Title of training/course;</li> <li>• Sponsor or NMCBBHP Approved Provider #</li> <li>• Date of training</li> <li>• Number of CE hours.</li> <li>• Upload continuing education training certificates onto Certemy (training certificates must be signed by trainer and state the number of CE hours provided for course).</li> </ul> <p><b>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.</b></p>
	<p>You will invite your supervisor through the system. The supervisor will provide and upload a letter of endorsement for your renewal. The letter must be signed and on agency letterhead.</p> <ul style="list-style-type: none"> <li>○ If you are unemployed, contact the board at <a href="mailto:info@nmcbbhp.org">info@nmcbbhp.org</a> on how to submit a letter.</li> </ul>
	<p>Upload your current certificate into the system as proof of you credential. A digital copy of your certificate will be available on the system when your renewal application is approved</p>
	<p>The late fee will be required when the CPSW certificate is expired and must be paid to the board at <a href="http://www.nmcbbhp.org">www.nmcbbhp.org</a> on the Fees page. You must email the board for request assist in how to submit application and all required documents and the original certificate.</p>
	<p><b>EXPIRED CREDENTIAL:</b> 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)</p>

Visit [www.nmcbbhp.org](http://www.nmcbbhp.org) for more information  
**If you have any questions related to renewing your credential, please email us at [info@nmcbbhp.org](mailto:info@nmcbbhp.org)**

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## **Certified Peer Support Worker (CPSW)**

### **Acceptable CE Providers and courses for re-certification**

- The following providers and courses for the forty (40) CE's will be accepted for CPSW re-certification, which includes: Six (6) hours of Cultural Competency, Six (6) hours of Ethics in professional ethics and responsibilities and remaining hours must be in Peer Support Services; Behavioral Health and/or Social Work.
- Depression and Bipolar Support Alliance ([www.dbsalliance.org](http://www.dbsalliance.org)) – Peer-centered conferences and training services;
- Institute for Recovery & Community Integration ([www.mhrecovery.org](http://www.mhrecovery.org)) – Offers Peer Support trainings; <http://www.mhrecovery.org/continuing-education1/>
- Life Link Training Institute ([www.litraininginstitute.org](http://www.litraininginstitute.org)) – Workshops and training sessions held at the facility in Santa Fe;
- Magellan Health Services <http://www.magellanprovider.com/education/ceus-and-cmes.aspx>) – Provides online training for behavioral health providers;
- National Association of Peer Specialists ([www.naops.org](http://www.naops.org)) – links to several entities that offer peer specialist training and the annual NAPS conference;
- New Mexico Credentialing Board of Behavioral Health Professionals trainings and links to training; <http://www.nmcbhbp.org/ceu-provider.html>
- New Mexico Highlands University ([www.nmhu.edu](http://www.nmhu.edu)) – online classes, as well as onsite classes at Las Vegas and Albuquerque campuses; <http://www.nmhu.edu/current-students/undergraduate/social-work/continuing-education-workshops/>
- [University of New Mexico Continuing Education](http://www.unm.edu/continuing-education) Dept. offers substance abuse studies training programs
- Mental Health America (<http://www.mentalhealthamerica.net/>) – National conference provides opportunities to strengthen wellness through advocacy and education;
- CEQUICK.COM – NM Alcohol & Drug Counseling hours; [www.CE4LESS.COM](http://www.CE4LESS.COM) – Social Work CEUs;
- Relias/Academy: Social Work Professional Courses: <https://mha.academy.reliaslearning.com/>
- Psychosocial Rehabilitation Association of New Mexico annual conference: <http://psranm.com/>
- Free State Social Work LLC <https://www.freestatesocialwork.com/?cat=11>
- NM Opioid SOR <https://kessjones.com/nmopioidhub/>
- [Office of Peer Recovery and Engagement](http://www.opre.org) (OPRE) provides some free training and/or available training around the state. Sign up for the [newsletter](http://www.opre.org/newsletter) to get this information.
- [Indian Health Services](http://www.indianhealthservices.org) (IHS) provides ethics and behavioral health training
- Peer Recovery Center of Excellence: (website under construction) [www.PeerRecoveryNow.org](http://www.PeerRecoveryNow.org)

Any training and/or provider not on this list will be considered non-approved hours through NMCBBHP and the following will apply to those hours: The review committee of NMCBBHP, Inc. will review other credible, documented credential related continuing education hour event (including conferences) on a case-by-case basis for approval. There will be charge of \$5 per credit to review education contact hours earned through a non-approved NMCBBHP provider.

We will not accept certificates of attendance that have no CE hours provided, no name of attendee or without a signature from attendee or trainer. Refer to the checklist for assistance in completing your CPSW renewal. **Email [info@nmcbhbp.org](mailto:info@nmcbhbp.org) for more information**