



**COLORADO
PEER AND
FAMILY
SPECIALIST
CREDENTIAL**



WHY DO I WANT THIS CREDENTIAL?

- ✓ Recognition that peers are key for delivery of behavioral health services
- ✓ Ability for peers to achieve and maintain a professional credential
- ✓ Opportunity for skill and career development
- ✓ Ensures employed peers meet certain standards for experience and training
- ✓ Potential implications for Medicaid
- ✓ Ensures competency standards for the profession
- ✓ Requires adherence to an ethical code

YOUR TEAM

IC&RC Peer Credential	<ul style="list-style-type: none"> ✓ Authorized the Colorado Board to issue the credential ✓ Provides minimum experience and training standards for a peer and family specialist credential ✓ Develops and administers the exam ✓ Facilitates reciprocity between member boards
Colorado Providers Association	<ul style="list-style-type: none"> ✓ Authorized as IC&RC's member board in Colorado ✓ Administers the Colorado Peer and Family Specialist credential, including providing administrative staff, providing insurance and managing finances
CPFS Certification Board	<ul style="list-style-type: none"> ✓ Determines any Colorado specific standards ✓ Determines application process ✓ Reviews applications ✓ Issues Colorado Peer and Family Specialist credential

COLORADO CREDENTIAL STANDARDS

High school diploma or jurisdictionally certified high school equivalency				
Lived Experience in behavioral health				
<p>60 training hours specific to the following IC&RC domains (see detailed domains on pages 4 and 5 of this document):</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Advocacy – 10 hours (Including Whole Health)</td> <td style="width: 50%;">Recovery/Wellness Support – 10 hours (Including Trauma Informed Care, Substance Use, Mental Health)</td> </tr> <tr> <td>Mentoring & Education – 10 hours (Including Family Support)</td> <td>Ethical Responsibility – 16 hours (Including Cultural Sensitivity)</td> </tr> </table> <p>Additional Colorado subject areas may include a combination of the following: Trauma Informed Care, Cultural Sensitivity, Whole Health, Substance Use, Mental Health and Family Support as designated above to each IC&RC domain</p>	Advocacy – 10 hours (Including Whole Health)	Recovery/Wellness Support – 10 hours (Including Trauma Informed Care, Substance Use, Mental Health)	Mentoring & Education – 10 hours (Including Family Support)	Ethical Responsibility – 16 hours (Including Cultural Sensitivity)
Advocacy – 10 hours (Including Whole Health)	Recovery/Wellness Support – 10 hours (Including Trauma Informed Care, Substance Use, Mental Health)			
Mentoring & Education – 10 hours (Including Family Support)	Ethical Responsibility – 16 hours (Including Cultural Sensitivity)			
500 hours of volunteer or paid work experience specific to the IC&RC domains over at least 6 months				
25 hours of supervision specific to the IC&RC domains which may include group and/or individual supervision				
Sign a code of ethics statement				
During the grandparenting period of 90 days, peers currently working will not need to pass an exam. After the grandparenting period, all new candidates must pass an exam.				
20 hours of continuing education earned every 2 years, including 6 hours of ethics is the minimum required for IC&RC recertification. Colorado is still reviewing this requirement and in the future it may change.				



CPFS Certification

Contact Information:

www.coprovidersassociation.org

Email: copacert@gmail.com

Phone: (303) 551 7339



CREDENTIALING PROCESS

During Grandparenting Period	After Grandparenting Period
1) Applicant pays application fee and submits completed application at http://co.certflow.net	1) Applicant pays application fee and submits completed application at http://co.certflow.net
2) COPA directed staff determine whether the application is complete and sufficient for review	2) COPA directed staff determine whether the application is complete and sufficient for review
3) Credentialing Board evaluates the application and determines whether an applicant will be certified	3) Credentialing Board evaluates the application and determines whether applicant is eligible for exam
4) If approved, applicant will be certified	4) Staff works with applicant to schedule exam
	5) Applicant takes exam and either passes or fails
	6) If exam passed, applicant will be certified

DOCUMENTS/ITEMS NEEDED TO PREPARE FOR THE APPLICATION

- √ Formal Education Information - high school degree/GED or higher
 - ~ Name of institution
 - ~ Date of graduation
 - ~ Electronic copy of diploma to upload
- √ 60 training hours specific to the attached IC&RC domains.
 - ~ Name of training (s)
 - ~ Name of organization providing the training (this will be your source for future trainings by the same organization)
 - ~ Dates of training
 - ~ Hours completed
 - ~ Hours applied to each IC&RC domain
 - ~ For each training you will need to upload a certificate of completion with name of training and dates attended. There are other methods of proving that you have attended a training if you don't have the certificate
- √ 500 hours of volunteer or paid work experience specific to the IC&RC domains over at least 6 months
 - ~ Name of organization (s) for each timeframe
 - ~ Number of hours completed in each domain
 - ~ These hours will be verified in the supervision section of the application by the identified supervisor
- √ 25 hours of supervision specific to the domains (group and individual supervision can be used)
 - ~ Name of organization (s) for each timeframe - should correspond to volunteer/work experience
 - ~ Number of hours of group and /or hours of individual supervision completed for each domain
 - ~ Name of supervisor, email, phone # for each timeframe . Once you have entered an email address, an email will be sent to your supervisor to verify both your experience and supervision
- √ Lived experience description that informs the board what your lived experience is and what it has meant to you
- √ Review and sign the Code of Ethics



Coming together is a beginning. Keeping together is progress. Working together is success.
Henry Ford

LIVED EXPERIENCE IS DEFINED AS

The applicant has a personal history of drug or alcohol addiction and is engaged in recovery, and/or
 The applicant has a personal diagnosis (experience) of a mental health condition and is engaged in recovery, or
 The applicant has personally provided care to a child, youth or adolescent with a drug or alcohol addiction or mental health condition

APPLICATION WEBINAR & PROGRESS INDICATORS

There is a webinar that can help you fill out the application. It can be found at www.coprovidersassociation.org or at www.co.certflow.net. It will help you navigate the specifics of the process and guide you through the screens. There is a dashboard in the application that tracks your progress through the application. Please see the webinar for an example of this process.
<https://attendee.gotowebinar.com/register/877061117950449153>

Applicants are able to start an application immediately during the marketing period starting 9/17/16. The official grandfathering period is 1/9/2017 through 4/9/2017. To start the application process, please go to the following website:

<http://co.certflow.net>

IC&RC EXAM INFORMATION

- ✓ Applicant schedules exam after board authorization
 - ✓ 6 month test window after authorization
- ✓ Computer-based exam administered around the state
- ✓ Fees paid by the board for initial exam, subsequent exams will have to be paid for by the applicant
 - ✓ 75 questions + 10 pre-test questions
 - ✓ 2 hours to complete
- ✓ Special accommodations may be available

COSTS TO THE APPLICANT

During the Grandparenting Period: Total of \$200

- ✓ \$50 to start an application (Note: an application can be saved and worked on at a later date)
- ✓ \$150 to complete an application— must be completed by the end of the Grandparenting period, 4/9/2017

After the Grandparenting Period: Total of \$295

- ✓ \$50 to start an application (Note: an application can be saved and worked on at a later date)
- ✓ \$245 to complete an application— must be completed within a year of starting the application

Renewal of a certification every 2 years: Total of \$200

- ✓ \$200 to renew an application every 2 years

All fees nonrefundable: PayPal, Credit Cards, Checks & Money Orders are accepted

IC&RC DOMAINS

ADVOCACY

- √ Relate to the individual as an advocate
- √ Advocate within systems to promote person-centered recovery/wellness support services
- √ Describe the individual's rights and responsibilities
- √ Apply the principles of individual choice and self-determination
- √ Explain importance of self-advocacy as a component of recovery/wellness
- √ Recognize and use person-centered language
- √ Practice effective communication skills
- √ Differentiate between the types and levels of advocacy
- √ Collaborate with individual to identify, link, and coordinate choices with resources
- √ Advocate the multiple pathways to recovery/wellness
- √ Recognize the importance of a holistic (e.g., mind, body, spirit, environment) approach to recovery/wellness.

ETHICAL RESPONSIBILITY

- √ Recognize risk indicators that may affect the individual's welfare and safety
- √ Respond to personal risk indicators to assure welfare and safety
- √ Communicate to support network personal issues that impact ability to perform job duties
- √ Report suspicions of abuse or neglect to appropriate authority
- √ Evaluate the individual's satisfaction with their progress toward recovery/wellness goals
- √ Maintain documentation and collect data as required
- √ Adhere to responsibilities and limits of role
- √ Apply fundamentals of cultural competency
- √ Recognize and adhere to the rules of confidentiality
- √ Recognize and maintain professional and personal boundaries
- √ Recognize and address personal and institutional biases and behaviors
- √ Maintain current, accurate knowledge of trends and issues related to wellness and recovery
- √ Recognize various crisis and emergency situations
- √ Use organizational/departmental chain of command to address or resolve issues
- √ Practice non-judgmental behavior

IC&RC DOMAINS

MENTORING AND EDUCATION

- √ Serve as a role model for an individual
- √ Recognize the importance of self-care
- √ Establish and maintain a peer relationship rather than a hierarchical relationship
- √ Educate through shared experiences
- √ Support the development of healthy behavior that is based on choice
- √ Describe the skills needed to self-advocate
- √ Assist the individual in identifying and establishing positive relationships
- √ Establish a respectful, trusting relationship with the individual
- √ Demonstrate consistency by supporting individuals during ordinary and extraordinary times
- √ Support the development of effective communication skills
- √ Support the development of conflict resolution skills
- √ Support the development of problem-solving skills
- √ Apply principles of empowerment
- √ Provide resource linkage to community supports and professional services

RECOVERY/WELLNESS SUPPORT

- √ Assist the individual with setting goals
- √ Recognize that there are multiple pathways to recovery/wellness
- √ Contribute to the individual's recovery/wellness team(s)
- √ Assist the individual to identify and build on their strengths and resiliencies
- √ Apply effective coaching techniques such as Motivational Interviewing
- √ Recognize the stages of change
- √ Recognize signs of distress
- √ Develop tools for effective outreach and continued support
- √ Assist the individual in identifying support systems
- √ Practice a strengths-based approach to recovery/wellness
- √ Assist the individual in identifying basic needs
- √ Apply basic supportive group facilitation techniques
- √ Recognize and understand the impact of traumas