



OFFICIAL POLICY

CERTIFICATION/ RECERTIFICATION PROCESSING DURING COVID-19

Section:	Certification	Policy Number:	05-17
Effective Date:	03/16/2020	SOP:	
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PURPOSE:

To define the Academy's role in providing certification/recertification notification during the COVID-19 pandemic period.

PROCESS:

Initial Certification

As the global outbreak of COVID-19 continues to spread, the Academy understands that agency's will be experiencing staff and resource shortages. During this health crisis, the Academy will make every effort to manually provide the following until formal processing, printing of certificates, and official provision of examination results including:

1. Within one week of receiving the course materials, the Academy will provide the student and/or the designated center manager, the pass/fail status of each student. Percentage scores will be provided if possible.
2. In the event of a failed score, retests are available and the Academy will make every effort to accommodate retests via the online retest scheduler.

Recertification applications

The Academy considers that an individual previously certified, is reasonably still qualified to perform EMD/EPD/ECN duties for a reasonable period of time during this health crisis. The Academy continues to stand

behind the correct use of the current version of the protocol. During this health crisis, the following will apply to members or agency's with an expiration of February 29, 2020 – August 31, 2020:

1. Academy will extend the recertification grace period six months as needed in order to give agency's leeway with staff expiration concerns and resource shortages.
2. Due to the volume of expiring members, individual expiration dates will not be changed.