



## ***Entry Level Provisional Certification***

The CYC certification represents the highest standard for professional recognition in the child and youth care industry. The multi-tiered system provides a pathway for professional development sanctioned by the CYC professional community that guides competence demonstration across a practitioner's career. The Entry level provides an avenue for a practitioner to begin documenting their experience, education, training, and competence using a widely recognized, transportable credential. The provisional certification allows part-time practitioners to become certified typically within their first 4 months of practice after they have completed orientation and basic training.

Entry Level Provisional Certification is available for practitioners who meet all of the certification requirements for Entry Level with the exception of experience.

The Entry Level Provisional Certification can be granted to individuals who have:

- documented employment in the child and youth work field for a minimum of 200 hours;
- documented completion of at least 8 hours training in guidance and/or behavior management techniques completed within one (1) year of applying for certification and at least 3 hours training in ethics which includes information on the Standards for Practice of North American CYC Professionals;
- passed the Entry Level certification exam;
- submitted an application for Provisional Entry Level Certification;
- submitted two colleague references and one supervisor reference as outlined in the certification application process;
- belong to a recognized professional association related to children, youth and families;
- agree to abide by the Standards for Practice of North American CYC Professionals;
- paid the testing fee and application processing fee;
- met criminal history eligibility requirements that allow a practitioner to work with children, youth and families in the state where (s)he is employed.

Provisional Certification is in effect for 2 1/2 years (30 months) following approval. It is assumed that during this period the practitioner will be working in the field gaining necessary hours of experience.

Applicants who have completed college and university coursework in a degree program which includes courses relevant to the Competencies for Professional CYW Practitioners can count field placement hours as part of their employment history. Participation in practicum and field placement courses can be counted when the transcript reflects a passing grade, when the experience reflects direct practice with children and youth, and on an hour-by-hour basis.

Recommendations written by the practicum or field placement instructor will be accepted as meeting requirements of a colleague or supervisor references.

Before the end of the 2 1/2 year period, the Entry Level Provisional Practitioner must complete the application process for full certification by submitting:

- documentation of adequate work experience (amount depends on education/credential attained up to 2000 hours);
- continuing education hours received after the date of initial award of the Provisional Certification; the number of hours will be 15/hr per year and will be prorated for any periods less than a year (1.25 class hours per month). Continuing education must include content in at least 2 of the 5 certification competency domains.
- evidence of current professional association membership;
- one Supervisor Reference completed by the current supervisor attesting to performance during the provisional certification period and recommending certification.
- payment of a \$35 application processing fee.

Upon receipt and verification of these items, full certification will be granted.

Continuing education hours approved as part of an Entry Level Provisional Certification can be credited as part of an application at the Associate (CYC-A) or Professional Level (CYC-P). The hours are approved and do not need to be resubmitted or reapproved.