

# NCTRC Overview and Certification Program

*Presented by:*

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National Council for Therapeutic  
Recreation Certification®

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# Learning Objectives

1. Upon completion of this session, participants will be able to describe the certification standards for Professional Eligibility and Specialty Certification.
2. Upon completion of this session, participants will be able to describe the NCTRC standards for recertification.
3. Upon completion of this session, participants will be able to describe how the results of the NCTRC Job Analysis Study relate to the standards.

# NCTRC's Mission

“To protect the consumer of therapeutic recreation services by promoting the provision of quality services by NCTRC certificants.”

# NCTRC Certification Provides for Protection of the Public

- Recognized standards ensure qualified practitioners (CTRS is recognized as the benchmark of safety)
  - Provide on-line verification services of all active CTRSs
  - NCTRC has an effective peer disciplinary process
  - NCTRC serves as national clearing house for all disciplinary cases
  - NCTRC is accredited by the National Commission for Certifying Agencies (NCCA)
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# Where Do NCTRC Certification Standards Come From?

- The TR Profession - NCTRC Job Analysis Study
- Accreditation Standards - National Commission for Certifying Agencies (NCCA) of ICE

# How Do Certification Standards Change?

- NCTRC Board of Directors - Decision Makers
    - NCTRC Staff Support Professionals in Meeting Certification Standards
  - Data, Data, Data
    - Applications
    - Job Analysis
    - Exam Pass Rates
  - Communication to the Field
    - New Standard is More Stringent – 2 years unless impacts university curricula, then it's announced 4 years prior
    - New Standard is More Easily Met – Immediate
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# Job Analysis

“...delineates the important tasks and knowledge deemed necessary for competent practice.”  
(ICE)

# Job Analysis

- Conducted in 1987, 1997, 2007 and 2014
- Basis for National Certification Exam and model used to define TR/RT practice by NCTRC
- Informs the CTRS about content areas for continuing education
- Identifies knowledge and skills necessary for CTRS competent practice



# Job Tasks of the CTRS

- Professional Relationships and Responsibilities
- Assessment
- Plan Interventions and/or Programs
- Implement Interventions and/or Programs
- Evaluate Outcomes of the Interventions and/or Programs
- Document Intervention Services
- Treatment Teams and/or Service Providers
- Develop and Maintain Programs
- Manage TR/RT Services
- Awareness and Advocacy

# Knowledge Areas

- Foundational Knowledge (FKW)
- Assessment Process (ASP)
- Documentation (DOC)
- Implementation (IMP)
- Administration of TR/RT Service (ADM)
- Advancement of the Profession (ADV)

# Gaining Professional Eligibility

To become a CTRS, you must first be awarded professional eligibility and pass the NCTRC Exam

- Professional Eligibility is awarded to those individuals who meet the Certification Standards
- Awarded for a five-year period
- Each year an annual fee is required to maintain professional eligibility

# Professional Eligibility

- Academic Path
- Equivalency Path A
- Equivalency Path B

# Academic Path

- Baccalaureate degree or higher from an accredited college or university
- A major in TR or a major in recreation with an option in TR/RT
- TR/General Recreation Content Coursework
- Support Coursework
- Internship

# Content Coursework: TR/General Recreation

- Total of 18 semester/24 quarter hrs. of TR/General Recreation content coursework with no less than a minimum of 15 semester/20 quarter hrs. in TR/RT content
  - 2 of the TR courses may be taught by applicant as FT educator
- Minimum of 5 courses in TR/RT is required
- Each course must be a minimum of 3 hrs.

# Support Coursework

- Total of 18 semester/24 quarter hrs.. with a minimum of:
  - ✓ 3 hrs.. in Anatomy and Physiology
  - ✓ 3 hrs.. in Abnormal Psychology
  - ✓ 3 hrs.. in Lifespan Development
- The remaining hours must be in Social Sciences and Humanities



# Internship Standards

- Minimum of 560 hours, 14 consecutive weeks
- Full-time, on-site agency supervisor must be an active CTRS (Academic Supervisor also a CTRS)
- Must receive academic credit for the internship as verified by the official transcript
- Internship must be completed after the majority of required TR/General Recreation coursework

# Internship Standards

## Highly Structured

- Based on the TR process as defined by the NCTRC Job Analysis
- The internship program should be well established at the agency
- Existence of primary supervisor

# Internship Standards

## CTRS Supervisor Involvement

- Must be employed **full time**, on-site by the agency (30 hours per week)
- Job duties must be at least 50% in TR/RT
- Direct and immediate supervision (consistent basis, coordinates secondary supervision and completes evaluations)
- Active CTRS on the first day of internship and for one year prior to supervising

# Internship Standards

## Nature of Experience

- No less than 20 hours per week
- No more than 45 hours per week
- Must be completed for no less than 14 consecutive full weeks
- The experience must take place at one agency
- Experiences at two different sites may be accepted if within same agency

# Equivalency Path A

- 18 sem./24 qtr. hrs. of TR/General Recreation content coursework with a minimum of 15 sem./20 qtr. hrs.. in TR/RT content. Each course must be a min. of 3 hrs.  
(2 of the TR courses may be taught by applicant as FT educator)
- 24 sem./32 qtr. hrs. of Support courses in the content areas of Social Sciences and Humanities
- Minimum 5 yrs. of FT, paid experience in TR services that uses the TR process as defined by the current NCTRC Job Analysis Study.  
3 yrs. of FT, paid experience in TR services that uses the TR process as defined by the current NCTRC Job Analysis Study IF you possess a grad degree or higher in TR

# Equivalency Path B

- 18 sem./24 qtr. hrs.. of TR/General Recreation content coursework with a minimum of 15 sem./20 qtr. hrs.. in TR/RT content. Each course must be a min. of 3 hrs.
  - 2 of the TR courses may be taught by applicant as FT educator
- 18 sem./24 qtr. hrs. of supportive coursework including:
  - 3 hrs. in Anatomy and Physiology
  - 3 hrs. in Abnormal Psychology
  - 3 hrs. in Lifespan Development
- The remaining hours must be in Social Sciences and Humanities
- Minimum 1 yr. FT, paid experience in TR services that uses the TR process as defined by the current NCTRC Job Analysis Study within the past 5 years; under the supervision of a CTRS

# Maintaining Your CTRS Credential

- Annual Renewal
  - Annual Maintenance Application
  - Annual Fee
- Recertification
  - Application at the end of 5 years
  - Review of Recertification Options



# Recertification Process

Option 1: Continuing Education and Professional Experience

Option 2: Re-examination

# Continuing Education Documents

- Original Documents
  - Name
  - Date
  - Title of course or program
  - Credit hours
    - 1 Contact Hour = 0.1 CEU
    - 50 hours required
  - Content related to Job Analysis Knowledge Areas
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# Continuing Education Options

- Professional Publications
- Professional Presentations
- Internship Supervision
- Academic Courses
- Some CE offered at your facility may count (Note: min 1 hr., JA related content)

# Option 1: CE + Professional Experience

- **CE Required:** 50 hours
- **Professional Experience:** Minimum of 480 hours of TR professional experience within five year certification cycle
- NCTRC looks for evidence of the therapeutic recreation professional experience as defined by the NCTRC Job Analysis Task Areas.
  - Professional Service Experience
  - Volunteer Professional Experience

# Option 2: Re-examination

Submit Exam Registration Form, Recertification Application & Fee for the exam prior to Recertification Due Date

- **Passing score** is needed for Recertification
- A **failing score** means you will lose your credential and you will need to take the exam for re-entry to regain your credential

# NCTRC Specialty Certification

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# Purpose of Specialty Certification

Acknowledge the CTRS whose practice has reached an advanced professional level, and to provide formal recognition of competence beyond the CTRS credential.

Provides an additional level of assurance to patients, consumers, and employers regarding the delivery of quality recreation therapy and therapeutic recreation services.



# Rationale for Specialty Certification

- Provide incentive for CTRS to advance Professional Competence
- Develop areas of “Specialization” within TR/RT
- Improve level of CEU offerings at conferences
- Build critical mass of graduate-level certificants

# Professional Areas of Recognition

- Physical Medicine/Rehabilitation
- Geriatrics
- Developmental Disabilities
- Behavioral Health
- Community Inclusion Services

# Paths to Specialty Certification

Two options available to apply for specialty certification:

- Specialty Certification Path A
- Specialty Certification Path B

# Specialty Certification – Path A

- CTRS active status.
- Completion of five (5) years of full-time professional therapeutic recreation experience within a designated specialty area.

# Specialty Certification – Path A

- 75 continuing education hours
  - includes a minimum of three (3) professional certificate trainings within the designated specialty area.
  - Each professional certificate training must be a minimum of six (6) CE hours.
  - The CE hours must be completed during the five year period prior to application.
- Submission of two (2) professional references:
  - peer professional
  - recent employment supervisor

# Specialty Certification – Path B

- CTRS active status
- Completion of one (1) year of full-time professional therapeutic recreation experience within the designated specialty area
- Graduate Degree in TR/RT

# Specialty Certification – Path B

- Completion of nine (9) graduate-level credit hours within the designated specialty area
- Submission of two (2) professional references:
  - peer professional
  - recent employment supervisor



# Initial Application Process

- Submit initial application at any time during the five (5) year CTRS recertification cycle
- When SC is approved, the SC recertification cycle will be aligned with the current CTRS recertification cycle.

# Specialty Recertification

- Required every 5 years.
- Submitted same time as CTRS recertification.
- Successful completion of specialty recertification will result in automatic recertification of the CTRS credential.
- Specialty Recertification Application must be submitted by the due date of the five year certification cycle.

# Specialty Recertification

- CTRS active status
- **Professional Work Experience:** minimum of 1,000 hours of paid therapeutic recreation professional employment in the given specialty area during the previous five (5) year cycle:
  - Direct Service Provider
  - Supervisor
  - Administrator
  - Consultant

# Specialty Recertification

- 50 continuing education hours within the designated specialty area.
  - professional conferences, workshops, symposia and seminars, authoring professional publications, giving professional presentations, and completing academic courses.
  - continuing education experiences must be specific to the given designated specialty area.
  - same as recertification continuing education interpretive guidelines.

# Specialty Recertification

- Complete 2 of 4 Professional Advancement Activities:
    - NCTRC Internship Supervision
      - Sponsor two separate internships
    - Publications and Research
      - Author peer reviewed publication or
      - Serve as identified investigator
    - Presentations
      - Present three separate and different peer reviewed presentations
    - Academic Credit
      - Complete six semester hours of graduate coursework
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# NCTRC News/Updates

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# NCTRC News/Update

- Board of Directors
  - Standing Committees
  - Standards Update
  - Marketing
  - Nominations and Elections
  - Accomplishments
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# NCTRC News/Update

## **Executive Committee**

Eileen Andreassi, CTRS (2014-2017) Chair

Colleen Cooke, CTRS (2016-2019) Chair Elect

Wayne M. Pollock, CTRS (2015-2018) Treasurer

Donna Gregory, CTRS (2014-2017) Employer Rep, Secretary

Carla Carmichael, CTRS (2014-2017)

Duane "Red" Jensen, (2015-2018) Consumer Rep

Diane P. Wagner-Heffner, CTRS (2015-2018)

Missy Armstrong, CTRS (2016-2019)

Melissa Zahl, CTRS (2016-2019)



# Standing Committees

- **Standards Review Committee** - Reviews New Applicant Appeals, Disciplinary cases, and Trademark requests
- **Standards Hearing Committee** - Reviews CTRS Recertification Appeals
- **Exam Management Committee** - Maintains NCTRC Exam

# Standards Updates

2015

- Full-time Employment Requirement changed to 30 Hours per Week
- Academic Path - Two (2) of the required therapeutic recreation courses may be taught by the applicant as a full-time educator.

2016

- NCTRC no longer requires use of the Internship

Verification Forms

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# Marketing of the Credential

- Attendance at National and Regional Conferences
- Outreach to International Markets
- Available Marketing & PR Materials
- Educator Broadcasts
- CTRS Advocacy
  - NCTRC continues to respond to legislative issues regarding licensure
  - Board Ambassador Program

# Nominations and Election

- Nominations – If interested in running for a Board position, contact the office
- Election of the two new Board members occurred November 1-30
- Committee Appointments
- Ad hoc Committees (Translation)

# Accomplishments

- Board Ambassador Program
- Translation of NCTRC Standards (French and Spanish)
- Release of New Marketing Materials
  - It's Time to Set Yourself Apart
  - Revised Student Internship Guide
  - 30 and 35 Year Recognition Pins
- Enhanced Online Experience Coming in Spring 2017
- CEU Pre-Approval
  - ATRA TR Sponsored CEUs
  - TR/Non TR Organizations
  - Individual CEU pre-approvals

# Thank you!

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