



December 2020

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From the CEO:



December brings us to the spirited season that for many, signifies the birth of a poor child in a stable more than 2000 years ago.

At the same time, it's hard to focus on festivities when a global pandemic has significantly impacted each and every one of us.

A sense of weariness hangs over many of us as we wrap up 2020. Health concerns and financial worries

dominate our minds. Separation from families and friends makes our hearts weary. Fortunately, the new year brings hope of renewal and recovery.

National Certification Council for Activity Professionals
National Center for Montessori and Aging, 3015 Upton Drive, Suite 103, Kensington, MD 20895
Phone: (757) 552-0653 | Email: info@nccap.org

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My Christmas Wish for each and every Activity Professional is for you to know that you are essential and may you feel the value and worth of the person-centered services you offer.

Maintaining gratitude for all you do to ensure the quality of life for those in your care.

With sincere best wishes,

Peter Illig, NCCAP CEO

National Exam Update



The NCCAP National Exam is offered via approved test centers and remotely. A vast majority of test candidates are now choosing the remote method with success. However, if you choose this method, there are very specific guidelines that have to be met. The following are some reminders regarding the national exam:

-When choosing the remote option, please read the criteria carefully and ensure your system is working BEFORE your test date and time. There is a sample test that will allow the test candidate to practice and ensure all systems are working. If the candidate waits until just before their scheduled time to test their system, it adds stress to an already stressful situation if the candidate runs into difficulties.

-When choosing the remote option, it is best to take the test in a home setting. Candidates have had difficulty at work because of work setting firewalls. It is recommended that Google Chrome be utilized as the browser when taking the exam.

-When choosing the remote setting, you cannot leave the room, no one can come into the room and the test candidate cannot look at their phone while taking the exam.

-Prior to taking the exam, the student must have their test approval letter and their ID printed and ready to show the proctor or the test center. The name on the ID must match what has been sent into Prometric.

-There is a 90-day window to take the exam. If the candidate does not take the exam within the 90-day window, the fee paid will be forfeited.

Feel free to email info@nccap.org with any questions you may have.

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Texas Consortium for Therapeutic Recreation/Activities Announcement



The State of Texas clarifies that only CTRAC and NCCAP's MEPAP and Certification meet requirements to be an Activity Director.

There are notifications being sent out related to coursework that may confuse your decision making related to being certified in the State of Texas to work as an Activity Director.

There are 2 certifying organizations specifically endorsed in the Texas Administrative Code (TAC) to certify/credential Activity Directors. CTRAC & NCCAP.

Both CTRAC and NCCAP have qualifying endorsed coursework to meet the certification requirements. I can speak for the CTRAC requirements. CTRAC requires CTRAC I and CTRAC II for a total of 384 hours to sit for the exam. This path certifies you as an Activity Director if you pass the exam. There is also a path to sit for the CTRAC exam by taking the NCCAP MEPAP courses that provides you a conditional CTRAC certification. (SEE CTRAC Website - Professional Development for more details)

Coursework with fewer hours means coursework that does not adequately equip you with the bodies of knowledge needed to be approved to sit for the exam. It is unlikely you would pass the exam. To be certified/credentialed means that it has been determined you have a baseline of knowledge to be able to provide Activity Director services in a thoughtful and prescriptive manner while protecting consumers.

To emphasize, there are 2 certifying/credentialing organizations specifically endorsed in the Texas Administrative Code (TAC) to certify/credential Activity Directors. NCCAP & CTRAC. Be alert to coursework options presented and determine whether or not they meet the requirements to be able to sit for the exams that will credential /certify you to provide services as an Activity Director in Texas.

Karen Sams TRS/TXC, CTRS
Chair of the CTRAC Board

Engagement Certifications

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NCCAP's **Memory Care Validation Certification Course** starts on Jan 1, 2021! Enroll now by going to <https://www.nccapacademy.org/memorycarevalidation>

There are also several classes scheduled for the **Montessori Home Engagement Course** starting on Jan. 6, 2021. Get more information at <https://www.nccapacademy.org/montessorihomeengagement>

Go to the new Facebook page "**Engagement Powered by NCCAP**" and check out the latest news regarding our courses for Engagement at <https://www.facebook.com/nccapengagement>

NCCAP CERTIFICATION

In 1986 the National Association of Activity Professionals (NAAP) created NCCAP as the official credential of the Activity Profession. Based on CMS F658, NAAP establishes Professional Standards of Practice and requiring the Modular Education Program for Activity Professionals (MEPAP) for NCCAP Certification. For over 30 years, NCCAP Certification has been the Gold Standard for life-enriching activities. NCCAP is the only certification that meets the credentialing standards of ICE and NCCA.



NCCAP offers the following Professional Certifications to meet Federal and State requirements:

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1. ACTIVITY PROFESSIONAL APPRENTICE CERTIFIED (APAC)

APAC is the entry-level to work in the activities and life enrichment field. MEPAP 1-APC is required and no work experience is needed. When the required experience hours are obtained, APAC converts to APC at no charge. APAC is valid for 6 years and must be renewed every 2 years with 20 CE hours.

2. ACTIVITY PROFESSIONAL CERTIFIED (APC)

APC ensures individuals meet NCCAP standards have the knowledge and experience to work in long-term care and enhance quality of life through activities and engagement. The required curriculum is MEPAP-1 APC and must be renewed every 2 years with 20 CE hours.

3. ACTIVITY DIRECTOR CERTIFIED (ADC)

ADC is the NCCAP standard that ensures the competency to lead and direct an activities and life enrichment team and program. ADC requirements vary depending on education and work experience. The required curriculum is both MEPAP 1-APC and MEPAP 2-ADC, and an independently-administered National Exam. ADC must be renewed every 2 years with 30 CE hours.

4. PROFESSIONAL EQUIVALENCY AND EXPERIENTIAL TRACK FOR ADC

NCCAP offers a path to ADC for Allied Professionals who possess current AT-BC, MT-BC, COTA, CTRS, or OTR and is awarded based on passing the National Exam. Additionally, individuals with at least 10 years of experience in Activities and with at least 5 years currently in a management role can apply for ADC our Experiential Track that requires essay writing and the National Exam.

5. ACTIVITY CONSULTANT CERTIFIED (ACC)

Individuals who possess current ADC or related experience may obtain ACC to meet NCCAP standards to provide consulting services to an activity program, staff or department. ACC requirements vary depending on education, work experience, and passing the National Exam. ACC must be renewed every 2 years with 40 CE hours.

6. ENGAGEMENT CERTIFICATIONS

NCCAP offers a variety of shorter curriculums for certification in specific age-related settings and diagnoses:

- Person-Centered Engagement (PCE)
- Memory Care Validation® (MCV)
- Montessori Dementia Engagement (MDE)
- Montessori Home Engagement (MHE)

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- Adult Day Engagement (ADE) – *coming soon*
- Assisted Living Engagement (ALE) – *coming soon*

How to Renew Your NCCAP Certification



Want to learn more about how to renew? Check out the '[How to Renew Your Certification](#)' Video.

It's important to make sure that your correct email is on file so that you receive an email link beginning 4 months before your certification expiration date. If you don't receive this email, please contact the NCCAP office to update your email. You will

then be able to renew through the link sent to you from NCCAP via email.

NCCAP is now following an audit process for continuing education.

You will not need to upload your certificates of proof of continuing education clock hours to your online profile on the NCCAP website or mail to the office. If you are chosen for an audit, you will be sent an email within days of your renewal submission and at that time you will be instructed on how to send in your certificates.

When your application for re-certification has been reviewed and approved you will receive your NCCAP certificate as a PDF via email. Contact the office if you wish to have a hard copy of your certificate for a nominal fee at info@nccap.org

Support Our Professional Association...

NAAP provides education, resources, and a voice in unison with NCCAP! NAAP membership is \$75 USD/year. Membership runs from the anniversary date for one year. Check out the membership form [here](#).

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ACTIVITY CREDENTIALING
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NATIONAL CERTIFICATION COUNCIL
FOR ACTIVITY PROFESSIONALS

Enriching Lives Through Person-Centered Engagement

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