

## NCCAP Newsletter November 2021



**ENRICHING LIVES THROUGH PERSON CENTERED ENGAGEMENT**  
National Certification Council for Activity Professionals



### From the CEO

Dear Activity Professionals,

There is much for the Activity Professional to navigate as we enter what is traditionally the busiest season of holidays and social events. The guidelines for infection control still vary greatly depending on state, county and community. Challenges continue related to vaccine mandates, staff shortages and visitation. During this ongoing pandemic, never has the requirement to deliver a life-enriching activity program been suspended.

We have seen the required contribution to quality of life fall squarely upon the shoulders of the Activity Professional. Every one of our NCCAP family has had to rely on their own grit to deliver a social model of care for physical, mental and psychosocial well-being. The knowledge and skills of the MEPAP form the foundation of this service. The experience and collegial support we share as a Profession allows us to come up with solutions.

Related, I would like to share a free resource for all to use that is available on the NCCAP website: [“Your Emotional First Aid Handbook.”](#)

Thank you for all you do to advance person-centered care during these challenging times.

Sincerely,

Peter Illig



# Envisioning the Future

## More to do in 2022

A VIRTUAL SYMPOSIUM SURE TO INSPIRE AND ENGAGE

**DECEMBER 8** *Registration is Open!*

### **Pioneer Network Presents a Virtual Symposium!**

Join your friends at Pioneer Network on December 8th for their last symposium of the year, Envisioning the Future- More to Do in 2022! You'll hear speakers like Bill Thomas and Jill Vitale-Aussem as they share ideas on what senior living might look like in 2022 and how we all need to come together to shape the future. Find more information at <https://www.pioneernetwork.net/envisioning-the-future/>.

How to Renew your NCCAP Certification



### **National Exam Update...**

When applying to take the national exam through NCCAP, the name you submit to NCCAP needs to match the name on your

legal identification. When you go to the testing center or take the test remotely, the proctor will ask to see your legal identification such as a driver's license or passport. The name on this ID must match the name provided to Prometric by NCCAP.

All test applicants must have the following documents when taking the national exam, in person or remotely:

- Current ID (drivers license or passport) which has your legal name as has been submitted to the testing company.
- Printed copy of the approval letter which was e-mailed to candidate from Prometric. A copy on your phone will not be accepted.

All exam candidates receive a detailed “Do's and Don'ts” list with important details on how to successfully take the remote exam. Candidates also receive detailed instructions from the test company Prometric that must be followed when taking the exam remotely.

If any of the required conditions for remote testing are not met, the exam cannot be completed. When this happens, the testing company charges you to reschedule and you must pay another test fee.

**REMEMBER:**

- Do not take the exam at work!
- Even if you use your personal computer, your Internet at work has security features that don't work with the testing company system. Your work has firewalls and security features that prevent the exam from being taken regardless of what computer you use.
- Even if you seek support from your technical department at work, the testing company system will still not work.
- If you still try to take the exam at work, have technical difficulties, and seek support from the testing company, these technical difficulties will not be resolved.
- Again, do not take the exam at work!

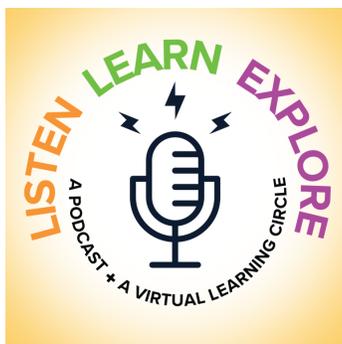
**PLEASE NOTE:**

Your operating system must meet the requirements listed below. Before the test you are supposed to run a pre-scan to see if your computer will work.

**Operating System**

Windows 8.1 or higher | MacOS 10.13 or higher (\*note iPad/Android tablets are not currently supported. Microsoft Surface or similar can be used only when configured in laptop mode).

All Prometric testing centers are now open. Consider taking the National ADC Exam at a testing center to minimize the challenges of the remote exam. Please contact us with any questions: [info@nccap.org](mailto:info@nccap.org).



### **Pioneer Network's "Listen, Learn, Explore"**

Starting with the podcast, listeners will have an opportunity to hear unique insights on a variety of topics from thought leaders in the field of resident-directed care. Following the podcast, Pioneer Network invites listeners to register for an interactive program where they will have the opportunity to join others in a deeper, live conversation with the podcast guest speaker. We welcome you to connect to the podcast [here](#).



## Engagement Certifications

NCCAP's Memory Care Validation Certification Course is now available! Enroll now by going to <https://www.nccapacademy.org/validationmemorycare>

There are also several classes scheduled for the Montessori Home Engagement Course. 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:

### 1. ACTIVITY PROFESSIONAL CERTIFIED (APC)

APC ensures individuals who 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.

### 2. 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.

### 3. 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.

#### 4. 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.

#### 5. ENGAGEMENT CERTIFICATIONS

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

Person-Centered Engagement (PCE)

Validation® Memory Care (VMC)

Montessori Dementia Engagement (MDE)

Montessori Home Engagement (MHE)

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.

**Please Note: When submitting CEs for renewal they must be within the 2 years of expiration date. For example, if expired on 12/1/2021, the CEs must be between 12/2019-12/2021.**

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](mailto: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.

[Go to NAAP](#)



ACTIVITY PROFESSIONAL ASSOCIATION



ACTIVITY CREDENTIALING COUNCIL

NATIONAL CERTIFICATION COUNCIL FOR ACTIVITY PROFESSIONALS

*Enriching Lives Through Person-Centered Engagement*

National Certification Council for Activity Professionals • 3015 Upton Drive, Suite 103, Kensington, Maryland 20895  
• (757) 552-0653 • Email: [info@nccap.org](mailto:info@nccap.org)