

New Jersey Association of Domestic Violence Professionals  
c/o NJCBW  
1670 Whitehorse-Hamilton Square Rd.  
Trenton, NJ 08690

### **July 1, 2009 to June 30, 2011 DVS Recertification Information and Directions**

Recertification applications for the DVS credential are due by **June 30, 2011**, and should include a total of **21 Continuing Education (CE) hours**. Verification of attendance for all 21 Continuing Education hours must be attached to your application. Additional documentation may be required.

**CE hours in Section 1 and Section 2 are designated as either classroom or non-classroom.** Classroom hours are defined as instruction when you are physically present with the instructor. Non-classroom hours are defined as instruction via the web and/or the telephone and home study courses. It is the responsibility of the applicant to secure clarification, if necessary, of whether a particular training is classroom or non-classroom.

The recertification fee is **\$50.00**. Checks and money orders should be made payable to: NJCBW.

#### **Section 1: NJADVP Pre-Approved/DV-Related Subjects**

All Continuing Education hours in this section must be NJADVP pre-approved/dv-related subjects. Please refer to registration materials or training descriptions to ensure that NJADVP pre-approval has been obtained for the trainings. A minimum **10.5** of the 21 required CE hours must be documented in this section. Non-classroom CE hours are eligible for only **5 CE hours total in all categories and may be divided between sections**. See exception as explained in Section III.

#### **Section II: Non-Approved and/or Non-DV Related Subjects**

The remaining **10.5 CE hours** may be obtained in this section. **Five non-classroom CE hours are eligible for use in this section, if not used for the hours in Section I.** Please provide documentation including the presenter's name and a description of the content of the workshop with your application. If a training is not directly related to domestic violence, please attach a brief explanation of how its content will enhance your work in the field of domestic violence. See exception as explained in Section III.

#### **Section III: Teaching and/or Authorship and/or Grant Writing of DV Materials**

Both Section I and Section II CE hours may be completed in the following ways:

- Authorship of a new publication in a professional journal: 9 CE hours per article. Please attach a copy of the publication.
- Development of curricula, manuals, or presentation materials that requires new research: 1.5 CE hours granted per 1 hour of presentation time. Please attach a copy of the publication.
- Developing and teaching an ongoing academic course: 1.5 CE hours granted per each class hour. Please attach a course outline.
- For longer publications (books or manuals), please attach a copy of the Title/Author page and Table of Contents.
- Primary authorship of a grant for your domestic violence organization may be submitted for 5 CE hours. Please attach the summation page. This section excludes letter proposals.