



Policy Title: Certification and Recertification Policy
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Approved by: S.O.A.R. Board of Directors
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Approval Date: 3 Jun 2020

1. How does an individual lose their Peer Supporter certification status?

- a. Decertification will automatically occur if a Peer Supporter who was granted a leave of absence, fails to reconnect with the organization within a year following the end of the period of granted leave.

OR

- b. If a Peer Supporter is absent (does not peer support, attend meetings, education events or committees) for a period of at least a year without a leave of absence.

OR

- c. Decertification can occur following a **Formal Certification Review**.

2. How does a Peer Supporter regain certification after they have been decertified?

Recertification will be granted when the Peer Supporter demonstrates they have achieved the following conditions:

1. Reconnected with the peer supporting branch of S.O.A.R. and reintegrated back into the organization. This can be achieved by attending meetings, education events or by actively participating on a committee.
2. Participated in a self-evaluation process with the Certification Committee to determine her/his readiness and comfort level to resume peer supporting. If the individual and the Committee's representative(s) identify areas of need, an agreement outlining the steps chosen to meet those needs will be drawn up and the Peer Supporter will be offered support as necessary. When the Peer Supporter has completed the agreed upon steps the individual will again meet with the Certification Committee's representatives and participate in a self-evaluation process to ensure that she/he is ready and comfortable with resuming peer supporting.
3. Participated in a mentorship program and supervision for an agreed period of time as determined by the Certification Committee representatives and the individual.

When the Peer Supporter and the Certification Committee are satisfied that the individual is ready to return to peer supporting, the committee will inform the Chair of the Peer Services Committee. A copy of the letter stating the Peer Supporter has been recertified and has been issued a new certification card will be sent to the Peer Supporter and the Peer Services Committee. A copy will be placed on file with the Certification Committee.