

## **Frequently asked questions regarding Recertification:**

### **I have 20 CE's on file with ASATT, is my renewal automatic?**

No, you still must submit an application for renewal, a copy of your database and the appropriate fees by the due date.

### **I renewed in July, I don't understand why my renewal date was not updated.**

Membership **and** Recertification are not the same. You do not have to be certified in order to be a member and if you are certified, you do not need to be a member. The membership cycle is good for a period of one year (August 1<sup>st</sup> to July 31<sup>st</sup>). Certification is granted for a two year period (November 1<sup>st</sup>-December 31<sup>st</sup>).

### **ASATT grants an extension to the recertification cycle, why can't I submit CE's earned during that extension period?**

ASATT grants an extension as a courtesy. Individuals may have suffered a catastrophic event (fire, tornado, health issue) or have been deployed for service in our armed services and may need more time to gather the required documents needed for recertification. This extension is not a grace period in which to make up those CE's in which you are deficient.

### **If I submit CE's throughout the year, will ASATT keep them on file?**

No. The only CE's that are kept on file are for members that attend ASATT sponsored events or Sensor quizzes. Non-members have access to the Sensor quizzes and will receive a certificate after successful completion. Non-members are responsible for keeping copies of these certificates.

### **Why is there a delay with my packet being reviewed?**

- Your packet may have been submitted outside of the recertification period.
- You submitted an incomplete packet.
- You submitted questionable material.
- Documentation was falsified.

### **Why didn't I receive 4 CE's for BCLS?**

If you only submitted a copy of your BCLS card, you will receive credit for 2 CE's. To get the credit of 4 CE's, you must submit documentation of the length of the class (instructor's note clearly documenting the start and end times of the class).

### **May I receive credit for teaching BCLS classes under Category III?**

No. BCLS, ACLS and PALS instructors must follow the criteria established by the AHA or American Red Cross for teaching these classes. Instructors did not develop the course content, so therefore these courses do not qualify for use towards recertification. Additionally,

instructors cannot claim CE's for courses taught; the AHA or American Red Cross establishes the requirements that instructors must meet in order to maintain their instructor status.

**I attended a meeting that was approved by ASATT. Why aren't the credits showing on my database?**

Your electronic certification database only tracks CE's earned by attending ASATT **sponsored** events. ASATT sponsored events include: ASATT Regional meetings, ASATT annual meeting, Sensor quizzes.

Programs that are approved by ASATT for use of their CE's towards recertification must comply with the established ASATT's requirements for prior approval in order to be approved for use towards recertification. The program provider is charged with the responsibility of complying with ASATT's requirements. One of those requirements is that the program offering the continuing education submits a sample copy of the certificate that each individual is awarded. All information must be typed: title of program; program provider; attendees name; date of course offering; number of CE's earned; the ASATT approval code, and signatures of representatives of the program provider who will be able to verify authenticity of certificate and attendance. Programs offering cumulative continuing education programs may opt to provide a transcript rather than issue a separate certificate for each course offered. The program provider must be sure that the transcript has all of the afore mentioned criteria as well as add the expiration date of the individual programs. **Additionally, it is up the technician/technologist to ensure that they receive the certificate after completion of the course.** Programs who do not comply with the established guidelines will not be considered for future prior approval.

**Can CE's be accumulated using quarter and half hour increments?**

No. ASATT requires that CE's earned are 50-60 minutes in length for programs in which the attendees will be physically present. Actual lecture should run 50 minutes and allow 10 minutes for questions and answers as well as require each attendee to submit an evaluation form. On-line programs offering CE's must verify that the course runs 60 minutes and that a post test of 10 questions is administered to attest that the participant actually participated in the course. A post-test must be administered containing 10 questions and the participant must score 80% or greater in order to be awarded the CE. Taking a pre-test that allows the individual to bypass completion of the entire course will not be accepted. (Criteria is detailed in the Program Distance Learning document under the Education tab).

**Why isn't a registration to an educational conference accepted?**

Submitting a receipt for registration to a meeting is not the same thing as submitting a certificate of proof for CE's earned. You can register for as many meetings as you like, but that is not proof that you attended and met the criteria to earn the continuing education credits.

**Who at ASATT can answer my questions regarding recertification?**

ASATT HQ personnel have the ability to answer generic questions regarding recertification. Examples of those questions are: will credit cards be accepted towards recertification? Where do I find a copy of my ASATT transcript? I attended a regional meeting and my CE's are not displaying on my transcript, how can that be rectified? Where do I find the recertification forms? ASATT HQ personnel are limited to the type of questions that can be answered and are further restricted from offering guidance on what will and will not be accepted. The most advice they can give is:

- a copy of the CPR card is worth 2 CE's.
- ACLS & PALS are now accepted for use towards recertification (See [Certification Information](#) for CE's)
- Additional CE's can be obtained by submitting Sensor quizzes in accordance with the expiration dates listed on the Sensor quizzes. Archived issues of the Sensor quizzes do not qualify.

Note: specific questions regarding recertification must be directed to the current Chair of the Certification/Recertification Committee. If an extension is needed for recertification, the Chair of the committee is the only individual authorized to grant the extension.

If you are not sure that coursework you have taken or are considering will be accepted, you need to check with the certification/re-certification, education or continuing education committees as listed in the Sensor and ASATT website. These committees work together to assure consistency and all decisions are based on their input.

**What is the difference between a certificate of attendance and a certificate of continuing education?**

The difference between the two is generally that the certificate of attendance did not meet established criteria to be used for continuing education credits. Many of these certificates of attendance will also use terminology such as: typical course length 1 hour. Certificates of this nature will not be accepted for use towards recertification. The certificate must specifically state the number of CE's earned in order to be considered for use towards recertification.

**Will ASATT send out a reminder that I am due to recertify?**

Each individual is responsible for knowing when they are due to recertify. The ASATT will notify the individual in November of their expiration year that their certification is about to expire via:

- A reminder sent to their email address on file at HQ
- A postcard mailed to their address on file

\*Note: Active members and Non-members alike may also access the certification/recertification renewal date via The Employer verification site.