



## COVID-19 | ASAP-NYCB Updated Procedures @ March 27, 2020

### A Message from ASAP-New York Certification Board Leadership



**John Coppola**  
Executive Director



**Suzanne Hall-Westcott**  
Director of Certification



**Roy Kearse**  
Board President

*"In this unprecedented emergency, all of us at ASAP-NYCB deeply appreciate your commitment to peer recovery and to the individuals with whom you work, whether as certified professionals or as workforce trainers.*

*In order to keep all of us safe and well, we have established a number of internal procedures designed to maintain continuity of service. This advisory gives details of these temporary measures. We will update this advisory as needed in the days ahead.*

*We're all dedicated to supporting you in your important work. Thank you for navigating these temporary arrangements for ensuring that certification processes stay in place while helping people to stay home during this health crisis. Be safe!*

For any questions arising, please contact our team as follows. Your query will be addressed in the order of receipt, and we will respond to you as soon as possible:

**NYCB Certification Application & Status (only):**

Elisabeth Kranson, Certifications Coordinator, [ekranson@asapnys.org](mailto:ekranson@asapnys.org)

**Training Approvals, and all other queries:**

Ruth Riddick, Community Outreach, [rriddick@asapnys.org](mailto:rriddick@asapnys.org)

### ASAP's COVID-19 daily updates:

Please check out important updates for the field posted daily to our website at <http://www.asapnys.org/corona-virus-helpline/>.

### Recovery Community Resources:

Please see regularly updated listings at <https://for-ny.org/get-help/>. Please also check out recovery organizations and the multiple resources and initiatives updated daily on Facebook, and connect there with ASAP - <https://www.facebook.com/asap.nys.3>.

### Billing status of CRPA, CRPA-Provisional and CRPA-Family:

OASAS has confirmed that peer recovery professionals providing eligible services under these certifications continue to be Medicaid-reimbursable for remote service provision (teleconference, videoconference, etc.). This status will be reviewed in the light of further developments in the pandemic. Please see advisory at [https://oasas.ny.gov/system/files/documents/2020/03/telepractice-update-ii\\_0.pdf](https://oasas.ny.gov/system/files/documents/2020/03/telepractice-update-ii_0.pdf).

### Certification Applications:

- Applications for Professional Certification (CRPA; CRPA-Provisional; CRPA-Family; CARC) are being accepted via email only.
- When preparing your application, please be sure that you have completed the most recent version of the application and role verification form(s) (March 2020). These forms have been specially designed to be completed and signed online. Please email your completed application to Elisabeth Kranson, Certification Coordinator at [ekranson@asapnys.org](mailto:ekranson@asapnys.org).
- Online applications must be accompanied by credit card payment - please make your payment at <https://events.r20.constantcontact.com/register/eventReg?oeidk=a07egzrna44e90cbb28&oseq=&c=&ch=>.
- If you have questions about how to submit your application, please contact NYCB staff.
- The NYCB Board continues to meet remotely, and applications are being processed and approved as usual. Please allow 4-6 weeks for turnaround.
- Professional Certificates continue to be issued in the usual manner.



### **Certification Status & Renewals:**

All expiration dates falling in the period March 1-June 30, 2020 will be automatically extended by 90 days to ensure that all certificants remain in status. These extensions will be posted on our website Certification Verification page as soon as possible - if in doubt, please check your status after April 5, <http://www.asapnys.org/verify-a-certification/>.

Please also note:

- Online peer recovery support qualifies as role experience hours towards the 500 hours required for CRPA (and CRPA-Provisional upgrade). Be sure to document you voluntary and/or paid hours.
- Please take advantage of the many online opportunities for continuing education posted to the NYCB Renewal Program page at <http://www.asapnys.org/ny-certification-board/renewal-program/>.

### **IC&RC Peer Recovery Exam**

Please note that the IC&RC Peer Recovery exam required for CRPA has been temporarily suspended. We will advise when you may schedule/reschedule your exam. For further information, please also see <https://internationalcredentialing.org/>.

### **CRPA-Provisional Standards**

- The primary value of CRPA-Provisional continues to be its utility as a Medicaid-reimbursement platform. However, CRPA-Provisional is NOT required to build the 500 hours experience in the peer recovery role required for CRPA. Role practice hours in non-Medicaid-reimbursable environments also count. Keep careful track of these hours; you will be required to document them in support of your CRPA application.
- Pending restoration of the IC&RC Peer Recovery Exam, NYCB cannot award full CRPA. If you need to be immediately Medicaid-reimbursable, please apply for the CRPA-Provisional.
- Effective April 1, candidates for CRPA-Provisional will not need to be working in the role at time of application to be eligible for this professional certification. Candidates must, however, meet the experiential and educational requirements of the role.
- Please note that CRPA-Provisional expires after 24 months (plus any temporary extension awarded on the basis of the present emergency). The certification is non-renewable. If applying for CRPA-Provisional, please be confident that you will be able to complete 500 hours role experience, plus pass the associated competency-based exam, within this non-negotiable timeframe.

### **Online Training for Initial Certification:**

NYCB has agreed to temporarily accept online delivery of approved training for initial certification (Recovery Coach Academy and Peer Ethics) **only** under the following limited circumstances:

- Training is completed in the period March 1-June 30, 2020. These dates will be reviewed based on the evolving public health crisis, and are subject to change. Check back for any changes before scheduling your trainings beyond these dates.
- Training is delivered by CCAR authorized trainers and/or FOR-NY Best Practice Trainers
- Proposed trainings are submitted for NYCB approval in advance of training dates. Upon approval, you will be issued with a digital badge which must appear on your training completion certificates.

To avail of this opportunity, trainers proposing to pivot their in-person programs to an online platform are required to advise NYCB prior to delivery. Please see application form at <http://www.asapnys.org/wp-content/uploads/2020/03/ASAP-NYCB.online-approval-application.Mar-2020-fillable.pdf>.

Only trainer completion certificates for online trainings carrying the special-issue NYCB digital approval badge will be accepted.

Finally, trainers are required to post their trainings to the FOR-NY Upcoming Trainings calendar, clearly identifying that these online courses have been approved by NYCB - <https://for-ny.org/upcoming-trainings/>. Training that have not been posted will not be accepted.

For further information or questions regarding this temporary program, please contact Ruth Riddick, [rriddick@asapnys.org](mailto:rriddick@asapnys.org).