



Six Steps to CRPA

Certified Recovery Peer Advocate—The Medicaid-billable Peer Recovery Certification in New York State

1. Scholarships

For latest information on scholarships administered by FOR-NY, please see <https://for-ny.org/crpa-scholarships/>.

2. Training:

A total of 46 hours ASAP-NYCB-approved training is required. This foundational training is typically delivered as two separate courses - the CCAR Recovery Coach Academy (30 hours) and Peer Ethics (16 hours); or as a single custom-designed curriculum. For details of approved training for initial certifications, together with trainer profiles and contact information, please see <http://www.asapnys.org/ny-certification-board/nycb-approved-training>.

Please confirm from the trainer that the training you register for is approved for peer recovery certification. Trainers will issue training certificates on completion of this coursework; these training completion certificates must include their personalized ASAP-NYCB training approval badge. We do not accept third-party paperwork (e.g. from training product developers/vendors, etc.).

3. CRPA-Provisional:

Upon completion of training, candidates are eligible to apply for CRPA-Provisional if they meet age and primary education requirements. The key value of CRPA-Provisional is that holders of any CRPA certification are eligible for peer role employment in Medicaid-reimbursable jobs across New York state (OASAS licensed agencies). The certification, however, is time-bound: expires after 24 months, **even if you need it to stay employed**.

Candidates for CRPA-Provisional do not need to be working in the role at time of application to be eligible. Candidates must, however, meet the other standards of the certification (age, school). See details on our homepage and in the certification application at <http://www.asapnys.org/ny-certification-board/>.

CRPA-Provisional is NOT required to build the peer recovery role experience required for full CRPA.

Role experience is defined as: ***"experience in the non-clinical, one-to-one, purposeful conversations designed to support individuals building (SUD) recovery capital. (Quasi-clinical or other activities are not applicable.) The engagement may be voluntary and/or paid; full and/or part-time; in a job and/or community setting; wherever the role is being utilized; or a mix of some or all."***

Please note that the CRPA-Provisional certification expires after 24 months. The certification is non-renewable and cannot be extended. If applying for CRPA-Provisional, please be confident that you will be able to complete 500 hours role experience, including twenty-five (25) hours of being supervised, *plus* pass the associated competency-based IC&RC Peer Recovery exam, within this non-negotiable timeframe. Please see our homepage for *Role Experience & Supervision* guidelines, <http://www.asapnys.org/ny-certification-board/> (New Applicant Information).

Please apply to NYCB Certification staff to pre-register you for the IC&RC Peer Recovery exam while you are CRPA-Provisional. Only current certificants in good standing may be pre-registered for the exam.

4. CRPA:

Eligible candidates with 500 hours past/present peer advocate role experience may bypass CRPA-Provisional and apply immediately for full CRPA - instructions and application at <http://www.asapnys.org/ny-certification-board/>. Certification staff will pre-register you for the exam after Board approval of your application. Certification is awarded by ASAP-NYCB upon successful completion of the exam.

5. Professional Certification Procedures:

Online applications, together with submission instructions, are available at <http://www.asapnys.org/ny-certification-board/>. Applications will only be reviewed when the application steps are complete and the application fee has been paid. Expect 4 weeks to process complete certification applications. The New York Certification Board, meeting in quorum, reviews and approves qualified applicants on a monthly basis.

Upon approval for CRPA, candidates will be invited to schedule the required role competency-based IC&RC Peer Recovery exam, unless the candidate has already passed the exam as a CRPA-Provisional. An optional ASAP Peer Recovery Exam Prep workshop is now available online at <https://tinyurl.com/ASAP-exam-prep-online>. Information about IC&RC is at <https://internationalcredentialing.org/> - check under "Peer Recovery."

Certification confirms role competence. For details of CRPA competencies, please see the *Knowledge, Skills & Abilities* posted on our homepage at <http://www.asapnys.org/ny-certification-board/>. Current status as an NYCB certificant is verifiable on the ASAP-NYCB website at <http://www.asapnys.org/verify-nycb-certification/>.

Certification is **not** a license (licensing is not required for peer recovery professionals), nor a scope of work. It is not a character reference, or a guarantee of employment. Certification simply confirms competence in the certified role per approved role training, confirmed field experience in the role, and a passing grade in the exam.

6. Ethical Conduct:

Please note that adherence to the ASAP-NYCB Code of Ethical Conduct is required for certification - download at <http://www.asapnys.org/ny-certification-board/>. Candidates are covered by this code from the date of their certification application (not from when they're later approved). Ethical complaints are invited from stakeholders, and are fully investigated. Depending on the severity of the alleged breach of ethics, a complaint may result in permanent suspension of certification and loss of a peer recovery career.

This professional standard is separate from any issues or penalties arising from an employer's in-house policies and procedures, any judgment of the Justice Center (<https://www.justicecenter.ny.gov>), or any applicable law.



For further information, please contact:
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IC&RC Peer Recovery Exam for CRPA Certification Frequently Asked Questions | May 2021

support@asapnys.org

Question	Answer
Where can I sign up for the Peer Recovery exam?	Only applicants who hold a CRPA-Provisional certification, or have an approved CRPA or Upgrade to CRPA application on file with the NYCB are eligible to take the PR exam. Candidates must be preregistered by NYCB staff before they can sign up for the exam.
How much does the exam cost?	The exam costs \$80 and must be paid in advance of registering.
I have a CRPA-P. Can I take the exam before I finish my 500 hours role experience?	Yes! Current CRPA-Provisionals are eligible to take the exam any time during their 24-month certification period. (CRPA-P is non-renewable and cannot be extended.) Candidates must pay the \$80 fee in advance and email either Elisabeth Kranson (ekranson@asapnys.org) or Cathie Gifford (cgifford@asapnys.org) requesting to be preregistered.
I submitted my application for CRPA or Upgrade to CRPA. When can I take the exam?	CRPA or Upgrade to CRPA applicants are automatically preregistered for the exam once their certification application has been approved by the NYCB. Candidates then have up to 1 year to register, schedule and take the exam. Their non-refundable exam fee expires after 1 year.
I have paid the \$80 fee. How do I register for the exam?	As soon as they've been preregistered by NYCB, candidates will receive an email from the testing company, SMT/Prometric, with instructions on how to register for a convenient time/place to take the exam. If you did not receive an email from the testing company, please contact Elisabeth Kranson (ekranson@asapnys.org). (Be sure to check your spam folder as well!)
Will I receive a CRPA-Provisional certification while I am waiting to take the exam?	No. CRPA-Provisional certification and waiting to take an exam are two separate processes.
Can I take the exam online?	No. The exam is only given in-person at proctored exam sites.
Is the exam only available in English?	Yes. The exam is only available in English at this time.
Is there a list of exam sites?	No. Candidates will choose a location to take the exam once they have received the instructions from SMT/Prometric. The system will provide a list of the closest testing center sites to the candidate's zip code. Please note: <u><i>NYCB staff does not have a list of testing center sites.</i></u>
Can I take the exam outside of the state of New York?	Yes. The exam is offered nationwide and candidates can take the exam anywhere in the United States. The exam results are recognized nationally.
Will I be certified once I pass the exam?	<ul style="list-style-type: none"> • CRPA-P: No. You must still submit the Upgrade to CRPA application and be approved by the Board before your 24-month certification expires. • Upgrade to CRPA: Yes, if your application has already been approved by the Board. • CRPA: Yes. Only Board-approved candidates are preregistered for the exam.
What happens if I fail the exam?	There is a mandatory 90-day waiting period for anyone who fails the exam. Additionally, candidates must submit an additional \$80 fee and email NYCB staff asking to be preregistered again.
How many times can someone take the exam?	Candidates can take the exam as many times as necessary, but they must pay the \$80 fee for every attempt.
Will my CRPA-Provisional certification be extended if I fail the exam?	No. The 24-month CRPA-Provisional certification is not renewable or extendable, so candidates are encouraged to take the exam (and submit the Upgrade to CRPA application) well before their CRPA-P expires.
How can I prepare for the IC&RC Peer Recovery exam?	<p>NYCB will send Candidate Exam Guides when candidates are preregistered. Also:</p> <ul style="list-style-type: none"> • Check out "Peer Recovery" at the IC&RC website at https://internationalcredentialing.org/ • The ASAP Peer Recovery Exam Prep Workshop is offered online at https://tinyurl.com/ASAP-exam-prep-online

EXAM PREP ON ZOOM!

A Career in the Peer Recovery Profession

Are you ready for CRPA?

ASAP Peer Recovery Exam Prep workshop
co-presented with Recovery Coach University
online availability - 24/7

Please register at

<https://tinyurl.com/ASAP-exam-prep-online>

Registration Fee: \$10 covers hosting costs

Questions? Ruth Riddick, riddick@asapnys.org



Want to take the Exam?



- ✓ You have applied to the New York Certification Board for CRPA (or are currently CRPA-Provisional and preparing your CRPA Upgrade)
- ✓ You have already completed, or are in the process of completing, 500 hours peer advocate role experience in the field (job, volunteer, internship, community work, etc.)
- ✓ You have completed 46 hours of ASAP-NYCB-approved peer recovery training (check with your trainer to confirm training approval status)
- ✓ You have a High School Diploma / equivalent / or higher
- ✓ You are 18 years (or older)
- ✓ You're just interested!

The filmed workshop with Ruth Riddick, Lori Drescher and Lisa Nichols:

- Revisits core concepts from practice-specific education
- Explores individual attitudes and concerns regarding taking the exam
- Demonstrates motivational interviewing skills
- Outlines the purpose and process of the exam
- Implements a real-time sample test
- Recommends options for further study

