Polarity Therapy Certification
"Acknowledging Professional Excellence"

BCPP CERTIFICATION HANDBOOK

American Polarity Therapy Association (APTA)
Board Certified Polarity Practitioner (BCPP)
Certification Program

Updated: April 2020

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Contents

Introduction 5

About Polarity Therapy and the American Polarity Therapy Association (APTA) 5

About the Certification Governing Council (CGC) 5

Purpose 6

Vision 6

Mission 6

Certification Scope 6

What is Certification? 7

Benefits of BCPP Certification 7

Section One: How to Apply for Certification 8

Eligibility 8

Eligibility Criteria 8

Approved Education and the APTA Standards for Education and Practice 9

Eligibility Rationale 9

Education 9

Application Statement and Code of Professional Conduct for BCPPs 10

APTA Membership 10

Application Fees and Refunds 10

How to Apply 11

Eligible Applicants 11

Ineligible Applicants 11

Scheduling an Exam 12

Scheduling Deadline 12

Admittance Ticket 12

Verification 12

Education 13
Code of Professional Conduct for BCPPs and Application Statement 13
Section Two: Preparing for the Examination 14
How the Exam Was Developed 14
Studying for the Exam 14
Examination Outline 15
Candidates Testing Prior to January 1, 2019 15
Candidates Testing January 1, 2019 or later 22
Domain and Task Statements 22
Knowledge Statements 24
Optional Resources 26
Section Three: Taking the Exam 27
What to Expect on Exam Day 27
Exam Admission 27
Exam Locations 27
Rescheduling and Cancellations 28
Exam Site Rules 28
Cheating and Exam Security 29
Section Four: After the Exam 31
Exam Reports 31
Understanding Your Scores 31
Re-Examination 31
Section Five: Complaints and Disciplinary Actions 32
Introduction 32
Grounds for Sanctions 32
Complaints 33

Complaint Submission 33
Preliminary Review 33
Complaint Review 34
Ethics Committee Appointment and Responsibilities 34
Determination of Violation 35
Ethics Committee Recommendation 35
Certification Governing Council Determination 35
Complaint Dismissal 35
Determination of Violation 35
Sanctions 36
Appeal 37
Request for Appeal 37
Appeals Committee 37
Basis for Appeal 37
Appeal Procedure 38
Resignation 38
Section Six: Maintaining Your Certification 39
Recertification Purpose and Rationale 39
Recertification Application 39
Recertification Requirements 40
Total Hours 40
Code of Professional Conduct for Board Certified Polarity Practitioners 41
Application Deadline and Fees 41
Application Due Date 41
Recertification Fee 41
Lapse Period 42

Reinstatement of Certification 42
Audit and Verification Process 42
Recertification Acceptance 43
Change of Contact Information 43
Section Seven: Code of Professional Conduct for Board Certified Polarity Practitioners 44
Introduction 44
The Code of Professional Conduct for Board Certified Polarity Practitioners 44
Section Eight: Program Policies 45
Accommodations for Candidates with Disabilities 45
Confidentiality 46
Confidentiality Agreements 46
Use of the Certification Mark 46
Proper Use of Credentials 47
Reconsideration Requests 47
Review Process 48
Certification Status Verification 48
Aggregate Data 49
Statement of Nondiscrimination 49
Section Nine: Forms 50
Application for Board Certification 51
Special Accommodations Request Form 57
Documentation of Disability-Related Needs by Qualified Provider 58
BCPP Recertification Application 59
BCPP Recertification Application (page 2) 60
Continuing Education Units (CEU) Log **Error! Bookmark not defined.**

Introduction

About Polarity Therapy and the American Polarity Therapy Association (APTA)

Polarity Therapy was developed by Dr. Randolph Stone, doctor of Osteopathy, Naturopathy and Chiropractic, over a period of 60 years of practice and study which began in 1912 and ended with his retirement at age 83. It represents a synthesis of the health wisdom from the West and the East.

Dr. Stone studied the Ayurvedic system of India and folk health practices of many cultures including homeopathy, and Traditional Chinese Medicine. From these systems he extracted the essential principles of healing and incorporated them into a simple, clear and universally applicable approach to natural healthcare called Polarity Therapy.

The American Polarity Therapy Association began with a group of pioneers who cared deeply for this unique wellness practice and wanted to insure its survival and integrity. Many had been working since the 1970s – students of Dr. Randolph Stone and his protégé, Pierre Pannetier. They were seeing incredible results in their clients and wanted to establish the foundation for a profession. APTA was officially launched in 1984 and held its first conference in 1986.

The mission of the APTA is to build community, set forth and uphold high standards of practice, provide educational opportunities and share the life-changing practice of Polarity Therapy with the world. Members come from all walks of life including doctors, chiropractors, psychologists, school teachers, research scientists, yoga enthusiasts, acupuncturists, bodyworkers and spiritual seekers.

In addition to our community and educational efforts, APTA works to support legislative changes that promote positive transformations in healthcare and wellness education.

About the Certification Governing Council (CGC)

The Certification Governing Council (CGC) was established in 2016 as a standing committee within APTA. The CGC was established by the APTA Board of Directors (Board) under the authority of Article V, Section 1 of the APTA Bylaws.

In establishing the CGC, the Board has empowered and authorized the CGC to function independently regarding the development and administration of the APTA Board Certified Polarity Practitioner (BCPP) certification program. The CGC is responsible for BCPP certification program governance and oversight, and for developing, evaluating, and maintaining BCPP certification program policies and procedures.

The CGC has sole decision-making authority for all BCPP certification program policies regarding certification eligibility requirements; recertification requirements; examination development, administration, and scoring; BCPP certification program grievance and disciplinary

policies; and, the appointment and oversight of subject matter expert (SME) task groups. The CGC ensures that eligibility and recertification requirements, examination development and administration processes, and all certification program policies are related to and support the purpose of the BCPP certification program.

Purpose

The purpose of the Certification Governing Council (CGC), as the credentialing division of APTA, is to serve the public by establishing and enforcing standards for certification, recertification, and the Code of Professional Conduct for BCPPs and by issuing credentials to individuals who meet these standards. The mission of APTA is to create an interactive community and expand the awareness of Polarity Therapy worldwide.

Vision

The vision of the CGC is to lead Polarity Therapy credentialing and improve the health of the public and support practitioners' competence, quality practice, lifelong learning and career advancement.

Mission

The mission of the CGC is to develop competency credentialing in Polarity Therapy, protect the public, and promote health and wellness through the identification of practitioners who are trained and qualified to deliver Polarity Therapy services and who adhere to a code of professional conduct for practitioners.

Certification Scope

The BCPP credential is an advanced-level certification that exists for those wishing to deliver accountable, professional Polarity Therapy services as active participants in the world-wide integrative health and wellness movement. The target audience includes those with sufficient training in Polarity Therapy, those practicing other energy modalities, bodywork or somatic practitioners, nurses, all healthcare professionals, and interested lay people who have a desire to provide Polarity Therapy in private practices, hospitals and healthcare settings. A BCPP may work throughout the world and with a wide variety of clients addressing the energetic imbalances created by various polarities in the emotional, mental and somatic bodies.

Certification as a BCPP demonstrates to clients, employers, colleagues, and the public at large that a practitioner has met the highest standards of professional practice and has obtained objective validation of their expertise in helping clients through their Polarity Therapy practice by:

- Completing extensive Polarity Therapy education requirements through an APTA-approved training program of at least 675 hours;
- Completing an additional 125 hours of clinical supervision experience that is overseen by a Registered Polarity Educator (RPE) who has been a BCPP for a minimum of 2 years. Supervision is defined as a situation in which an RPE who has been a BCPP for a minimum of 2 years is present in person or virtually and can provide feedback;
- Agreeing to adhere to the Code of Professional Conduct for BCPPs and uphold the highest standards of professional conduct while providing service to others;
- Affirming no history of felony convictions;
- Successfully passing a certification exam; and,
- Committing to ongoing professional development.

Individuals who are certified may use the letters BCPP after their name and highest university degree. While the BCPP designation signifies the highest standard of education and training in the field of Polarity Therapy, it does not designate the individual as a licensed therapist. Requirements for providing licensed services are determined by individual state licensing boards.

What is Certification?

Professional certification is different than a training or educational program. Training programs offer a certificate of attendance when an individual completes the coursework, but they do not generally award a credential or require ongoing recertification. The BCPP certification program was developed using a nationally recognized process to define the roles and responsibilities within Polarity Therapy practice. Individuals who meet the eligibility requirements and pass the exam are granted use of the BCPP credential.

Benefits of BCPP Certification

Certification as a BCPP:

- Assures a practitioner has completed the highest level of training;
- Acts as the cornerstone in your right to practice through APTA's legislative support;
- Communicates a commitment to safe, ethical practices for the public; and,
- Creates a competitive edge and extends marketing possibilities.

Section One: How to Apply for Certification

Eligibility

The CGC has developed requirements for eligibility to ensure that the application process is fair and impartial for all applicants. Each eligibility requirement has been established to ensure that individuals certified by the CGC have an acceptable level of knowledge and the skills needed to provide Polarity Therapy services as defined in the scope of the certification program. In establishing these requirements, the CGC acknowledges that a combination of extensive training in Polarity Therapy, adherence to the Code of Professional Conduct for BCPP, and demonstrated knowledge via the certification exam are essential for individuals earning the BCPP credential.

All candidates for certification must meet all of the eligibility requirements established by the CGC in effect at the time of application for certification. Candidates cannot earn certification without passing the certification exam.

Eligibility Criteria

All candidates must meet the following criteria to earn the BCPP credential:

1. ***Education***

   Applicants must have completed and provided proper documentation of both of the following:

   - 675 hours of Polarity Therapy education, as defined by the most current edition of the APTA Standards for Education and Practice (See Approved Education and APTA Standards for Education and Practice); and,
   - Additional 125 hours of clinical supervision experience that is overseen by an RPE who has been a BCPP for a minimum of 2 years. Supervision is defined as a situation in which an RPE who has been a BCPP for a minimum of 2 years is present in person or virtually and can provide feedback.

2. ***Application Statement and Code of Professional Conduct for Board Certified Polarity Practitioners***

   Applicants must complete an Application Statement to abide by the Code of Professional Conduct for BCPPs and attest to never having been convicted of a felony.

3. ***Application and Fees***

Applicants are eligible to take the exam following approval of the certification application documenting satisfactory completion of the eligibility requirements described above and payment of the application fee. A candidate will be allowed two testing opportunities with payment of the application fee.

4. Exam

Applicants must obtain a passing score on the BCPP Certification Exam.

Approved Education and the APTA Standards for Education and Practice

The role of the APTA Board is to oversee and approve the development of standards of practice for the profession. As such, the APTA Director of Education approves prospective Polarity Therapy training program managers and the programs they own or teach according to the APTA Standards for Education and Practice. To be approved, the educational curriculum must adhere to the APTA Standards for Education and Practice. The individual applying to have an approved training program must hold the RPE status as well as be an active APTA member. Other individuals involved with the approved program may teach a prospective applicant for the BCPP exam; however, the applicant's official transcript must be signed by the ATM to meet the BCPP eligibility requirement.

APTA maintains a list of schools, courses or classes that offer APTA-approved Polarity Therapy curricula. This list is available on the APTA website. Inclusion on the list does not imply an endorsement of the school or program. APTA makes no representation that participation in any training or preparatory course ensures passing the examination.

The role of the CGC is to develop and approve the program requirements for the BCPP certification program. As such, certification program staff, volunteers, or anyone with access to confidential exam information are not involved in the approval of ATMs or the programs they teach.

The APTA Standards for Education and Practice are available on the APTA web site.

Eligibility Rationale

The eligibility requirements have been established by the CGC to support the purpose of the credential and ensure that BCPP certificants have an acceptable level of knowledge and the skills needed to demonstrate sufficient competency and a commitment to safety.

Education

The CGC, as the certification body, has elected to adopt the APTA Standards for Education and Practice for use in the educational requirements for initial certification. The APTA Standards for Education and Practice are an established and long-standing manual for the safe practice of Polarity Therapy. Professional Standards provide a foundation for creating a profession that upholds the integrity of Dr. Randolph Stone's pioneering work and provide guidelines for the practice and teaching of Polarity Therapy. The standards hold professionals who practice Polarity Therapy accountable as practitioners, instructors, schools, and students as they interface with the professional health care community, legislative and governmental bodies and the general public. These Standards, established by unanimous consensus of the APTA Standards Committee representing the general membership of APTA in 1989 and revised under the supervision of the APTA Board in 1996, 1999, 2002, 2009, 2015, 2017 and 2018, serve to clarify the scope and breadth of Polarity Therapy for practice and teaching. This document establishes a clearly delineated understanding of Dr. Stone's published works on Polarity Therapy and expresses the core material essential to practice as a professional polarity practitioner.

With the Standards providing APTA with a fully agreed-upon core of knowledge of what constitutes Polarity Therapy, the profession has established a primary baseline of knowledge from which to develop a broader knowledge base from research, both theoretical and empirical, through the peer review process. This process enables the expansion of the generally-accepted knowledge base in a way that preserves its integrity and validity, referenced to basic principles of Polarity Therapy and to the general experience of an accomplished body of polarity practitioners, teachers and researchers.

Application Statement and Code of Professional Conduct for BCPPs

Applicants are required to attest to the Application Statement, promising to uphold the Code of Professional Conduct for BCPPs which outlines the responsibilities of competent, safe practitioners and ensures that they have not been convicted of a felony.

APTA Membership

Membership in APTA is not required for certification.

Application Fees and Refunds

APTA Member Application fee	$150
Non-Member Application fee	$249

Candidates are allowed two testing opportunities for the application fee.

Applicants are solely responsible for ensuring that they are eligible to sit for the BCPP examination prior to submitting the application to the CGC. In the event an applicant is deemed ineligible to sit for the exam (see Ineligible Applicants), the fee is refundable with the exception of a $50 processing fee.

If a candidate is unable to attend or chooses not to attend a scheduled examination, a request for withdrawal or change of date (see Rescheduling and Cancellations) must be made in writing to cgcoffices@polaritytherapy.org at least 10 business days prior to the scheduled exam. When withdrawing from the process, the application fee is refundable, minus a $50 processing fee. Candidates who fail to appear for an examination for any reason, without providing a written notice prior to the scheduled examination as required, forfeit all fees and must reapply and pay appropriate fees for subsequent examinations.

How to Apply

To apply for certification, applicants must complete and submit the BCPP Application Form online through the Member's Dashboard. APTA members will use their login information. Non-APTA members may create a Guest BCPP account. Applications may also be submitted via mail or email, and the application is available in this handbook (see Forms). Required documentation may be uploaded in the online system or emailed to cgcoffices@polaritytherapy.org.

Applicants must include as part of the application submission, a copy of a government-issued photo identification containing a signature, official signed education transcript(s), and documentation of the additional 125 hours of supervised experience completed by the supervising RPE who has been a BCPP for a minimum of 2 years, as well as the application payment. Applications must be received at least 60 calendar days prior to the desired testing date.

Once an application is received, with all required documentation and payment, it will be reviewed and verified, and the applicant will be notified of eligibility to sit for the examination within three weeks of receipt of the application. Notification will be in writing only, and information regarding the status of an application is not provided by phone.

Eligible Applicants

If an applicant is determined to be eligible to sit for the exam, the candidate will be provided further information to schedule the exam administration.

Ineligible Applicants

Applicants who fail to demonstrate that they meet all of the eligibility requirements will not be permitted to take the exam. An applicant may be determined ineligible for the following reasons:

- Insufficient, illegible, or incomplete required documentation;
- Documentation provided does not meet eligibility requirements; or
- Required fees not paid.

In the event that an applicant is determined ineligible due to any of these reasons, the applicant is notified and given 30 calendar days to respond with sufficient documentation or fee payment. If documents/fees are not received by the given deadline, the application is denied. If a fee has been submitted, the fee will be refunded minus a $50 processing fee.

Scheduling an Exam

Once an applicant's examination application has been reviewed and approved, the candidate will be eligible to schedule an exam session. The candidate will locate a proctor and inform APTA of the name, address, phone number and email of the proctor, as well as the name and address of the site selected. The site and proctor must be in the United States or Canada and approved by the certification program staff member through its verification process. Once the proctor is approved, the candidate is informed and may schedule the exam session.

Scheduling Deadline

The candidate may then select the testing date and time within three (3) months from the date of approval of the site and proctor and will communicate this date to the CGC.

Admittance Ticket

Once registered to take the exam, candidates are sent an admittance ticket at least three (3) weeks before the exam date. The admittance ticket contains the candidate's name and identification number, the address of the test site, and the date of the exam. If a candidate loses the admittance ticket or has not received an admittance ticket two weeks before the exam date, he or she should contact the CGC by phone.

Verification

All applications will be reviewed and the following levels for verification will be conducted for each eligibility requirement. Applicants must sign an attestation that the information on the application form and submitted with the application is complete and accurate.

The CGC reserves the right to verify any information submitted by an applicant and may contact education providers, mentors, employers, etc. to obtain verification as needed.

Education

Applicants must submit official, signed transcripts documenting the completion of 675 hours of Polarity Therapy education from an APTA Approved Training Manager (ATM). An applicant may have completed the training from more than one ATM in which case, each applicable transcript must be submitted to document the completion of the required hours. If an applicant's transcript is already on file with APTA, it does not need to be resubmitted. Applicants may indicate on the application that the transcript is on file.

Applicants must also submit the Clinical Supervision Hours form. This form is available on the web site for download. The supervising RPE, who has been a BCPP for a minimum of two years, must complete the form indicating the applicant's satisfactory completion of the required 125 hours.

The applicant must upload transcripts and the documentation form to the online application or include them with the paper application submitted via mail or email.

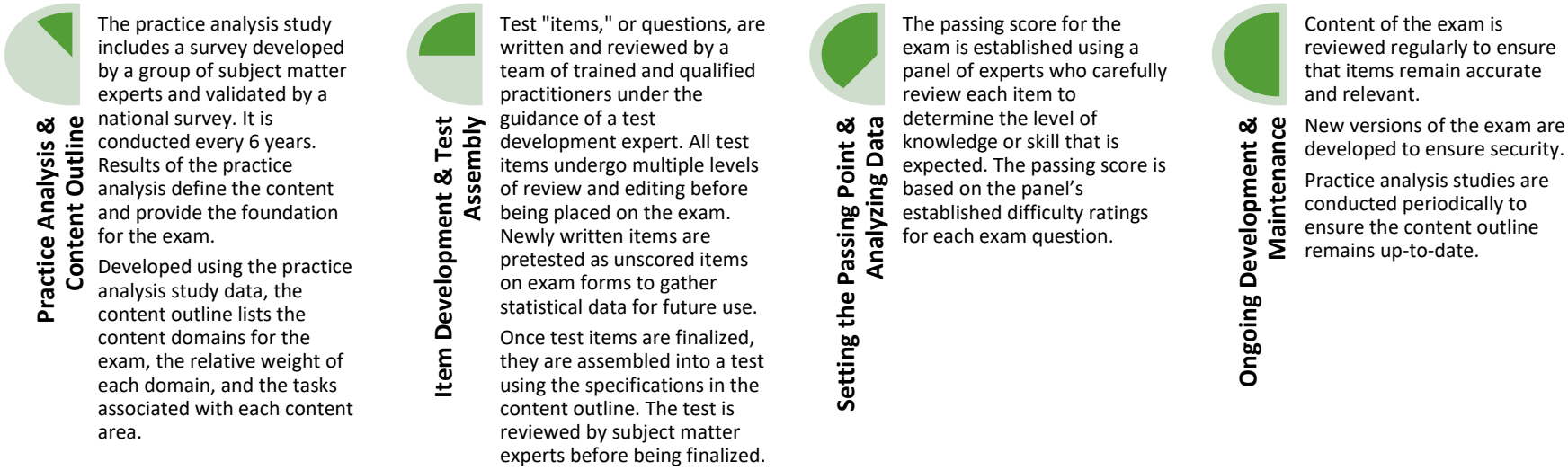
Code of Professional Conduct for BCPPs and Application Statement

Applicants must sign an Application Statement on the application confirming that they have never been convicted of a felony, and agreeing to adhere to the Code of Professional Conduct for BCPPs. The attestation provides assurance that applicants have read, understood, and agree to abide by the Code.

Section Two: Preparing for the Examination

How the Exam Was Developed

The Certification Governing Council participates in and provides oversight for the development and ongoing maintenance of the BCPP examination. The CGC works in partnership with psychometric consultation to ensure the examination is developed and maintained in a manner consistent with generally accepted psychometric principles, educational testing practices, and national accreditation standards for certification programs. The exam was developed following the process outlined in the chart below:



Studying for the Exam

As the certification program governing body, it is within the CGC's role to develop and administer the certification examination to determine the qualifications of candidates for certification. The CGC does not require, provide, approve, accredit, or endorse any specific study guides, review courses, or other examination preparation products.

The CGC will not approve, endorse, or recommend any education or training programs or products designed or intended to prepare candidates for BCPP certification. The CGC has no involvement in the development or delivery of such programs or products. APTA-

approved training is required in order to meet the eligibility requirements, and the APTA Director of Education approves all training programs and operates separately from the CGC and certification functions.

Examination Outline

The BCPP examination is a 100-item multiple choice examination. Beginning January 1, 2019, the BCPP examination will include 25 pretest items for a total of 125-items on the multiple-choice examination. Pretest items are unscored items that do not count towards the candidate's score and are used to collect item statistics for future exams.

The exam is delivered via paper and pencil administration. Candidates are allowed three (3) hours to complete the exam. The exam is offered in English only.

Candidates who plan to test prior to January 1, 2019 should reference the content outline listed immediately below. Candidates planning to test January 1, 2019 or later should reference the revised content outline.

Candidates Testing Prior to January 1, 2019

Topics covered by the exam **prior to January 1, 2019** are:

- Domain 1: Preparation 3%
- Domain 2: Rapport 5%
- Domain 3: Assessment 30%
- Domain 4: Strategy 10%
- Domain 5: Treatment 50%
- Domain 6: Ethics 2%

Domain, Task, and Knowledge Statements

(3%) Domain I - Preparation

1. Establish an energetically and physically comfortable and hygienic clinical area.
2. Promote and exercise self-awareness.
3. Adopt a neutral attitude and state of alignment.
4. Clear the energetic field.

The safe and effective performance of these tasks requires knowledge of:

- K-1: The three principles of energy movement
- K-2: Sanitation
- K-3: Hierarchy of consciousness
- K-4: Ultrasonic core
- K-5: Involution and evolution
- K-6: Neutrality and unity
- K-7: Etheric energy body

(5%) Domain II - Rapport

1. Create a therapeutic relationship in which effective polarity therapy can take place.

The safe and effective performance of this task requires knowledge of:

- K-1: The three principles of energy movement
- K-8: Techniques for establishing rapport (e.g., attentive listening, compassionate contact, receptivity/leadership

(30%) Domain III - Assessment

1. Obtain a health history
2. Determine client goals
3. Observe/measure client characteristics in relation to the step-down of energy and the client's strengths. This may include mental, emotional, physical, structural and energetic patterns factors

The safe and effective performance of these tasks requires knowledge of:

- K-1: The three principles of energy movement
- K-3: Hierarchy of consciousness
- K-4: Ultrasonic core
- K-5: Involution and evolution
- K-7: Etheric energy body
- K-8: Techniques for establishing rapport (e.g., attentive listening, compassionate contact, receptivity/leadership)
- K-9: Components of a health history (e.g., APTA Health History and Intake Form)
- K-10: Step-down of energy

- K-11: The five elements
- K-12: Energy centers (chakras)
- K-13: Oval fields
- K-14: Sensory and motor pranas
- K-15: Triaxial, spatial relationships
- K-16: The three primary currents
- K-17: The three primary geometric relationships
- K-18: The five mental passions and virtues
- K-19: Correlation of energy status with mental, emotional and physical states
- K-20: Pentamirus pattern
- K-21: Anatomy and physiology (orthodox)
- K-22: Anatomy and physiology (energy model)
- K-23: Quality, rate and tension of pulse (demonstrating the three principles)
- K-24: Acute vs. chronic conditions
- K-25: Structural relationships (leg length, sacral base position, vertebral tension)
- K-26: Vital centers and actions
- K-27: The three nervous systems

(10%) Domain IV – Strategy

1. Integrate assessment information and formulate a treatment strategy.

The safe and effective performance of this task requires knowledge of:

- K-1: The three principles of energy movement
- K-3: Hierarchy of consciousness
- K-4: Ultrasonic core
- K-5: Involution and evolution
- K-6: Neutrality and unity
- K-7: Etheric energy body
- K-8: Techniques for establishing rapport (e.g., attentive listening, compassionate contact, receptivity/leadership)

- K-9: Components of a health history (e.g., APTA Health History and Intake Form)
- K-10: Step-down of energy
- K-11: The five elements
- K-12: Energy centers (chakras)
- K-13: Oval fields
- K-14: Sensory and motor pranas
- K-15: Triaxial, spatial relationships
- K-16: The three primary currents
- K-17: The three primary geometric relationships
- K-18: The five mental passions and virtues
- K-19: Correlation of energy status with mental, emotional and physical states
- K-20: Pentamirus pattern
- K-21: Anatomy and physiology (orthodox)
- K-22: Anatomy and physiology (energy model)
- K-23: Quality, rate and tension of pulse (demonstrating the three principles)
- K-24: Acute vs. chronic conditions
- K-25: Structural relationships (leg length, sacral base position, vertebral tension)
- K-26: Vital centers and actions
- K-27: The three nervous systems
- K-28: The four areas of polarity therapy practice and their applications

(50%) Domain V - Treatment

Bodywork

1. Establish a receptive field by assisting the client in becoming relaxed and comfortable in their physical body on the table or other venue.
2. Make contact through presence, quality of touch, attitude, etc.
3. Create additional rapport and conduct further assessment through palpation.
4. Open the field and balance general energy dynamics.

5. Listen and respond to energy directives from the client's system by engaging specific details, lines of force, harmonic relationships, etc. (This may include balancing energy, structure and function.)
6. Re-assess to discern the response to the work.
7. Acknowledge the therapeutic results.
8. Integrate the session by closing the field.

Education

9. Provide information and instruction to the client in: stretching postures, energetic nutrition and life style behaviors

Stretching Postures

10. Demonstrate and lead the client through movements that have energetic applications and structural and functional benefits.

Communication and Facilitation

11. Guide the client to wholeness and well-being by listening and reflecting, loving presence, exploring limiting belief systems, interpreting and interacting with unconscious material, etc.

<u>The safe and effective performance of these tasks requires knowledge of:</u>

- K-1: The three principles of energy movement
- K-2: Sanitation
- K-3: Hierarchy of consciousness
- K-4: Ultrasonic core
- K-5: Involution and evolution
- K-6: Neutrality and unity
- K-7: Etheric energy body
- K-8: Techniques for establishing rapport (e.g., attentive listening, compassionate contact, receptivity/leadership)
- K-10: Step-down of energy
- K-11: The five elements
- K-12: Energy centers (chakras)
- K-13: Oval fields
- K-14: Sensory and motor pranas
- K-15: Triaxial, spatial relationships
- K-16: The three primary currents
- K-17: The three primary geometric relationships

- K-21: Anatomy and physiology (orthodox)
- K-22: Anatomy and physiology (energy model)
- K-23: Quality, rate and tension of pulse (demonstrating the three principles)
- K-24: Acute vs. chronic conditions
- K-25: Structural relationships (leg length, sacral base position, vertebral tension)
- K-26: Vital centers and actions
- K-27: The three nervous systems
- K-28: The four areas of polarity therapy practice and their applications
- K-29: Contacts for elemental triads
- K-30: Contacts for the five-pointed star
- K-31: Contacts for the six-pointed star
- K-32: Contacts for spinal harmonics
- K-33: Contacts for perineal therapy
- K-34: Contacts for the two branches of the autonomic nervous system
- K-35: General balancing techniques
- K-36: Process oriented session
- K-37: Spatial oriented session
- K-38: Energy tracing session
- K-39: The three modes of touch
- K-40: Contraindications of touch
- K-41: Chakra balancing techniques
- K-42: Process oriented polarity therapy bodywork techniques
- K-43: Stretching postures (including benefits and precautions)
- K-44: Energetic nutrition
- K-45: Instructional techniques

(2%) Domain VI - Ethics

1. Polarity therapists conduct their practice in a manner consistent with the best interests of the client and applicable codes of ethics and professional standards.

The safe and effective performance of this task requires knowledge of:

- K-46: APTA Standards for Practice and Education and the Code of Professional Conduct for Polarity Therapy Practitioners.

Candidates Testing January 1, 2019 or later

Topics covered by the exam **beginning January 1, 2019** are:

- Domain 1: Prepare for the Session 8%
- Domain 2: Establish Therapeutic Rapport 7%
- Domain 3: Assess the Client 15%
- Domain 4: Determine the Therapeutic Plan 15%
- Domain 5: Perform Polarity Therapy 50%
- Domain 6: Practice Ethically 5%

Domain and Task Statements

(8%) Domain I – Prepare for the Session

T1. Establish a hygienic clinical area and an energetically and physically comfortable setting.

T2. Promote and exercise self-awareness.

T3. Adopt a neutral attitude and state of alignment.

T4. Clear the energetic field.

(7%) Domain II – Establish Therapeutic Rapport

T5. Create a therapeutic relationship in which effective polarity therapy can take place.

T6. Meet the client where they are energetically and establish resonant rapport.

(15%) Domain III – Assess the Client

T7. Obtain a health history/structural assessment, including contraindications.

T8. Determine client goals/intentions and preferences.

T9. Observe/measure the client's strengths and weaknesses in relation to the step-down of energy. This may include the following factors: mental, emotional, physical, structural, and energetic patterns.

(15%) Domain IV – Determine Therapeutic Plan

T10. Integrate assessment information and formulate a therapeutic plan.

T11. Reassess and re-strategize as necessary.

(50%) Domain V – Perform Polarity Therapy

T12. Establish a receptive field by assisting the client in becoming relaxed and comfortable in their physical body on the table or other venue.

T13. Make contact through presence, quality of touch, attitude, and neutrality.

T14. Create additional rapport and conduct further assessment through palpation and observation.

T15. Open the field and balance general energy dynamics.

T16. Listen and respond to energy directives from the client's system by engaging specific details, lines of force, and harmonic relationships. (This may include balancing energy currents, structure and function.)

T17. Re-assess through communication, touch, and energetic and somatic response to discern the effectiveness of the work.

T18. Acknowledge the therapeutic results.

T19. Integrate the session by closing the field.

T20. Demonstrate and lead the client through movements that have energetic applications and structural and functional benefits.

T21. Provide information and instruction to the client in stretching postures, energetic food awareness, and lifestyle behaviors.

T22. Support client well-being by listening and reflecting, maintaining loving presence, exploring limiting belief systems, recognizing and acknowledging unconscious material, and communicating effectively.

(5%) Domain VI – Practice Ethically

T23. Follow the APTA code of ethics and professional standards.

T24. Set an intention(s) that is in the best interest of the client.

Knowledge Statements

ID	Knowledge/Ability Statements	Prepare for the Session	Establish Therapeutic Rapport	Assess the Client	Determine Therapeutic Plan	Perform Polarity Therapy	Practice Ethically
K-1	The three principles of energy movement	Y	Y	Y	Y	Y	
K-2	Sanitation	Y				Y	
K-3	Hierarchy of consciousness	Y	Y	Y	Y	Y	
K-4	Ultrasonic core	Y			Y	Y	
K-5	Involution and evolution	Y		Y	Y	Y	
K-6	Neutrality and unity (nonjudgmental and objective)	Y	Y		Y	Y	
K-7	Etheric energy body	Y		Y	Y	Y	
K-8	Techniques for establishing rapport (e.g., attentive listening, compassionate contact, receptivity/leadership, resonance)		Y	Y	Y	Y	
K-9	Components of a health history (e.g., APTA Health History and Intake Form)			Y	Y		
K-10	Step-down of energy			Y	Y	Y	
K-11	The five elements				Y	Y	
K-12	Energy centers (chakras)			Y	Y	Y	
K-13	Oval fields				Y	Y	
K-14	Sensory and motor pranas			Y	Y	Y	
K-15	Triaxial, spatial relationships			Y	Y	Y	

ID	Knowledge/Ability Statements	Prepare for the Session	Establish Therapeutic Rapport	Assess the Client	Determine Therapeutic Plan	Perform Polarity Therapy	Practice Ethically
K-16	The three primary currents			Y	Y	Y	
K-17	The three primary geometric relationships			Y	Y	Y	
K-18	The five mental passions and virtues			Y	Y		
K-19	Correlation of energy status with mental, emotional and physical states			Y	Y		
K-20	Pentamirus pattern			Y	Y		
K-21	Anatomy and physiology (orthodox)			Y	Y	Y	
K-22	Anatomy and physiology (energy model)			Y	Y	Y	
K-23	Quality, rate, and tension of pulse (demonstrating the three principles)			Y	Y	Y	
K-24	Acute vs. chronic conditions			Y	Y	Y	
K-25	Structural relationships (leg length, sacral base position, vertebral tension)			Y	Y	Y	
K-26	Vital centers and actions			Y	Y	Y	
K-27	The three nervous systems			Y	Y	Y	
K-28	The four areas of polarity therapy practice and their applications				Y	Y	
K-29	Contacts for elemental triads					Y	
K-30	Contacts for the five-pointed star					Y	
K-31	Contacts for the six-pointed star					Y	

ID	Knowledge/Ability Statements	Prepare for the Session	Establish Therapeutic Rapport	Assess the Client	Determine Therapeutic Plan	Perform Polarity Therapy	Practice Ethically
K-32	Contacts for spinal harmonics					Y	
K-33	Contacts for perineal therapy					Y	
K-34	Contacts for the two branches of the autonomic nervous system					Y	
K-35	General balancing techniques					Y	
K-36	Process-oriented session					Y	
K-37	Spatially-oriented session					Y	
K-38	Energy tracing session					Y	
K-39	The three modes of touch					Y	
K-40	Contraindications of touch					Y	
K-41	Chakra balancing techniques					Y	
K-42	Stretching postures (including benefits and precautions)					Y	
K-43	Energetic food awareness					Y	
K-44	Instructional techniques					Y	
K-45	APTA Standards for Practice and Education and Code of Ethics						Y

Optional Resources

A list of optional resources that may be helpful in preparing for the exam is available in the Polarity Library on the APTA web site. Purchase or use of these resources is not required and is not considered the best or only means of preparing for the exam. The list is not intended to be all-inclusive. The primary resource for study is the APTA Standards for Practice.

Section Three: Taking the Exam

What to Expect on Exam Day

Candidates are eligible to take the BCPP exam after their application has been approved.

To provide a fair and consistent environment for all candidates, the exam is delivered using standardized procedures that follow strict security protocols. Candidates are required to follow all exam site rules at all times. Failure to follow these rules may result in termination of a candidate's testing session, invalidation of the candidate's exam score, and/or disciplinary action.

Taking the Exam

Exam Admission

Candidates must follow the outlined procedures on the day of the exam:

- Bring the admittance ticket received prior to the exam session.
- Present a photo ID with a signature (such as a valid driver's license or passport) with candidate's name as printed on the admittance ticket. The name on the photo ID must match the name on the admittance ticket. The signature must match the signature on the sign-in form at the test site.
- Report to the exam site no later than 30 minutes prior to the beginning of the exam session. Distribution of exam materials, and exam instructions are provided promptly at the scheduled exam time. The total time allowed to take the exam is three consecutive hours. Up to an additional 30 minutes has been allowed for instructions. There are no scheduled breaks.

Candidates without an admittance ticket, photo ID with a matching signature, or who arrive after the scheduled examination time are NOT permitted to enter the exam administration and their application fees are forfeited.

Exam Locations

The BCPP examination is administered by authorized proctors in approved testing locations such as a library or college. Candidates must submit the name and address of the site selected for approval by the certification program.

All examination sites must meet the following criteria:

- Examination rooms will be quiet and free of disruption;
- Rooms will have adequate and comfortable ventilation, lighting, and temperature;
- All exam administrations will be monitored by approved proctors;
- Entrances/exits will be monitored/controlled and working fire exits will be available;
- The test site will be accessible in compliance with the Americans with Disabilities Act (ADA); and,
- Candidates will have access to restroom facilities.

Rescheduling and Cancellations

If a candidate is unable to attend or chooses not to attend a scheduled examination, a request for withdrawal or change of date must be made in writing to the cgcoffices@polaritytherapy.org at least 10 business days prior to the scheduled exam. Candidates are permitted to reschedule the examination at no additional charge. The exam must be rescheduled within 10 business days and taken within 30 calendar days of the original exam date.

When withdrawing from the process, the application fee is refundable, minus a $50 processing fee. Candidates who fail to appear for an examination for any reason, without providing a written notice prior to the scheduled examination as required, forfeit all fees and must reapply and pay appropriate fees for subsequent examinations.

For those indefinitely canceling the exam, to apply for a future date, the candidate is required to complete a new application, pay all applicable fees, and meet all eligibility requirements in effect at the time of reapplication.

Under extreme circumstances (medical emergency, inclement weather, court appearance or jury duty, military duty, or death of an immediate family member) late cancellations may be accepted. In extreme circumstances which either immediately precede or coincide with the exam, documentation must be provided in writing to the certification program staff within the 10 days of the scheduled exam. Approvals are made on a case-by-case basis by staff or the CGC.

If a candidate is unable to arrive at a designated exam site because of inclement weather, terrorist acts, a natural disaster, or other unforeseen emergencies beyond control of the candidate, as determined by staff and the CGC, the candidate is allowed to reschedule with no added fees.

Exam Site Rules

In addition to the admission procedures, the following exam site rules will be enforced:

- No guests are permitted in the examination room.
- No reference material, books, papers, or personal items are allowed in the examination room.
- All electronic devices are turned off and placed out of view.
- No weapons or instruments that may reasonably be used as weapons are brought into the examination room.
- No exam materials, documents, or memoranda of any sort are taken from the examination room.
- Candidates are not to communicate with other candidates during the examination.
- Proctors are authorized to maintain secure and proper exam administration procedures.
- No questions concerning the content of the examination are asked during the exam period.
- Food and beverages are not permitted in the examination room.
- Tobacco products and gum are not used during the examination.
- Breaks are not scheduled during the exam. Candidates are permitted breaks, but no additional time is given candidates who take breaks.
- Candidates who leave the exam room must receive permission from the proctor and may be escorted while outside the exam room.
- Candidates are not allowed to talk during breaks. Those who do are denied re-admittance to the exam room, forfeit all fees, and their exams are not scored.

Cheating and Exam Security

Proctors are authorized to take immediate, appropriate measures against candidates who violate exam site rules and will report such violations to the CGC. Any candidate who is observed engaging in any misconduct is subject to dismissal from the examination, may be barred from future examinations for a period ranging from one year to permanent dismissal, and may be required to forfeit his/her current application fee and/or period of eligibility. The candidate is entitled to appeal the dismissal determination.

All proprietary rights to the BCPP exam are held by APTA. In order to protect the validity of the scores reported, candidates must adhere to strict guidelines regarding proper conduct in handling these proprietary exam materials. Reproduction of all or part of the BCPP exam is strictly prohibited. Such attempts may include, but are not limited to: removing materials from the testing room; aiding others by any means in reconstructing any portion of the exam; posting content on any discussion forum or website; and selling, distributing, receiving, or

having unauthorized possession of any portion of the exam. The CGC reserves the right to investigate any incident of suspected misconduct or irregularity. Alleged violations will be investigated and, if warranted, disciplinary actions will ensue. It should be noted that examination scores might become invalid in the event of this type of suspected breach. Permanent revocation of certification may occur if allegations are substantiated. Individuals suspected of cheating will be subject to the disciplinary policies and procedures in Section 5 of this Candidate Handbook.

Section Four: After the Exam

Exam Reports

Score reports will be issued directly to candidates in approximately the second week of the month following the month in which they took the exam. Results are not given over the phone. Score reports will include a “pass” or “fail” result. Candidates will receive their test score and information on their performance in each content domain area.

Candidate exam results are confidential and will be released only to the candidate, unless an authorized signed release is provided in writing by the individual or release is required by law.

Understanding Your Scores

A criterion-referenced standard setting process is used to establish the passing point for the exam. This means that each candidate’s performance on the exam is measured against a predetermined standard. Candidates are not graded on a curve and do not compete against each other or against a quota.

This passing score for the exam is established using a panel of Subject Matter Experts (SMEs) who carefully review each exam question to determine the basic level of knowledge or skill that is expected. The passing score is based on the panel’s established difficulty ratings for each exam question. Under the guidance of the psychometrician, the panel develops and recommends the passing point which is reviewed and approved by the Certification Governing Council. The passing point for the exam is established to identify individuals with an acceptable level of knowledge and skill. Receiving a score higher than the passing score is not an indication of more advanced knowledge or a predictor of better job performance. All individuals who pass the exam, regardless of their score, have demonstrated an acceptable level of knowledge.

Re-Examination

Candidates who fail the exam may re-test after a 30-day waiting period following the date the previous exam was taken. Candidates are allowed two testing opportunities for the application fee. The second attempt must be taken within 3 months of the original exam date (Initial exam and retest must be taken within 6 months total of date of eligibility letter).

Section Five: Complaints and Disciplinary Actions

Introduction

The full complaints and disciplinary actions policy and procedures will be available to the public via the APTA web site and through this Candidate Handbook.

In order to maintain and enhance the credibility of the BCPP certification program, the CGC has adopted the following procedures to allow individuals to bring complaints concerning the conduct of BCPP candidates or certificants to the CGC. Complaints that may concern conduct that is potentially harmful to the public or inappropriate to the discipline of Polarity Therapy (e.g. fraud, incompetence, unethical behavior, or physical / mental impairment affecting performance, misrepresentation of the credential, conviction of a felony or other crime of moral turpitude related to professional practice, gross negligence, or willful misconduct in the performance of the profession) are processed. Appropriate treatment of sensitive information and fair decision making is ensured.

In the event a certificant violates the Code of Professional Conduct for BCPPs, CGC certification rules, requirements, and/or policies, the CGC may reprimand or suspend the individual or may revoke certification.

Grounds for Sanctions

The grounds for sanctions under these procedures may include, but are not necessarily limited to:

- Any restrictions such as revocation, suspension, probation or other sanctions of the professional's license, where applicable.
- Violation of the established Code of Professional Conduct for BCPPs, CGC rules, requirements and/or policies.
- Conviction of a felony or other crime of moral turpitude under federal or state law in a matter related to the practice of, or qualifications for services provided by a BCPP.
- Gross negligence, willful misconduct, or other unethical conduct in the performance of services for which the individual has achieved BCPP certification.
- Fraud, falsification, or misrepresentation in an initial application or renewal application for certification.
- Falsification of any material information requested by the CGC.
- Misrepresentation of BCPP status, including abuse of the logo.

- Cheating on any certification examination.

Actions taken under this policy do not constitute enforcement of the law, although referral to appropriate federal, state, or local government agencies may be made about the conduct of the certificant in appropriate situations. Individuals initially bringing complaints are not entitled to any relief or damages by virtue of this process, although they will receive notice of the actions taken.

Complaints

Complaint Submission

Complaints may be submitted by any individual or entity. Complaints should be reported to the certification program staff member in writing via mail or email and include the name of the person submitting the complaint, the name of the person the complaint is regarding along with other relevant identifying information, a detailed description of allegations supporting the charges, and any relevant supporting documentation. The submission must be made within 90 days of the incident. Information submitted during the complaint and investigation process is considered confidential and will be handled in accordance with CGC's confidentiality policy. Anonymous complaints and those made by a third party are not accepted.

Inquiries or submissions other than complaints may be reviewed and handled by the CGC or its staff members at its discretion.

Preliminary Review

Upon receipt and preliminary review of a complaint involving a BCPP candidate or certificant, the certification program staff member and the CGC Chair will ensure that certain criteria are met before proceeding:

- Complainant must have personal knowledge of the alleged violation or misbehavior or be in a position to supply relevant and reliable documentation.
- Complainant must demonstrate by documentation and factual evidence that the complaint involves a candidate for certification, a current certificate holder, or a person falsely representing oneself as a BCPP or that it relates to an issue or issues directly related to certification standards and/or the Code of Professional Conduct for BCPPs.

The staff member and CGC Chair may conclude, in their sole discretion, that the submission:

- contains unreliable or insufficient information, or
- is patently frivolous or inconsequential.

In such cases that the outlined criteria are not met or the certification program staff member and the CGC Chair determine that the submission does not constitute a valid and actionable complaint that would justify bringing further investigation, the submission is dismissed without further consideration and written notice provided to its submitter. All such preliminary dispositions by the CGC Chair are reported to the CGC at its next meeting.

A preliminary review will be conducted within 15 business days of receipt of the complaint.

If a submission is deemed by the certification program staff member and CGC Chair to be a valid and actionable complaint, the CGC Chair will see that written notice is provided to the certificant whose conduct has been called into question. The certificant whose conduct is at issue also will be given the opportunity to respond to the complaint. The Chair will ensure that the individual submitting the complaint receives notice that the complaint is being reviewed by the CGC.

Complaint Review

For each complaint that the certification program staff member and CGC Chair conclude is a valid and actionable complaint, the CGC authorizes an investigation by the APTA Ethics Committee into its specific facts or circumstances to whatever extent is necessary in order to clarify, expand, or corroborate the information provided by the submitter.

Ethics Committee Appointment and Responsibilities

The APTA Ethics Committee will investigate and make an appropriate determination with respect to each such valid and actionable complaint. The APTA Ethics Committee may review one or more such complaints as determined by the Chair. The Ethics Committee initially determines whether it is appropriate to review the complaint under these Procedures or whether the matter should be referred to another entity engaged in the administration of law. The APTA Ethics Committee meets for complaint review and deliberations within 60 days of the date on which the complaint is received.

The complainant and/or the subject of the complaint may be asked to appear before the committee to make an oral and/or written presentation and to respond to questions. Both the individual submitting the complaint and the certificant who is the subject of the investigation (or his or her employer) may be contacted for additional information with respect to the complaint. The APTA Ethics Committee, or the CGC on its behalf, may at its discretion contact such other individuals who may have knowledge of the facts and circumstances surrounding the complaint. All parties may be represented by counsel although it is not required. The APTA Ethics Committee may be assisted in the conduct of its investigation by members of the CGC, APTA staff or legal counsel, and/or a licensed investigator. The CGC Chair exercises general supervision over all investigations.

All investigations and deliberations of the Ethics Committee and the CGC are conducted in confidence, with all written communications sealed and marked "Personal and Confidential," and they are conducted objectively, without any indication of prejudgment. An investigation may be directed toward any aspect of a complaint which is relevant or potentially relevant.

Certificants who are found to bring frivolous complaints against other certificants or APTA may be subject to disciplinary action by the CGC, up to and including revocation of certification.

Members of the Ethics Committee will be reimbursed for reasonable expenses incurred in connection with the activities of the Committee.

Determination of Violation

Ethics Committee Recommendation

Upon completion of an investigation, the APTA Ethics Committee communicates its recommendation of a determination as to whether a violation has occurred to the CGC which makes the final determination and informs all parties involved by written notice within 90 days. If the CGC determines that the nature of the situation warrants, the determination may also be communicated by written notice to a candidate / certificate holder's employer or other relevant agencies or regulatory boards if allowed by or required by law.

When the APTA Ethics Committee recommends that the CGC find a violation, the APTA Ethics Committee also recommends imposition of an appropriate sanction. If the Ethics Committee so recommends, a proposed determination with a proposed sanction is prepared and is presented by a representative of the Ethics Committee to the CGC along with the record of the APTA Ethics Committee's investigation.

Certification Governing Council Determination

Complaint Dismissal

If the APTA Ethics Committee recommends against a determination that a violation has occurred, the complaint is dismissed with notice to the certificant, the certificant's employer (if involved in the investigation), and the individual or entity who submitted the complaint; a summary report is also made to the CGC.

Determination of Violation

The CGC reviews the recommendation of the APTA Ethics Committee based upon the record of the investigation. The CGC may accept, reject, or modify the APTA Ethics Committee's recommendation, either with respect to the determination of a violation or the recommended sanction to be imposed. If the CGC makes a determination that a violation has occurred, this determination and the imposition of a sanction are promulgated by written notice to the certificant, and to the individual submitting the complaint, if the

submitter agrees in advance and in writing to maintain in confidence whatever portion of the information is not made public by the CGC. All determinations by the CGC that violations have occurred will be reported to the APTA Board of Directors by the Chair of the CGC.

In certain circumstances, the CGC may consider a recommendation from the APTA Ethics Committee that the certificant who has violated the certification program policies or rules should be offered an opportunity to submit a written assurance that the conduct in question has been terminated and will not recur. The decision of the APTA Ethics Committee to make such a recommendation and of the CGC to accept it are within their respective discretionary powers. If such an offer is extended, the certificant at issue must submit the required written assurance within 30 days of receipt of the offer, and the assurance must be submitted in terms that are acceptable to the CGC. If the CGC accepts the assurance, notice is given to the certificant's employer, as appropriate, and to the submitter of the complaint, so long as the submitter agrees in advance and in writing to maintain the information in confidence.

Sanctions

Any of the following sanctions may be imposed by the CGC upon an individual whom the CGC has determined to have violated the policies and rules of its certification program, although the sanction applied must reasonably relate to the nature and severity of the violation, focusing on reformation of the conduct of the member and deterrence of similar conduct by others:

- Deny a candidate’s application for examination or certification, or a certificate holder’s application for re-certification;
- Require a candidate to retake the certification exam;
- Invalidate the examination score(s) of a candidate; require a candidate to wait a specified period of time before re-applying to take the examination; and/or revoke a candidate’s eligibility to sit for future examinations;
- Require the individual to engage in remedial education and/or training;
- Written reprimand to the certificant;
- Suspension of the certificant for a designated period; or,
- Termination of the certificant's certification.

For sanctions that include suspension or termination, a summary of the final determination and the sanction with the certificant's name and date will be published on the APTA web site by the CGC. This information will be published only after any appeal has either been considered or the appeal period has passed.

Reprimand in the form of a written notice from the Chair normally is sent to a certificant who has received his or her first substantiated complaint. Suspension normally is imposed on a certificant who has received two substantiated complaints. Termination normally is imposed on a certificant who has received two substantiated complaints within a two year period, or three or more substantiated complaints. The CGC may at its discretion, however, impose any of the sanctions, if warranted, in specific cases.

Certificants who have been terminated will have their certification revoked and may not be considered for CGC certification in the future. If certification is revoked, any and all certificates or other materials requested by the CGC must be returned promptly to the CGC.

If permitted by the individual's sanction, a request for reinstatement of certification revoked due to disciplinary actions may be submitted. The request must be in writing and is reviewed by the CGC on a case by case basis.

Should it be determined that an individual whose certification has been revoked may reinstate, that individual must reapply as a new applicant, pay all associated fees, and fulfill all certification requirements.

Appeal

Request for Appeal

Within 30 calendar days from receipt of notice of a determination by the CGC that a certificant violated the certification program policies and/or rules, the affected certificant may submit a request for an appeal in writing to the CGC.

Appeals Committee

Upon receipt of a request for appeal, the Chair of the CGC establishes an appellate body consisting of at least three, but not more than five, individuals who are BCPP certificants in good standing. This Appeals Committee may review one or more appeals upon request by the Chair. No current members of the Ethics Committee or the CGC may serve on the Appeals Committee; further, no one with any personal involvement or conflict of interest may serve on the Appeals Committee. Members of the Appeals Committee may be reimbursed for reasonable expenses incurred in connection with the activities of the Committee.

Basis for Appeal

The Appeals Committee may only review whether the determination by the CGC of a violation of the certification program policies and/or rules was inappropriate because of:

- material errors of fact, or

- failure of the Ethics Committee or the CGC to conform to published criteria, policies, or procedures.

Appeal Procedure

Only facts and conditions up to and including the time of the CGC's determination as represented by facts known to the CGC are considered during an appeal. The appeal will not include a hearing or any similar trial-type proceeding. Legal counsel is not expected to participate in the appeal process, unless requested by the appellant and approved by the CGC and the Appeals Committee. The CGC and Appeals Committee may consult legal counsel.

The Appeals Committee conducts and completes the appeal process within 30 days after receipt of the request for an appeal. Written appellate submissions and any reply submissions may be made by authorized representatives of the member and of the CGC. Submissions are made according to whatever schedule is reasonably established by the Appeals Committee. The decision of the Appeals Committee either affirms or overrules the determination of the CGC, but does not address a sanction imposed by the CGC. The decision of the Appeals Committee, including a statement of the reasons for the decision, is reported to the CGC and the APTA Board of Directors. The CGC notifies the appellant in writing of the final determination within 30 days of the Appeals Committee's decision. The Appeals Committee decision is binding upon the CGC, the certificant who is subject to the termination, and all other persons, and no further appeals are accepted.

Resignation

If a certificant who is the subject of a complaint voluntarily surrenders his or her certification at any time during the pendency of a complaint under these procedures, the complaint is dismissed without any further action by the Ethics Committee, the CGC, or an Appeals Committee established after an appeal. The entire record is sealed, and the individual may not reapply for certification. However, the CGC may authorize the Chair to communicate the fact and date of resignation, and the fact and general nature of the complaint which was pending at the time of the resignation, to or at the request of a government entity engaged in the administration of law. Similarly, in the event of such resignation, the person or entity who submitted the complaint is notified of the fact and date of resignation and that the CGC has dismissed the complaint as a result.

Section Six: Maintaining Your Certification

Recertification Purpose and Rationale

The CGC supports the ongoing professional development of its certificants and recognizes that Polarity Therapy practitioners must maintain professional competency based on new information and knowledge affecting their practices. The mandatory renewal process provides certificants with the opportunity to demonstrate continued competence through the retention, reinforcement, and expansion of their knowledge and skills. Renewal also provides encouragement to, and acknowledgement for, participation in ongoing professional development activities and continued learning.

To support this purpose, recertification requires continuing education that enhances ongoing professional development, acknowledgement of any criminal convictions, and an ongoing commitment to professional and ethical behavior. Continuing education units (CEUs) must correspond to the exam content outline defined by the most recent job analysis. The current content outline is available on the web site. The amount of required CE credits (15 Continuing Education Hours) has proven adequate for Polarity Therapy practitioners to maintain current professional standards of knowledge and skills in the delivery of services. Because adult learning and professional development occur through a variety of learning experiences, continuing education hours may be earned through a variety of activities, as outlined in this policy.

Energy medicine practices such as Polarity Therapy are constantly being integrated into mainstream healthcare. To maintain use of the credential, certification must be renewed every two (2) years. The two-year recertification cycle was selected by the CGC based on a review of input from the Polarity Therapy community regarding the need to demonstrate current knowledge and skill in the practice of Polarity Therapy and allows the ongoing monitoring needed to ensure the continued competence of certified individuals throughout their careers.

Recertification Application

A complete recertification application includes:

1) Payment of the recertification fee
2) A completed Continuing Education Units Log (see Forms) documenting 15 CEUs accrued during the 2-year certification period and the corresponding CEU certificates for each activity
3) Attestation to uphold the Code of Professional Conduct for BCPPs and attestation of no felony convictions

Recertification applications are considered incomplete if any of the required information is missing and/or illegible, or the appropriate fee is not included. Recertification applications must be complete before they are processed and approved.

Certified individuals are responsible for notifying APTA in writing of any changes in address, including email address. Certification renewal is the responsibility of each certified individual. The CGC is not responsible for notices that fail to reach certificants.

Recertification Requirements

Total Hours

To maintain active BCPP status in good standing, practitioners are required to obtain 15 CEUs within the 2-year certification period**.** Courses, classes and/or research which expand the knowledge and augment the abilities of a BCPP will be considered for CEU credits. Content provided in eligible CEU activities must meet at least one of the following criteria:

- Corresponds to at least one of the BCPP exam content domains as identified by the most recent Job Analysis
    - At least 50% of an applicant's CEUs are required to be in any of the exam content domains established by the most current Practice Analysis (see Examination Outline). CEUs may be a combination of different domains, but 5% are required to be in Ethics.
- Supports the practitioner's abilities to grow his/her practice
    - It is recognized that Polarity Therapy is a profession that is based on stable theory and is unlikely to radically change. Therefore, continuing education that supports the practitioner's abilities to grow his/her practice is considered acceptable but may only be 50% of the required CEUs.

Types of professionally-related continuing education activities that are considered acceptable are listed below. One CEU credit is awarded for each clock hour of class/participation time. Certificants may contact the certification program staff person to ensure an activity is acceptable before enrolling in the activity or submitting the recertification application.

Acceptable means of obtaining CEU hours include:

- Health and wellness conferences offered by APTA or other organizations
- Offerings from APTA ATMs or RPEs
- Local workshops

- Online courses
- Research (article or book) or a literary review which includes the current knowledge, substantive findings, as well as theoretical and methodological contributions to the field of Polarity Therapy. Articles, book, or literary review must be 500 words in length and will count as 1 CEU total. Only 1 of these will be allowed per recertification period.
- Tele-conference presentations and webinars provided and documented by a RPE or BCPP who has 2 or more years of experience.
- Continuing education units will be awarded to SMEs who have served on a CGC test development task group and fulfilled their agreed upon role. The CGC staff person will maintain a record of CEUs earned in this category and will submit documentation to the SME. A BCPP may contact the certification staff person to be considered for a task group.

Code of Professional Conduct for Board Certified Polarity Practitioners

Individuals must attest to continue to uphold the Code of Professional Conduct for BCPPs and that no felony convictions have been made against the individual during the certification period. If a certificant has received a felony conviction during the certification cycle, the individual is not eligible to renew the certification. When felony convictions are denied, should any report of criminal convictions be made known, the individual's certification is immediately suspended and an investigation begun.

Should a candidate not uphold the signed agreement for the Code of Professional Conduct for BCPPs, the CGC will follow the procedures outlined in the Disciplinary Policy.

Application Deadline and Fees

Application Due Date

The completed application, supporting documentation, and fee must be submitted 15 days prior to the certification expiration date.

The certification program will send a reminder of the upcoming recertification due date to the last address on file. Failure of a certificant to receive their renewal notice does not relieve the professional responsibility for renewing the certification prior to the expiration date.

Recertification Fee

The recertification fee schedule follows. Payment in full must be made at the time of application submission.

- Continuous member of APTA throughout the 2-year certification period: $100
- Non-member of APTA: $249

Lapse Period

The CGC will allow one lapse period (two years) to those who fail to renew the certification by the expiration date; however, the individual must complete the missed CEUs and submit documentation and the missed recertification fee, in order to reinstate the credential.

During the lapse period, the individual will be removed from the online registry and his/her database record updated accordingly.

Upon completion of the recertification requirements, the individual's renewal cycle will reflect the original recertification timeline. For example, an individual due to renew July 1, 2017 who does not renew until December 1, 2018 will be required to renew the certification again by July 1, 2019.

If an individual does not renew within the lapse period allowance, the credential is expired, and the individual must submit an application, meeting all eligibility requirements in place at the time, and successfully pass the exam in order to regain certification.

Reinstatement of Certification

Once expired, individuals are required to meet all eligibility requirements in place at the time and retake and successfully pass the certification examination in order to reinstate the credential.

Audit and Verification Process

In order to maintain the credibility and integrity of the certification process, the CGC reserves the right to verify any information provided on renewal applications. Requests for verification may be made prior to recertification or at a future time; therefore certificants are required to retain all renewal documentation for at least one (1) year after their renewal deadline.

All recertification applications and supporting documentation are reviewed by the certification program staff member who ensures the application and attestations are complete. Processing of recertification applications includes a review and verification of all CEUs by a member of the CGC or the certification program staff member who will review the Continuing Education Units Log (see Forms) and documentation submitted and determine if each activity is related to the BCPP content outline and acceptable for CEU credit. If an activity is not approved, the application will be returned to the certificant so that he/she may submit additional activities.

If any areas of non-compliance are identified during the review, the applicant will have 30 days to submit any required information. If the required information is not provided, the individual's certification will expire at the end of the allowed time or on the normal expiration date (whichever comes last), and the individual will lose certified status and the right to use any certification designation associated with

the credential. Individuals who lose active certification status are responsible for notifying their state's licensing or regulatory boards which have legal requirements for inclusion or exclusion from practice acts relative to the practice of Polarity Therapy.

Recertification Acceptance

When all qualifications have been met, the certificant is approved for recertification and will receive a new certificate and renewal letter.

Renewal applications will not be accepted from an individual whose certification is in a state of suspension or has been revoked.

Change of Contact Information

Certificants are encouraged to visit the APTA website to verify their current information. Failure to keep the CGC informed of current email address and current contact information may result in non-receipt of important information, such as status of an application, program changes, or renewal notices.

Section Seven: Code of Professional Conduct for Board Certified Polarity Practitioners

Introduction

All applicants will agree to adhere to the Code of Professional Conduct for BCPPs (Code) as a condition of certification. Adherence to the Code requires individuals to adhere to strict ethical and professional standards. Violation of any portion of the Code may result in disciplinary action as outlined in the Disciplinary Policy.

The Code is publicly available on the APTA website.

The Code of Professional Conduct for Board Certified Polarity Practitioners

- I will conduct my business and/or professional activities with honesty and integrity;
- I will represent my certifications and qualifications honestly and provide only those services for which I am qualified;
- I will strive to maintain and improve my professional knowledge and competence through regular self-assessments and continuing education or training;
- I will act in a manner free of bias and discrimination against clients or customers;
- I will maintain the privacy of individuals and confidentiality of information obtained in the course of my duties unless disclosure is required by legal authority; and
- I will follow all certification policies, procedures, guidelines, and requirements of the certification program.

Section Eight: Program Policies

Accommodations for Candidates with Disabilities

Reasonable accommodations provide candidates with documented disabilities, as defined by the Americans with Disabilities Act (or the Canadian/Australian equivalent), a fair and equal opportunity to demonstrate their knowledge and skill in the essential knowledge being measured by the examination.

Reasonable accommodations are determined based on:

- the individual's specific request;
- the individual's specific disability;
- documentation submitted; and,
- the appropriateness of the request.

Reasonable accommodations do not include steps that fundamentally alter the purpose or nature of the examination.

Reasonable accommodations are provided at no cost to candidates and generally are provided for candidates who:

- have a physical or mental impairment that substantially limits that person in one or more major life activities (e.g. walking, talking, hearing, performing manual tasks);
- have a record of such physical or mental impairment; and,
- are regarded as having a physical or mental impairment.

To apply for accommodation(s), the candidate must:

- Submit the Request for Testing Accommodation form on the APTA web site and in this handbook (see Forms).
    - The form must include documentation of disability-related needs provided by an appropriate, licensed professional. The documentation should include the nature of the disability, identification of the test(s) used to confirm the diagnosis, a description of past accommodations made for the disability, and the specific testing accommodations requested.
- Submit documentation at least 30 days prior to the testing date.

Requests for accommodations will be reviewed by the certification program staff person who will communicate approved accommodations to the candidate and to the testing proctor. The staff, proctor, and candidate will work together to ensure that the accommodations are provided at the test site with all agreed upon provisions provided upon the individual's official check in at the test site.

Confidentiality

The CGC is committed to protecting confidential and/or proprietary information related to applicants, candidates, certificants, and the examination development, maintenance, and administration process.

To ensure the security of the examination, all test materials are confidential and will not be released to any person or agency.

Confidential information about an applicant/candidate/certificant will only be released to that applicant/candidate/certificant unless release of the information is authorized in writing by the individual or is required by law. Personal information submitted by an applicant/candidate/certificant with an application or recertification application is considered confidential. Personal information retained within the database will be kept confidential.

All application information is confidential and will not be shared with any party other than examination development or administration vendors for certification processing purposes.

Examination scores are released only to the examination candidate unless a signed release is provided in writing by the individual or release is required by law.

Confidentiality Agreements

Applicants for certification will be required to read and acknowledge a confidentiality statement as part of the application process.

Use of the Certification Mark

The BCPP credential may be used by individuals who have earned the BCPP designation as long as certification remains valid and in good standing. Individuals may not use the credential until they have received specific written notification that they have successfully completed all requirements, including passing the exam. Use of the mark and logo by individuals who have not been granted and maintained certification in good standing is expressly prohibited. Permission to use the certification mark is limited to the certified person, and cannot be transferred to, assigned to, or otherwise used by any other individual, organization, or entity.

Those granted permission to use the certification mark and logo must do so pursuant to the rules and guidelines established by the Certification Governing Council. Persons granted permission to use the certification mark and logo are expected to familiarize themselves with the established rules and guidelines. Certificants must comply with all recertification requirements to maintain use of the credential.

The APTA marks and logo may not be revised or altered in any way. They must be displayed in the same form as produced by APTA and cannot be reproduced unless such reproduction is identical to the mark provided by APTA.

The mark or logo may not be used in any manner which could bring APTA into disrepute or in any way is considered misleading or unauthorized. This includes any use of the mark or logo that the public might construe as an endorsement, approval or sponsorship by APTA of a certificant's business or any product thereof.

APTA maintains ownership of all certificates, certification marks and logos.

Proper Use of Credentials

After meeting all eligibility requirements and passing the examination, individuals may use their credential in all correspondence and professional relations and on promotional materials, such as stationary, websites, business cards, etc. The mark or logo may be used only on business cards, stationery, letterhead, and similar documents on which the name of the individual certified is prominently displayed.

The credential is typically used after the certificant’s name following any academic degrees and licensure (e.g. Mary Smith, Ph.D., BCPP or Mary Smith, BCPP).

The credential may be used as:

BCPP

or

Board Certified Polarity Practitioner

The certification mark(s) may be used only as long as certification is valid. Should the certification be suspended or withdrawn for any reason, the individual must immediately cease the use of the certification designation and acronym on stationery, websites business cards, and any and all promotional materials.

Reconsideration Requests

Candidates whose eligibility for initial certification or recertification has been denied or candidates who have experienced a breach of policy during exam administration may request reconsideration of the decision.

The request for reconsideration must be submitted in writing to the CGC within 30 days of the CGC's official decision. The request should clearly articulate the stated appeal, reasons the candidate thinks he or she is eligible for certification/recertification and complies with the published requirements (including relevant supporting materials), and the appellant's day-time telephone number.

Reconsideration requests based solely on receiving a failing exam score or regarding the examination content outline (e.g., specific questions and the domain weights/specifications/blueprint that results from the Job Task Analysis) are not accepted.

Feedback from candidates regarding the content of the exam or specific questions may be submitted via the Exam Feedback form included with the examination materials at the conclusion of an individual's testing session. This feedback will be reviewed and considered by SMEs as part of the ongoing item review and test development process.

Review Process

The reconsideration is addressed by the CGC or its representatives within 45 days of receipt. Reviewers of the request recuse themselves from the process if there is any reason impartiality might reasonably be questioned or there is a suspected or an apparent conflict of interest.

Review only includes whether the determination was inappropriate because of (1) material errors of fact or (2) failure of the CGC or certification program staff member to conform to the published criteria or policies and procedures. Only facts leading up to and including the time of determination are considered. The reconsideration does not include a hearing or any similar trial-type proceeding. The CGC's determination is final.

The appellant is informed of the decision, in writing, by the CGC Chair or certification program staff, within 14 days of the determination.

Should the CGC grant an appeal on an issue that impacts the eligibility status or examination scores of other candidates, a review or rescoring of all those potentially impacted is automatically conducted. Certification program staff notifies the individuals of the review or rescoring and final decision within 60 days of the decision.

Certification Status Verification

An individual's certification status is not considered confidential. The names of certified individuals are not considered confidential and may be published by the CGC.

APTA will provide confirmation of certification status to anyone who requests the information, and verification will be accessible via the certification program's web page on the APTA web site. Certificants may opt-out of inclusion in the online verification by logging into their

online account; however, verification of certification will be provided by phone or written request. Verification of certification status will include the individual's name and current certification status (i.e. currently certified or not currently certified).

Application status, information about whether or not an individual has taken the exam, and score information will not be released.

Aggregate Data

Aggregate exam statistics (including the number of exam candidates, pass/fail rates, and total number of certificants) are publicly available and updated annually. Aggregate exam statistics, studies, and reports concerning applicants/candidates/certificants will contain no information identifiable with any applicant/candidate/certificant. Statistics will be provided for at least the three (3) most recent years.

Statement of Nondiscrimination

APTA, the CGC, and the selected psychometric vendors endorse the principles of equal opportunity and do not discriminate against any applicant/candidate for certification on the basis of race, color, creed, age, gender, national origin, religion, disability, marital status, parental status, ancestry, sexual orientation, military discharge status, or any other status protected by law. All applicants/candidates for certification will be judged solely on the criteria determined by the CGC.

Section Nine: Forms

Form 1: Application for Board Certification

Form 2: Special Accommodations Request Form

Form 3: Documentation of Disability-Related Needs by Qualified Provider

Form 4: BCPP Recertification Application

Form 5: Continuing Education Units Log

AMERICAN POLARITY THERAPY ASSOCIATION
Certification Governing Council 318 Avenue I
#17 Redondo Beach, CA 90277
(336) 574-1121 cgcoffices@polaritytherapy.org

APPLICATION FOR BOARD CERTIFICATION

This application is for the designation of Board Certified Polarity Practitioner (BCPP).

The Board-Certified Polarity Practitioner (BCPP) is an advanced-level certification that exists for those wishing to deliver accountable, professional Polarity Therapy services as active participants in the world-wide integrative health and wellness movement.

Certification as a Board-Certified Polarity Practitioner (BCPP) demonstrates to clients, employers, colleagues, and the public at large that a certified individual has met the highest standards of professional practice and have obtained objective validation of their expertise in helping clients.

Eligibility Requirement:

- Completing extensive Polarity Therapy education requirements through an APTA-approved training program of at least 675 hours;
- Completing an additional 125 hours of clinical supervision experience that is overseen by a Registered Polarity Educator (RPE) who has been a Board Certified Polarity Practitioner (BCPP) for a minimum of 2 years. Supervision is defined as a situation in which an RPE who has been a BCPP (for a minimum of 2 years) is present in person or virtually and can provide feedback;
- Agreeing to adhere to the Code of Professional Conduct for Board-Certified Polarity Practitioners and uphold the highest standards of professional conduct while providing service to others;
- Affirming no history of felony convictions;
- Successfully passing a certification exam; and,
- Committing to ongoing professional development.

To be considered for eligibility for certification and for approval to take the certification examination, please submit this application, along with a government issued photo ID which contains your signature, and official, signed education transcript(s) via postal mail or email to the Certification Operations Manager at the APTA office at least 60 calendar days prior to your desired exam date. Applications may also be made online at www.polaritytherapy.org or by email to cgcoffices@polaritytherapy.org

Mail to:

The American Polarity Therapy Association
Certification Governing Council
318 Avenue I
#17 Redondo Beach, CA 90277

AMERICAN POLARITY THERAPY ASSOCIATION
Certification Governing Council
P.O. Box 10942 Parkville, MD 21234
(336) 574-1121 cgcoffices@polaritytherapy.org

APPLICATION

Contact Information

Please complete the following applicant contact information

Name:_____

Address:_____

Email Address:_____

Phone Number:_____

Candidate Application Statement

All candidates must sign the following Candidate Application Statement and agree to all policies, procedures, and terms and conditions of certification in order to be eligible for certification. The statement follows.

I hereby apply for certification as a Board Certified Polarity Practitioner. I understand that my certification depends on my ability to meet all requirements and qualifications. I certify that the information contained in this application is true, complete, and correct to the best of my knowledge and is made in good faith. I understand that the Certification Governing Council (CGC) may need to gather additional information to clarify or supplement this application and I agree to supply it. I further understand that if any information is later determined to be false, The CGC reserves the right to revoke any certification that has been granted on the basis thereof.

I hereby declare that I have never been found guilty of a felony and that I will abide by the Code of Professional Conduct for Board Certified Polarity Practitioners (BCPP).

I hereby release, discharge, and exonerate the members of the CGC and APTA, its directors, officers, members, examiners, representatives, and agents, from any actions, suits, obligations, damages, claims or demands arising out of, or in connection with, any aspect of the application process including results or any other decision that may result in a decision to not issue me a certificate.

Signature:_____Date: _____

Candidate Confidentiality Agreement

To ensure the integrity of the certification examination, all candidates must sign the Candidate Confidentiality Agreement that follows:

I understand, acknowledge and agree:

- That the questions and answers of the exam are the exclusive and confidential property of APTA and are protected by APTA's intellectual property rights;
- That I will not disclose the exam questions or answers or discuss any of the content of the exam materials with any person, without prior written approval of APTA and the CGC;
- That I will not remove from the examination room any exam materials of any kind provided to me or any other material related to the exam, including, without limitation, any notes or calculations;
- That I will not copy or attempt to make copies (written, photocopied, or otherwise) of any exam material, including, without limitation, any exam questions or answers;
- That I will not sell, license, distribute, give away, or obtain from any other source other than APTA the exam materials, questions or answers.
- I agree that my obligations under this Agreement shall continue in effect after the examination and, if applicable, after termination of my certification, regardless of the reason or reasons for termination, and whether such termination is voluntary or involuntary.

Signature:_____Date: _____

Payment of Application Fees

Fees: $150 for APTA members; $249 for non-members; both include a non-refundable **$50 application fee.**

Indicate your payment information:

__ I have enclosed a check or money order for $_____, made payable to APTA.

__ I wish to pay the fee of $_____to APTA by credit card.

Indicate type of credit card you wish to use for payment:

__ Visa __ MasterCard

Credit Card Number: _____

Credit Card Expiration Date: _____

Zip Code of Billing Address: _____

Name (as it appears on your credit card): _____

Signature: _____

CLINICAL SUPERVISION HOURS LOG

125 hours of clinical supervision experience that is overseen by a Registered Polarity Educator (RPE) who has been a Board Certified Polarity Practitioner (BCPP) for a minimum of 2 years. Supervision is defined as a situation in which an RPE who has been a BCPP (for a minimum of 2 years) is present in person or virtually and can provide feedback;

Name: _____

Instructions:

1. Name of Activity: Record the title of session/activity completed.
2. RPE/BCPP Supervisor Signature: Have the Supervisor sign stating that they supervised the activity.
3. Date/Location: Record the date and location where the activity occurred.
4. # of Hours Record the total number of hours that the activity was supervised.

NAME OF ACTIVITY	RPE/BCPP SUPERVISOR SIGNATURE	DATE/LOCATION	# OF HOURS

By signing the Clinical Supervision Hours Log, I attest that all information is complete and accurate.

Signature: _____ Date: _____

Special Accommodations Request Form

Candidates with disabilities covered by the Americans with Disabilities Act (or Canadian/Australian equivalent) must complete this form and have an appropriate licensed professional complete the Documentation of Disability-Related Needs Form in order for their accommodations request to be processed.

Applicant Information

Name_____

Address_____

City_____ State_____ Zip Code_____

Phone Number_____

Special Testing Accommodations

Exam Date and Location (test center) for which you are requesting accommodation:

_____

I would like to request the following testing accommodation(s):

☐ Circle answers in test booklet

☐ Extended testing time (time and a half)

☐ Large print test. Point size:

☐ Reader

☐ Separate testing area

☐ Special seating, please describe:

☐ Wheelchair accessible testing site

☐ Other special accommodations (please specify):

Documentation of Disability-Related Needs by Qualified Provider

This form must be completed by a licensed health care provider or an educational / testing professional. The nature of the disability, identification of the test(s) used to confirm the diagnosis, a description of past accommodations made for the disability, and the specific testing accommodations requested must be included.

Professional Documentation

I have known_____since_____ in my capacity as_____.

(Name of Applicant) (Date) (Professional Title)

The applicant discussed with me the nature of the test being administered. It is my opinion that because of this applicant's disability described below, he/she should be accommodated by providing the special arrangements listed on the Special Testing Accommodation Request Form.

Comments on Disability:

Name:_____Signature:_____

Title:_____

Organization:_____

License # (if applicable):_____

Phone Number:_____

Date:_____

Candidate Instructions: Return this form with a copy of the Special Testing Accommodation Request Form to the CGC.

Email: cgcoffices@polaritytherapy.org; Mail: APTA c/o CGC; 318 Avenue I #17 Redondo Beach, CA 90277

Polarity Therapy Certification
"Acknowledging Professional Excellence"

APTA Certification Governing Council
BCPP Recertification Application

Board Certified Polarity Practitioner (BCPP) recertification is required once every two (2) years.

Your recertification is coming due. (This is not to be confused with your APTA membership fees) If you miss the deadline to recertify you may be required to reapply and take and pass the most current version of the Polarity Therapy Exam in order to reinstate.

To recertify, please update any contact information below, submit CEU log as well as documentation for the 15+ hours of continuing education required, recommit to the "Code of Professional Conduct for Board Certified Polarity Practitioners," attest to no felony charges in the past two years, and include the appropriate recertification fee.

Send this form, CEU log, CEU documents, and payment to:

Email: cgcoffices@polaritytherapy.org

Fax: 336.574.1151

Mail: American Polarity Therapy Association, Certification Governing Council
318 Avenue I
#17 Redondo Beach, CA
90277A

Contact Information **Does this include new information?** ☐ **Yes** ☐ **No**

Name: _____
Address: _____
_____
Email address: _____
Phone number: _____
Certification Number:_____

I hereby attest that I have not been convicted of a felony in the past two years and that I agree to continue abiding by the "Code of Professional Conduct for Board Certified Polarity Practitioners:"

(***sign here***) _____

Fees

The recertification fee for those who have been continuous members of APTA over the past two years is $100.00. If your membership lapsed, or if you are a non-member of APTA, pay $249.00.

Please Indicate your payment information:

☐ I have enclosed a check or money order for $_____made payable to APTA.
Check or money order number: _____

I wish to pay the $_____ fee by credit card (Visa, Mastercard, Amex and Discover accepted)

Credit Card Number: _____

Credit Card Expiration Date:_____3-digit security number_____

Zip Code of Billing Address: _____

Name (as it appears on your credit card): _____

Signature_____

The American Polarity Therapy Association
Certification Governing Council

Continuing Education Units (CEU) Log
BOARD CERTIFIED POLARITY PRACTITIONER (BCPP)

Name:_____ Certification Number:_____

Recertification Year:_____ Date:_____

Instructions:

1. Type of CE Activity: Describe the type of CE activity completed as listed in the table. Refer to the Section 6 of the Candidate Handbook for descriptions of acceptable CE activities. Some examples are as follows: Conference, ATM/RPE Offering, Local Workshop, Online Course, Research, Teleconference Presentation, Webinar, Exam Development.
2. Name of CE Activity: Record the title of session/activity completed.
3. Hosting Organization: Record the organization that hosted the CE activity.
4. Date/Location: Record the date and location where the CE activity occurred.
5. # of CEUs Obtained: Record the total number of CEUs awarded for each activity and fill in the total for all activities at the bottom of the column. 7.5 CEUs must be in Polarity Therapy Exam Content Domain.

BCPP CEU Guidelines:
GENERAL PRACTITIONER IMPROVEMENT: 7.5 hours can be anything that improves their ability as a practitioner.
POLARITY DOMAINS: The other 7.5 hours need to be classes that include sessions WITHIN the Polarity Practitioner domains with at least 30 min in Ethics.
This means that in order to perform the job of a Board-Certified Polarity Practitioner, the Practitioner needs to be well versed in these areas. They do not have to be Polarity classes but need to cover these topics.

Domains to be a Board-Certified Polarity Practitioner:
a. Prepare for the Session
b. Establish Therapeutic Rapport
c. Assess the Client
d. Determine Treatment Strategy
e. Perform Treatment
f. Practice Ethically

The American Polarity Therapy Association
Certification Governing Council

Continuing Education Units (CEU) Log

BOARD CERTIFIED POLARITY PRACTITIONER (BCPP)

POLARITY THERAPY DOMAINS MUST EQUAL 7.5 WITH AT LEAST 30 MIN IN ETHICS

Type of CE Activity	Name of CE Activity	Hosting Organization	Date/ Location	Total Hours	General Practitioner Improvement	Assess The Client	Prepare For Session	Establish Therapeutic Rapport	Determine Treatment Strategy	Perform Treatment	Practice Ethically
			Total								

By signing the Continuing Education Units Log, I attest that all information is complete and accurate.

I understand that I must also submit documentation of my participation in each of the listed activities.

Signature:_____ Date:_____