



Continuing Education Verification Form: School Based-Registered Play Therapist (SB-RPT)

Instructions

Please complete and submit this form ONLY if your CE hours are due this year. If you are uncertain when your CE hours are due, please contact APT or log into your member profile.

Select one:

- My CE hours are due this year and are documented below.
 My CE hours are NOT due this year.

PLAY THERAPY HOURS:

List at least 18 clock hours of graduate-level play therapy CE below. Not more than 9 of the 18 play therapy hours can be non-contact. Please use the following codes to designate the type of training received: Contact (C), Non-Contact (NC), or Authored PT publication (A)*, Instructed PT education (I)*.
 *See SB-RPT Guide Section 900 for details.

<u>Title of Program</u>	<u>Date (mm/dd/yy)</u>	<u># of Hours</u>	<u>APT Provider #</u>	<u>Type</u>
Example: The History of Play Therapy	1/1/2017	2	95-100	NC
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____

DSM TRAINING HOURS:

List 3 clock hours of graduate-level DSM training below. Please use the following codes to designate the type of training received: Contact (C) or Non-Contact (NC). See SB-RPT Guide Section 900 for details.

<u>Title of Program</u>	<u>Date (mm/dd/yy)</u>	<u># of Hours</u>	<u>Provider #</u>	<u>Type</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

You are NOT required to submit copies of your transcripts/certificates and license for renewal. You are, however, attesting that you have them and, if audited, will produce them for inspection by APT. Failure to correctly complete this form in its entirety may result in a delay in processing your renewal, which may lead to the inactivation of your credential.

Applicant Name (Print) _____

Applicant Signature _____ **Date** _____

Renewal of SB-RPT Credential (for detailed information, see section 900. of the credentialing guide)

Renewal of your credential is contingent upon receipt and acknowledgement of ALL items below:

1. Complete SB-RPT renewal application and pay annual renewal fee.
2. Earn at least 18 clock hours of graduate-level play therapy continuing education (CE) every 36-months.
 - a. Not more than 9 of the 18 hours may be non-contact hours.
 - b. Excess clock hours may not be transferred to the next 36-month CE cycle.
 - c. Hours must be presented by graduate-level instructors from these sources
 - 1) Institutions of higher education within or outside of the United States.
 - 2) APT Approved Providers within or outside of the United States.
 - 3) Professional mental health or play therapy organizations outside of the United States that provide graduate-level play therapy continuing education presented by graduate-level instructors to professionals with Master's or higher mental health degrees.
 - d. Not more than 12 of the 18 hours may be earned via one or more of these play therapy specific options:
 - 1) Provide play therapy graduate-level instruction at an institution of higher education or continuing education conference, workshop, or other mental health forum (1 clock hour of instruction equals one hour of credit). Limit 6 hours.
 - 2) Author a play therapy publication, article, or chapter (1-15 pages equal three clock hours; 16-50 pages equals six clock hours; and 51-plus pages equals 12 clock hours. Limit 12 hours.
 - 3) Provide play therapy information via a non-mental health forum or to a non-mental health audience (one clock hour of education equals one hour of credit). Limit 6 hours.
3. Earn three (3) hours of Diagnostic and Statistical Manual (DSM) specific training (or diagnosis/ psychopathology) every 36-month CE cycle. These hours are in addition to the 18 hours in play therapy, may be contact or non-contact hours.

If audited by APT, you must provide transcripts from institutions of higher education or certificates from APT Approved Providers of Play Therapy Continuing Education (APT Approved Provider number must be displayed on certificates). Do NOT submit original copies of your certificates as all materials will be destroyed after review.

APT reserves the right to:

- 1) request copies of course syllabi, registration materials, training programs, promotional flyers, etc.
- 2) review and reject the sponsor, content, and presenter of any education or continuing education program.