

# ICEA Postpartum Doula Certification Program

## RECERTIFICATION PROCESS

In order to remain certified by ICEA, you must keep a continuous membership and renew your certification every four years from the original date you were certified. The recertification fee for every program is \$100.00, and the requirements for each program are listed below.

- Maintain continuous four year membership in ICEA.
- Document 16 hours of continuing education.
- Submit good evaluations from three clients (12 hours each).
- Submit the \$100 recertification fee.

### CONTACT HOURS:

**ICEA certified members may use any of the following for the continuing education requirement.**

- ICEA approved trainings
- ICEA conventions or conferences (attending a single ICEA convention or conference within 4 years of being certified will fulfill all CEU's for recertification)
- La Leche League meetings (max. 5 contact hours)
- ICEA distance training audios & videos (max. 8 contact hours)
- Book reports (min. 1,500 words) from a recertification reading list (max. 5 contact hours)
- Breastfeeding consultations as an observer with an IBCLC (max. 3 contact hours)

**You may also use continuing education offerings from the following:**

- American College of Nurse Midwives (ACNM)
- American College of Obstetrics & Gynecology (ACOG)
- American Dietary Association (ADA)
- American Medical Association (AMA)
- American Nurses Association (ANA)
- Association of Women's Health, Obstetrics and Neonatal Nurses (AWHONN)
- International Board of Lactation Consultant Examiners, Inc. (IBLCE)
- Lamaze International
- DONA International
- Childbirth and Postpartum Professional Association (CAPP)
- Any state nurses association or board of nursing. (Must relate to pregnancy, birth, postpartum, or breastfeeding issues.)
- Some programs provided by professional associations or health-care agencies. (Must relate to pregnancy, birth, postpartum, or breastfeeding issues.)

Any other educational events must be submitted for approval and must provide a certificate of attendance with hours stated, and a detailed outline of the information that was presented, speakers, location, date, etc.

**RECERTIFICATION PROCEDURE:**

ICEA will send the newly recertified postpartum doula a formal certificate indicating status as an ICEA Certified Postpartum Doula (ICPD). Along with the certificate, ICEA will provide a letter with further details in addition to a web link to access the necessary verification forms for recertification. The application and fee must be submitted by the date printed on the postpartum doula's certificate. The application is processed on the fourth anniversary of the original certification and each subsequent recertification.

Upon completion of the recertification requirements and payment of the recertification fee, the postpartum doula will be considered ICEA certified for another four years. ICPDs who encounter serious difficulties during their certification period and cannot complete the recertification requirements on time may apply for an extension of the application deadline or inactive status if they meet the requirements of that category.

**EXTENSION OF THE RECERTIFICATION APPLICATION DEADLINE:**

An ICPD may apply for a single ninety-day extension of the recertification application deadline in order to complete the requirements. The request for an extension must be received in the Administrative Office BEFORE the recertification application deadline but no more than three months before the recertification application deadline. The request must be in writing and state why the extension is needed. The ICEA Certification Coordinator will respond in writing that the extension has been granted. The extension is only for submitting the application. The next certification period is computed from the expiration date of the last certification.

**INACTIVE STATUS:**

ICPDs who encounter a family emergency, including serious illness, illness or death of a close family member, divorce, major relocation, birth of a baby, or who have temporarily left the field may request to be put on "Inactive Status" for a maximum of two years. The request for inactive status must be received by the Administrative Office BEFORE the expiration of the current certification period but no more than three months before the recertification deadline. The request must be in writing and state why the inactive is needed. The ICEA Certification Coordinator will respond in writing that the inactive has been granted. Only one inactive status will be granted per certification period. A reactivation fee is paid instead of a recertification fee. ICPD must maintain a current ICEA individual membership during the inactive period.

**LAPSED CERTIFICATION:**

An ICPD with a lapsed certification may reinstate to full certified status at any time, providing continuous ICEA membership has been maintained. If continuous membership has not been maintained, back membership must be paid from the last membership expiration date. If a last membership expiration date cannot be provided, membership dues will be assessed back to the most recent recertification. If a doula wishes to have certification reinstated, s/he must contact ICEA for the current recertification materials. All recertification requirements must be completed and the reinstatement fee paid in order to reinstate. This fee is paid instead of a recertification fee. The new recertification period begins when the ICPD is reinstated.

***ICEA reserves the right to change any part of the certification program or recertification process without notice. Notice of such changes will be printed in the International Journal of Childbirth Education.***