



# BIRTH DOULA

COMPASSION • COLLABORATION • CHOICE

RECERTIFICATION PACKET  
2020

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## RECERTIFICATION WELCOME

We are honored that you have chosen to continue your certification with ICEA. The recertification process is important because ICEA believes that birth doulas are continually educating themselves and learning from their clients. Recertification also validates commitment to the profession and ensures the continuation of receiving the benefits of ICEA affiliation.

As you are hopefully aware, ICEA recently changed its membership and certification structures so that continuous membership no longer has to be maintained and paid for separately from your ICEA certifications. Membership is now included in all ICEA certification programs - making it easier for you along with saving you time and money!

Since its inception, ICEA has always supported educators and health care professionals who believe in freedom to make decisions based on knowledge of alternatives in family-centered maternity and newborn care. We pride ourselves on the ability to offer the program that is most widely and easily available to birth doulas around the world. Most importantly, we believe success may be found in following our core values:

**COMPASSION:** We believe approaching maternity care with compassion and a nurturing spirit improves birth outcomes for all families

**COLLABORATION:** We practice a culture of collaboration based on the knowledge that mindful engagement with diverse groups advances positive family-centered maternity care.

**CHOICE:** We support freedom of choice by training professionals committed to empowering expectant families through informed decision making.

ICEA is here to support you throughout the recertification process. Our staff, board, and other volunteers are available to answer any questions or assist you with any needs during this time. If you should require anything, please, contact the office at [info@icea.org](mailto:info@icea.org) or call 919.674.4183.

Sincerely,

Bonita Katz IAT, ICCE, ICBD  
ICEA President, 2019-2020



## RECERTIFICATION OVERVIEW

ICEA is dedicated to maintaining a rigorous standard of excellence, and thus all ICEA certifications are only valid for three years. At the completion of the three years, all ICEA Certified Birth Doulas must apply for recertification.

ICEA believes that birth doulas are continually educating themselves and learning from their clients. Recertification validates commitment to the profession and ensures the continuation of receiving the benefits of ICEA affiliation.

### Recertification Requirements

During each three-year period of certification, the certified birth doula is expected to work towards completion of the recertification requirements. The requirements are as follows:

1. Obtain a minimum of 24 Continuing Education Credits
2. Verify three labor support or birth experiences of at least 6 hours each
3. Pay the recertification fee

### Recertification Procedure

The application and fee must be submitted by the recertification expiration date. Upon completion of the recertification requirements and payment of the recertification fee, the birth doula will be considered ICEA certified for another three years and will be provided with a three-year ICEA membership.

ICEA will send the newly recertified educator a formal certificate via email indicating status as an ICEA Certified Birth Doula, ICD.

ICDs 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.

### Extension of the Recertification Application Deadline

An ICD may apply for a single 6-month extension of the recertification deadline in order to complete the requirements. The request for an extension must be received before the recertification application deadline. The request must be in writing via email and state why the extension is needed. The request must also be received prior to the certification expiration date. The ICEA Certification Coordinator will respond in writing via email that the extension has been granted. The extension is only for submitting the application. The next certification period expiration date is based on the date of initial certification.

### Inactive Status

ICDs 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 three years. The request for inactive status must be received by the expiration of the current certification period. The request must be in writing via email and state why the inactive status is needed. The ICEA Certification Coordinator will respond via email



that the inactive status has been granted. Only one inactive status will be granted per certification period. An inactive status fee will need to be paid when the individual decides to go inactive and a recertification fee will need to be paid to become active again.

### Lapsed Certification

An ICD with a lapsed certification of more than 6 months may reinstate to full certified status by completing the experienced pathway toward certification. The reinstated certification period begins when the individual has passed the certification examination and paid the lapsed certification fee.

*ICEA reserves the right to change any part of the certification program or recertification process without notice. Notice of such changes will be sent in the newsletter, ICEA Connection.*



## CONTACT HOURS

Earning Contact Hours is a standard practice for most certifying organizations. These hours ensure that certified individuals keep up on changes in their field of education. An ICEA Contact hour is a specific amount of time spent participating in an educational program. Contact hours are computed as sixty (60) minutes of education equals one contact hour and resembles nursing continuing education credits (CEUs).

ICEA requires 24 hours of continuing education for recertification. These hours can be earned through the following ways:

### ICEA Contact Hours

ICEA offers a variety of ways in which contact hours can be earned directly through the organization. These are earned by attending an ICEA event or completing an ICEA Continuing Education Opportunity. Examples are as follows:

- ICEA Conferences
- ICEA IAT Trainings
- ICEA Webinars

### ICEA Reciprocal and Partner Organizations

ICEA will accept Continuing Education from the list below after a review of the agenda. Please email [info@icea.org](mailto:info@icea.org) to obtain permission to use the contact hours. You are responsible to keep your certificate of completion and documentation of approval for the contact hours until your certification is due.

Up to 24 hours of continuing education will be accepted from the following organizations:

- Lamaze
- CAPP
- DONA
- Bradley

Up to 12 hours will be accepted from the following organizations:

- National Perinatal Task Force
- IBCLE- CERPs
- Healthy Children's Center for Breastfeeding
- USLCA/ILCA
- LER
- PSI International or a PSI local chapter

Approved Contact Hours should reflect ICEA's mission and vision. ICEA will accept up to 4 Contact Hours per renewal cycle for education activities that do not address pregnancy, birth, postpartum, newborn care, breastfeeding, or maternal mental health. There are many Continuing Education activities that could be beneficial to an ICEA Certified Professional's practice not directly related to these topics (for example: adult education, mindfulness, public health).



## Individual Attendance

On occasion, an individual might attend an educational activity that they would like to be able to use for recertification. It is strongly encouraged that individual contact hours are approved before attending the event. Please submit a copy of the agenda and speaker bios to [info@icea.org](mailto:info@icea.org) a minimum of 30 days prior to the event. Once approved you will be charged a \$25.00 administrative fee to transfer the contact hours to ICEA approved contact hours.

Requests for transfer of hours after completion of a training or workshop will be reviewed but acceptance cannot be guaranteed. These requests must be submitted within 6 weeks after completing the training.

## ICEA Approved Workshops

Any perinatal or breastfeeding related organization sponsoring a workshop, conference, or other training may apply for Continuing Education from ICEA by completing the form found here – <https://icea.org/contact-hour-application/> Once approved, the organization will be provided a reference number to be used on the activity certificate. This certificate will be used to verify hours when recertification occurs.

## FAQs

### Cost

Find your appropriate [country category here](#).

Number of Hours	Country Category		
	A	B	C
1	\$25	\$15	\$10
2-4	\$55	\$35	\$20
5-8	\$90	\$55	\$55
9-16	\$140	\$90	\$75
17-24	\$200	\$110	\$95
>24	\$265	\$175	\$126

### *How long are they good for?*

A program can be approved for either a single event or for multiple events. If the program is offering multiple events, it must be reviewed and reapproved annually by reapplying for contact hours.

If there is a change to a speaker for a long-term event then a COI form for that speaker must be submitted but no other action is needed.

If any content is changed during that year, then it will need to be reviewed for approval.

## Alternate Contact Hours

Alternate contact hours may be approved for learning formats such as correspondence courses, video or audio tapes. Alternate contact hours must be applied for by the program sponsor, and approval must be awarded prior to use by the candidate or certified member. Candidates and certified members may use alternate contact hours for one-half (12.0) of the required hours for recertification.



## Independent Study Contact Hours

If someone is unable to obtain enough contact hours required for recertification through any related opportunities listed above, alternate contact hours may be obtained through independent study.

Independent Study opportunities include:

- Read and take posttest for positions papers – 1 contact hour for each completed position paper and exam.
- Read and write a book review on a childbirth or breastfeeding book, published within one year – 5 contact hours.
- Write an ICEA Blog – 8 contact hours if accepted by ICEA’s blog editor.
  - 300-500 words
  - Use 5 current, evidenced based references that are under five years old
- If the member is a CLC or IBCLC, they may use 8 contact hours obtained for maintaining their CLC or IBCLC, for ICEA certification renewal. Proof of these contact hours must be provided.

Submit the information above with your recertification applications or email [info@icea.org](mailto:info@icea.org) for additional details

## Providing Documentation

You don’t need to provide supporting documentation unless you’re audited. ICEA randomly audits 10 percent of recertification applications submitted. If you’re audited, then you’ll be asked to submit supporting documentation for each continuing education program listed on your application. We recommend you save both a digital and hard copy of your documents for your own records and in the event that you are selected for a random audit. If there is not sufficient evidence to support the completion of the required continuing education, then the application will be denied and the credential revoked.





# LIST OF CONTACT HOURS

<b>Learning Opportunity Title</b>	<b>Date Credits Obtained</b>	<b>Provider</b>	<b>Number of Credits</b>



## LABOR SUPPORT GUIDELINES

The labor support requirement is designed to provide an opportunity for ICEA certification candidates and ICDs, regardless of professional background, to increase their knowledge of the uniqueness and complex simplicity of birth and to assess and learn from the reactions of the laboring woman and her partner.

It is ICEA's belief that everyone can benefit from a fresh look at the human reaction to birth. It is up to the candidate or ICD to identify those areas of least familiarity with birth and to learn and grow with each required observation. ICEA believes that practical experience in labor observation and support is an important requirement for certification.

### Labor Support as a Certification Prerequisite

Attend a minimum of three labors according to ICEA guidelines within two years prior to the date of the certification examination application.

- Labor support must be done after entering the ICEA Birth Doula Certification Program.
- Candidates should have the labor support experience verified on the official verification form at the time of the observation/support. ICEA will accept a verification written on a separate piece of paper if it is completed on the day of the observation and contains the date, signature, and position/title of the person who is verifying the observation.
- The candidate's own birth experience(s) are not applicable to this requirement.
- Labor support cannot be done while providing medical or nursing care.
- Labor support experience is not applicable if they were completed two or more years prior to the date stamped on the application form.

### Labor Support Expectations

For purposes of this certification, labor support experiences must be at least six hours long. These six hours may include support during labor and birth, as well as support in the first two hours after birth. ICEA encourages all candidates to attend more than the minimum number of births and to observe the widest possible range of experiences.

### When Permission is Denied to Observe

If the candidate has exhausted all possible sources for observation or for supporting a laboring woman, the candidate may contact ICEA for additional suggestions and possibilities to fulfill this requirement.



## LABOR OR BIRTH SUPPORT QUESTIONS

*Take this sheet with you as a guide for thinking and for comparing each birth experience.*

1. How did the length, strength, and interval of contractions change? How did these compare with what you are familiar?
2. What were the physical and emotional responses of the woman and her partner to the sensations of contractions? How did these compare with what you are familiar?
3. What were the coping mechanisms of the woman and her partner, such as touch, relaxation, ambulation, breathing, positioning? How did these compare with what you are familiar?
4. What kinds of interactions did the staff/attendants have with the laboring woman and her partner? What were the responses of the laboring woman and her partner to the staff/attendants? How did this compare with what you are familiar?
5. What medical interventions were used? What were the reactions of the mother and her partner to these interventions? What was the effect of the interventions on the labor? What explanations were given by the staff/attendants to the mother for the interventions used? How did this compare with what you are familiar?
6. What alternatives to medical interventions were suggested or used? What were the reactions of the mother and her partner to these alternatives? What effect on labor did the alternatives have? How did this compare with what you are familiar?
7. What were the reactions of the new mother and her partner to the baby? How did this compare with what you are familiar?
8. What procedures were performed on the baby? How did the mother and her partner respond to any “bonding time” with the baby? How did the mother and her partner respond to separation from the baby? How did this compare with what you are familiar?
9. What positive or negative influences on the mother, her partner, or the staff did you note because of your presence?

## LABOR OR BIRTH SUPPORT VERIFICATION FORM

*Support may not be completed while administering nursing or medical care.*

This verifies that \_\_\_\_\_ has supported a laboring woman and observed a birth at \_\_\_\_\_ in partial fulfillment of the labor or birth observation requirement for the Birth Doula Certification Program of the International Childbirth Education Association.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position/Title: \_\_\_\_\_

• • • • •

This verifies that \_\_\_\_\_ has supported a laboring woman and observed a birth at \_\_\_\_\_ in partial fulfillment of the labor or birth observation requirement for the Birth Doula Certification Program of the International Childbirth Education Association.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position/Title: \_\_\_\_\_

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This verifies that \_\_\_\_\_ has supported a laboring woman and observed a birth at \_\_\_\_\_ in partial fulfillment of the labor or birth observation requirement for the Birth Doula Certification Program of the International Childbirth Education Association.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position/Title: \_\_\_\_\_



## RECERTIFICATION APPLICATION

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

ICEA Member Number: \_\_\_\_\_

The following documentation **MUST** accompany this application. Dates for contact hours and other forms must be within three years of the certification expiration. Please check each item that is enclosed.

\_\_\_\_ Verification of 24 hours of ICEA approved continuing education credits

\_\_\_\_ Verification of three labors or births of at least six hours

\_\_\_\_ Recertification Fee

### Philosophy Statement

*"I support the natural process of childbirth and the right of the expectant parent to make informed decisions based on the knowledge of alternatives. As an ICEA certified educator, I will work with other healthcare professionals and consumers to promote family-centered maternity care, breastfeeding, and parent-infant bonding. I advocate parental participation in childbirth and the avoidance of medical intervention in uncomplicated labors. I accept as my primary responsibility the preparation of expectant parents, both mentally and physically, to participate in an individually satisfying pregnancy, labor, birth, and introduction to parenthood."*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Payment Details\*

ICEA's recertification pricing structure is a reflection of our goal to improve birth outcomes for all families in the international community. Find your country's category and corresponding fee below.

*\*Please keep in mind recertification fees may vary during our certification process transition period. Refer to your renewal notice from ICEA for your personal recertification fee.*

Country Category	ICEA Fee (USD) <i>for initial ICEA Certification</i>	Discounted Fee (USD) <i>with 5% discount if you hold an additional ICEA certification</i>
Category A	\$230	\$218
Category B	\$63	\$60
Category C	\$34	\$32
Category D	\$25	\$24



**CATEGORY A:**

Andorra, Antigua and Barbuda, Argentina, Aruba, Australia, Austria, Bahamas, Bahrain, Barbados, Belgium, Bermuda, British Virgin Islands, Brunei Darussalam, Canada, Cayman Islands, Channel Islands, Chile, Croatia, Curacao, Cyprus, Czech Republic, Denmark, Estonia, Faeroe Islands, Finland, France, French Polynesia, Germany, Gibraltar, Greece, Greenland, Guam, Hong Kong (SAR), Hungary, Iceland, Ireland, Isle of Man, Israel, Italy, Japan, Korea, Rep., Kuwait, Latvia, Liechtenstein, Lithuania, Luxembourg, Macao (SAR), Malta, Monaco, Nauru, Netherlands, New Caledonia, New Zealand, Northern Mariana Islands, Norway, Oman, Poland, Portugal, Puerto Rico, Qatar, San Marino, Saudi Arabia, Seychelles, Singapore, Saint Maarten (Dutch part), Slovak Republic, Slovenia, Spain, St. Kitts and Nevis, St. Martin (French part), Sweden, Switzerland, Taiwan, Trinidad and Tobago, Turks and Caicos Islands, United Arab Emirates, United Kingdom, United States, Uruguay, Virgin Islands (U.S.)

**CATEGORY B:**

Albania, Algeria, American Samoa, Angola, Azerbaijan, Belarus, Belize, Bosnia and Herzegovina, Botswana, Brazil, Bulgaria, China, Colombia, Costa Rica, Cuba, Dominica, Dominican Republic, Ecuador, Equatorial Guinea, Fiji, Gabon, Georgia, Grenada, Iran (Islamic Rep.), Guyana, Iraq, Jamaica, Jordan, Kazakhstan, Lebanon, Libya, Macedonia (FYR), Malaysia, Maldives, Marshall Islands, Mauritius, Mexico, Montenegro, Namibia, Palau, Panama, Paraguay, Peru, Romania, Russian Federation, Serbia, South Africa, St. Lucia, St. Vincent and the Grenadines, Suriname, Thailand, Turkey, Turkmenistan, Tuvalu, Venezuela RB

**CATEGORY C:**

Armenia, Bangladesh, Bhutan, Bolivia, Cabo Verde, Cambodia, Cameroon, Congo (Rep.), Côte d'Ivoire, Djibouti, Egypt (Arab Rep.), El Salvador, Ghana, Guatemala, Honduras, India, Indonesia, Kenya, Kiribati, Kosovo, Kyrgyz Republic, Lao (PDR), Lesotho, Mauritania, Micronesia (Fed. Sts.), Moldova, Mongolia, Morocco, Myanmar, Nicaragua, Nigeria, Pakistan, Papua New Guinea, Philippines, Samoa, São Tomé and Príncipe, Solomon Islands, Sri Lanka, Sudan, Swaziland, Syrian Arab Republic, Tajikistan, Timor-Leste, Tonga, Tunisia, Ukraine, Uzbekistan, Vanuatu, Vietnam, West Bank and Gaza, Yemen (Rep.), Zambia

**CATEGORY D:**

Afghanistan, Benin, Burkina Faso, Burundi, Central African Republic, Chad, Comoros, Congo (Dem. Rep.), Eritrea, Ethiopia, The Gambia, Guinea, Guinea-Bissau, Haiti, Korea, Dem. People's Rep., Liberia, Madagascar, Malawi, Mali, Mozambique, Nepal, Niger, Rwanda, Senegal, Sierra Leone, Somalia, South Sudan, Tanzania, Togo, Uganda, Zimbabwe

\$ \_\_\_\_\_ Certification Fee

\_\_\_\_\_ Check Enclosed

\_\_\_\_\_ Charge My \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form to:  
 ICEA, 110 Horizon Drive, Ste. 210, Raleigh, NC 27615, USA  
 info@icea.org

