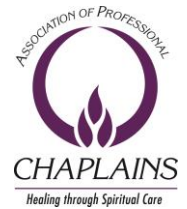


Association of Professional Chaplains

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Standards for Board Certified Chaplains and Associate Certified Chaplains

Standards are established by the Association of Professional Chaplains. APC's affiliate, the Board of Chaplaincy Certification Inc. certifies chaplains according to these standards.

DEFINITION OF A BOARD CERTIFIED CHAPLAIN

A person who has demonstrated professional excellence as a chaplain, meeting all eligibility requirements including a bachelor's degree, 72-semester-hour graduate theological degree from an accredited school, four units of clinical pastoral education (CPE), and endorsement/support by a recognized faith group, is recommended by a Certification Committee, approved by the Commission on Certification, and ratified by the Board of Chaplaincy Certification Inc. Board of Directors.

Definition of a Provisional Board Certified Chaplain

A provisional board certified chaplain has demonstrated professional excellence as a chaplain, meeting all the board certified chaplain (BCC) eligibility requirements. The BCC candidate may be granted provisional status in the case of one or both of the following exceptions:

1. The BCC candidate has demonstrated competency in at least 22 BCC competencies, inclusive of all those related to pastoral functioning (PAS 1-9).
2. The BCC candidate has not completed the 2,000 hours of work experience as a chaplain.

A provisional board certified chaplain has two years from the initial ratification date to submit a request for a subsequent appearance to demonstrate competency in the remaining standards to a certification committee, or to submit the proper documentation of completion of 2,000 hours of chaplaincy experience (for a paper review). If a provisional board certified chaplain does not complete either of these requirements within the specified timeframe, he or she will be removed from the roster and will need to reapply for certification.

DEFINITION OF AN ASSOCIATE CERTIFIED CHAPLAIN

A person who has demonstrated professional excellence as a chaplain, meeting all eligibility requirements including a bachelor's degree, a 48-semester-hour graduate theological degree from an accredited school, two units of clinical pastoral education (CPE), and endorsement/support by a recognized faith group, is recommended by a Certification Committee, approved by the Commission on Certification, and ratified by the Board of Chaplaincy Certification Inc. Board of Directors.

Definition of a Provisional Associate Certified Chaplain

A provisional associate certified chaplain has demonstrated professional excellence as a chaplain, meeting all the associate certified chaplain (ACC) eligibility requirements. The ACC candidate may be granted provisional status in the case of one or both of the following exceptions:

1. The ACC candidate has demonstrated competency in at least 22 BCC competencies, inclusive of all those related to pastoral functioning (PAS 1-9).
2. The ACC candidate has not completed the 2,000 hours of work experience as a chaplain.

A provisional associate certified chaplain has two years from the initial ratification date to submit request for a subsequent appearance to demonstrate competency in the remaining standards to a certification committee, or to submit the proper documentation of completion of 2,000 hours of chaplaincy experience (for a paper review). If a provisional associate certified chaplain does not complete either of these requirements within the specified timeframe, he or she will be removed from the roster and will need to reapply for certification.

GENERAL STANDARDS

NOTE: Equivalencies may be accepted for a graduate theological education, clinical pastoral education (CPE) and/or work experience as a chaplain. It is the obligation of the candidate to demonstrate each equivalency to the satisfaction of the Commission on Certification. The final decision on whether a given candidate needs to file for an equivalency rests with that commission.

1. Bachelor's degree from a college or university that is accredited by a member of the Council for Higher Education Accreditation (www.chea.org).
2. Master's degree in theological studies from an institution accredited by a member of the Council for Higher Education Accreditation (www.chea.org) that involves:
 - Board certified chaplains: a minimum of 72 semester credit hours (108 quarter credits).
 - Associate certified chaplains: a minimum of 48 semester credit hours (72 quarter credits).
 - a. If the candidate's theological education degree(s) program does not involve the required number of semester credits, the candidate must apply for an equivalency and may make up the difference by documenting other graduate degrees granted, courses, graduate professional continuing education, or graduate-level educational experiences, any and all of which must be approved by the Commission on Certification through the equivalency process.
 - b. ONE CPE unit from a properly accredited organization/institution can be used to fulfill both the CPE requirement and the graduate degree requirement.
3. Provide documentation of current endorsement or of good standing in accordance with the applicant's faith tradition (received or reaffirmed within last 12 months). **The letter must be mailed directly to the BCCI office.** Faith groups must be recognized by the Department of Defense (Armed Forces Chaplains Board) or previously reviewed and approved by the BCCI. If not, the applicant must contact the BCCI office regarding a review of the faith group.
4. Clinical Pastoral Education (CPE) to function as a competent pastoral care provider from institution(s) accredited by the Association for Clinical Pastoral Education (ACPE), National Association of Catholic Chaplains (NACC) or the Canadian Association for Spiritual Care (CASC). The required clinical education is:
 - Board certified chaplains: Four (4) units.
 - Associate certified chaplains: Two (2) units.
5. A minimum of 2,000 hours of work experience as a chaplain following the completion of all CPE units (four for board certified chaplains and two for associate certified chaplains) and apart from CPE training or residency. The 2,000 hours of work experience as a chaplain following the completion of CPE and apart from CPE training or residency requirement is met by candidates when a substantial part of their duties include ministry commonly performed by chaplains in specialized settings such as health care. We will also accept volunteering hours as long as they can be documented and verified. Parish ministry hours don't count.
6. Demonstration of current competency standards via written materials and certification interview.