



CHILD & YOUTH CARE CERTIFICATION BOARD, Inc.

Promoting competent, caring, and compassionate Child and Youth Care professionals.

Report to the ACYCP Board of Directors May 11, 2012

Over the last year CYCCB has continued to pursue the initiatives outlined in the Strategic Plan developed in 2007 and revised in 2011. Many thanks to the ACYCP Board members who attended the 2011 Strategic Planning meeting in Pittsburgh and offered their support and guidance.

The following is a brief overview of accomplishments, significant issues, and activities over the past year since May 2011.

CERTIFICATION PACKAGES

CYCCB rolled out the new certification packages at the AACRC conference in New Orleans May 2012.

CYCCB now offers a variety of certification packages designed for the needs of organizations seeking to include credentialing as part of their in-house professional development system. Included are:

- Multiple exams.
- Application processing for multiple staff.
- Certification Prep Manuals.
- Consultation to include certification requirements and processes as part of organization policies, hiring practices, training and professional development programs.
- Mentoring for staff completing the certification process.
- Membership in a professional association.
- Participation in national research efforts to document the impact of credentialing on organizations, employees, and outcomes with young people.

CYCCB needs ACYCP's help in getting the word out about this new initiative. Please help us distribute brochures and make contacts to move this forward.

BOARD ELECTION

The initial CYCCB board was appointed by ACYCP in 2007. The constitution calls for election of board members beginning in 2011 with half of the board elected every other year. This year we added a new board position so that the total number is 12 (which divides nicely for electing ½ the Board every other year). In 2012 the second election was held. Between January and May nominations were solicited from practitioners certified by CYCCB. A slate of 3 candidates emerged to fill 4 board positions. All 3 were current board members seeking re-election with no new practitioners nominated. We are pleased to announce the re-election of the following individuals:

Andy Munoz	Re-elected
Sr. Madeleine Rybicki	Re-elected
Pam Clark	Re-elected

We are asking the ACYCP Board for help in identifying practitioners in juvenile justice and early care and education who are willing to make the commitment to serving on a working board. We meet monthly. Committee engagement is expected. We need people who are well-connected in the practice setting and who support credentialing and higher standards of practice.

New board officers will be elected in June 2012. Frank Eckles will be stepping down as President after 5 years. Sr. Madeleine Rybicki will be stepping down as First Vice President, also after 5 years. In 2011 the following officers were elected for 2-year terms:

Cindy Wilson	Treasurer
Debbie Zwicky	2 nd Vice President
James Freeman	Secretary

LOAN REPAYMENT & LICENSING FEES

CYCCB has fully paid the 2011 portion of the start-up loan owed to ACYCP and has paid part of the amount owed for 2012 (payments made in 2012 are \$550.55 + \$1,276.55 = \$1,826.10). The remaining balance due in 2012 is \$1,275.00. Due to cash flow constraints, 2012 loan payments are being paid in installments. Full payment will be made by the end of 2012.

Licensing fees are documented in the CYCCB accounting systems as testing, application processing and renewals are completed. Licensing fees for certification testing and application processing which accrued in 2009 have been paid to ACYCP. Licensing fees for 2010 and 2011 totaling \$3,946.90 are being held by CYCCB. Currently an additional \$707.00 has been added to this fund in 2012.

As of the end of 2011, \$1,845.00 was in the 'state certification groups' funds. None of these funds have been expended. These funds are designated for revenue sharing with

certification providers that channel their certified practitioners into the national certification system.

CYCCB continues to struggle with cash flow. We have been able to maintain operations but do not currently have adequate revenues to make payments from the professional development funds (which include both the ACYCP licensing fees and the 'state certification groups' funds).

OFFICE OPERATIONS

Michelle Luetge continues as the part-time office manager. An additional part-time worker, Charlotte Swain, also continues in the office. Michelle has completely redesigned the CYCCB accounting system so that income, expenses, licensing fees, and payments to proctors and certification partners can be tracked and dependably paid. Michelle is now handling the bulk of certification processing. Charlotte runs the CYCCB election, has mailed out uncountable notices and reminders, manages the Constant Contact systems, and has completed entering all the available research data into the computer. The addition of these staff has completely eliminated back logged application processing and has improved our ability to respond consistently to practitioners' needs.

COMPETENCY CROSSWALK WITH THE NATIONAL COMPETENCIES FOR AFTER SCHOOL PERSONNEL

In September 2011 the National After School Association adopted the *Core Competencies for Afterschool and Youth Development Professionals* (developed by Ellen Gannett at NIOST) as the national competencies that describe after school practice. CYCCB formed a committee that crosswalked the competencies to the *Competencies for Professional Child and Youth Work Practitioners (2010)* used in the ACYCP/CYCCB national certification program. The committee concluded that the two documents, developed independently, are 'significantly congruent'. Although the taxonomies are different and there are some linguistic differences, the documents clearly describe the same knowledge and skills. This is a significant finding that further validates the notion that the *Competencies for Professional Child and Youth Work Practitioners*, developed by ACYCP/NACP, describe cross-setting practice and provide a framework for integrating practice across settings.

CANADIAN EXAM

A Canadian version of the exam has been implemented. In 2011 a committee composed of Carol Stuart, Kelly Shaw and Heather Modlin made changes to the 2.1 exam to better align it with Canadian ethnic groups and practices. In May 2012 the exam become available in Canada. By the end of May the exam will be mounted for on-line access. The new exam will be used exclusively in Canada and is available in both booklet and on-line testing situations.

REVISIONS TO CERTIFICATION OPERATIONS

CYCCB formed the Certification Process Committee that began meeting in 2011. The group is analyzing consumer survey data and making recommendations for improving the certification testing, application processing and renewal programs. If you have comments or suggestions, please forward them to James Freeman, Committee Chair, so we can consider them. The group is currently revising all application forms and will begin work on renewal and testing forms soon. Changes are approved by the ACYCP President before being implemented. This group is a Standing Committee that will take revision work forward on an on-going basis.

Renewals: Renewals are now using the modified requirements approved by ACYCP in 2010. First year renewals require filing a form verifying contact information. No fee is required. The second year renewal fee is now \$50 and is submitted with the documentation of professional engagement/professional membership and continuing education hours. Alternative demonstration of continuing education has been implemented.

Special Provision for Granting Certification to NACP Contributors

At the close of NACP there were many contributors to the development of the national certification system that, because of their intimate knowledge of the exam, could not be fairly tested. These practitioners had also contributed significant numbers of non-paid hours to develop the exam and certification process. It was agreed that these practitioners would be allowed to be certified by: 1) submitting an application; 2) providing support documentation demonstrating professional membership and 250 relevant training hours; 3) meeting all renewal requirements; and 4) paying a \$100 processing fee. Completion of the portfolio was waived. Submitting consumer surveys was not required at that time.

In March 2012 CYCCB reinstated the program in response to a request from a NACP contributor. The program will continue to be available to the individuals listed in the October 15/16, 2006 ACYCP Board resolution creating the program. The program will be available beginning in June 2012. This was done in consultation with the ACYCP President.

Pricing of Testing

In February 2012 the CYCCB Board increased the price for testing to \$135. This was done to increase testing revenues and to address the varying pricing that was emerging due to increasing costs for ACT proctored testing. The Board felt that, to avoid confusion, one price should be used in all testing situations (booklet-based, on-line at CYCCB and ACT proctored sites).

Testing Time

In March 2012 the CYCCB Board increased the time that testers have access to the exam from 2 hours to 3 hours. Although this increased proctoring costs, consumer feedback indicated that many people were unable to complete testing in 2 hours. It is believed

that this will address some of the difficulty that some practitioners have with the reading involved in testing and produce a more equitable testing situation for all test takers. This policy has been implemented in both on-line and booklet-based testing.

Electronic Renewal Processing

Beginning in the 2012, renewal notifications were sent out using the Constant Contact system. This has significantly reduced mailing costs and speeded notifications. The system will continue to be expanded until all mass notifications are distributed using this method. Unfortunately, not all CYCs have dependable email addresses. These continue to be handled through the postal service.

Reduced Testing Fees for ACYCP Members

This program was approved in 2011. The process has been described in a Memorandum of Understanding (MOU) developed jointly by ACYCP, CYCCB, and eStrategy Solutions (the on-line testing provider). The MOU is slated for approval at this ACYCP Board meeting. Upon approval, the system will be available beginning in June 2012.

KENT STATE INTERNATIONAL HUMAN SERVICES WORKFORCE RESEARCH INSTITUTE

We continue to seek funding to support the following:

1. Study of the impact of certification preparation on certification success (passing exam and meeting other certification requirements). We will also look for racial differences. There is some research that suggests that course preparation can reduce racial differences in exam scores.
2. Development of a video-based scenario exam that reflect the written scenarios in the current exam. If funded, we will compare pass rates for minority groups. There is some research that indicates that a video exam can reduce racial differences that typically occur with written exams. (A grant was submitted to the National Science Foundation in January 2012 to support this work. The proposal was not funded.)

Dale Curry is working with Meredith Hoffmann and James Freeman at Casa Pacifica in Camarillo, CA to conduct a follow-up study to quantify the impact of high quality youth work training and credentialing on outcomes with clients. The study is looking at: training satisfaction, changes in test scores, worker comp claims/injuries, return on investment, retention, and changes in treatment outcomes. This is one of the most complex studies undertaken to date and promises to provide much needed information on the impact of certification. Preliminary data from the study is promising and will be published soon. Additional opportunities are being explored to replicate the study in juvenile justice, after school and early childhood settings.

COLLABORATIONS WITH MAJOR PARTNERS

CYCCB is actively expanding collaboration with the following organizations: National After School Association, American Association of Children's Residential Centers, Indiana YouthPro and the Indiana Youth Development Credential, Forum for Youth Investment, Next Generation Workforce Coalition, The Journey, Canadian Council, National Institute for Out of School Time, Pro Youth Work America, and National Partnership for Juvenile Services. Work is in progress with each group to increase awareness of the national competencies and the benefits of collaboration in creating a seamless national credentialing system; and connecting existing certification programs to CYCCB. The relationships with each group have evolved over the past year.

Work will continue later in 2012 to finish the work begun in 2009 of connecting the certification programs operated by the Indiana, Ohio, Texas, Maine, Wisconsin and Wyoming CYC Professional Associations. Over the next year agreements will be signed specifying how reciprocity will be arranged, what documentation accepted, etc. This is the first time that major credentialing programs have been integrated and is critical to the overall field unification effort.

CYCCB is actively working with the following universities: Ryerson University, University of Wisconsin, University of Pittsburgh, University of Maine, Indiana University and the University of Western Washington. We expect to be adding many other universities over the next several years. Planning is underway to develop technical assistance programs to help universities develop coursework and degree plans based on the unified competencies.

National Linked Professional Development System

A significant collaboration was carried forward between CYCCB and the National After School Association in March 2012. Both Boards passed resolutions of support to explore working together to form a national linked professional development system. Work is moving forward to convene a meeting between the following groups at the Council on Accreditation (COA) Conference in New York August 5-7, 2012:

- 1) CYCCB
- 2) ACYCP
- 3) NAA,
- 4) AACRC
- 5) NPJS

This is expected to be a preliminary meeting to explore establishing a national, cross setting, work group to provide leadership for linking professional development systems across settings. Included in this vision is:

- 1) Expanding access to meaningful, competency-based professional development across the workforce.
- 2) Linking credentialing programs across states and practice settings to increase benefit, access and impact.

- 3) Establishing national standards for trainers and training programs offering professional development in all practice settings.
- 4) Establishing standards to guide emerging college and university programs in establishing competency-based education that increases practitioner access and articulation between programs.
- 5) Coordinating research to demonstrate the impact of the national system on practitioners, employers and the community.

CERTIFICATION PROGRAM STATS

Below is a summary of testing and application approval.

Testing

# Tested	
2008	26
2009	80
2010	75
2011	44
To date 2012	21
Total Tested since Pilot Testing	246

Certifications Approved

Total Certified	
2008	47
2009	1
2010	11
2011	11
2012 to date	7
Total Certified since Pilot Testing	77

Numbers are slowly improving as word is reaching greater numbers of practitioners. The implementation of on-line testing and expansion of proctored sites has significantly improved access. CYCCB is now offering support to people working on their applications. This is increasing the number of applications completed and submitted.

EXPANSION OF TESTING PROGRAM

On-line testing is now available in 233 ACT proctored testing sites in the US and Canada. This has dramatically increased access to testing. The scheduling function currently available to CYCCB sponsored test sites is being changed so that the same scheduling system is used in both the ACT and CYCCB sponsored sites.

A Canadian version of the exam has been implemented. At the beginning of May 2012 the exam become available in Canada. By the end May the exam will be mounted for on-line access. The new exam will be used exclusively in Canada and is available in both booklet and on-line testing situations.

Over the past year on-line testing has been implemented in the following proctored sites: LHS Youth and Family Services (Ohio), Western Washington University (Washington), and University of Wisconsin (Wisconsin).

Booklet-based testing remains available in the following sites: WyACYCP (Wyoming), Academy for Competent Youth Work (national), Ryerson University

(Toronto), and New England Network (New England area). Over the last year CYCCB trained proctors in booklet-based testing in Nova Scotia, Newfoundland/Labrador, Indiana, Wisconsin, and Ohio.

Proctored site agreements are in development at the University of Maine. Proctor training is now available on-line and can be completed once the site contract has been signed and approved.

ADVISORY COMMITTEE AND NETWORK

An email networking/notification system was implemented in 2011 using Constant Contact. This system is being used to conduct CYCCB Board elections and communicate with the CYCCB certified practitioners, Advisory Committee and Advisory Networks. Newsletters were published through the system in Oct 2011, Jan 2012 and April 2012. Over the next several years the system will be expanded to create a communication system that crosses practice silos and links existing communication networks. In 2012 ACYCP used the system to hold board elections and will be using it to publish the on-line newsletter.

PUBLICATIONS

The next issue of ACYCP's *Journal of Child and Youth Care Work* will be organized around the national competencies. It will include the 2010 Revised Competencies and articles describing each competency domain (one historical, one research-based, and one current in each domain). The document developed by the CYCCB Board describing the vision of and rationale for a unified national professional development system has been included in the Professionalism section.

WEBSITE

CYCCB implemented a new website in September 2011 in collaboration with Casa Pacifica in California. Site development will be implemented in stages over the next several years by James Freeman. CYCCB is moving in the direction of offering an electronic avenue for submitting renewal forms and payment.

IMMEDIATE FUTURE

Funding to Support CYCCB Operations and Expansion – CYCCB continues to pursue funding to finance the infrastructure necessary to establish and maintain a national credentialing system. Revenues from certification are paying for basic operations but do not provide adequate revenues to stabilize and expand services, and conduct critical research. Lack of funding continues to be a significant limitation.

Certification Prep Manual - This has been delayed but is in development and expected to be available later in 2012 to support distance education prep courses and individuals seeking credentialing.

Training and TA Teams – CYCCB has expertise in helping organizations incorporate the competencies and credentialing program into career development systems, employee evaluations, job descriptions, promotion ladders, etc. We also have opportunity to work with colleges and universities to develop relevant, articulated coursework and degree plans. Workshops and TA strategies are under development and will be available later in 2012. This has been included in the ‘certification packages’.

NEEDED FROM ACYCP

ACYCP Representation at the COA meeting – CYCCB is requesting that ACYCP designate a person to represent ACYCP at the meeting to explore a linked national professional development system. We recommend that this representative have a cross practice setting experience history, be empowered to speak for ACYCP, and be able to attend this and subsequent meetings.

Nominations for the Vacant Board Position – we are looking to expand representation from Juvenile Justice and Early Care and Education. You can make recommendations to any CYCCB Board member. They will take the nomination forward to get them involved. We are looking for people who will make a commitment to a working board that meets monthly and expects committee engagement; people who have expertise and connections in the designated practice settings.

Nominations for Advisory Committee – each month the Board approves an addition to the Advisory Committee. You can make recommendations to any CYCCB Board member. They will take the nomination forward to get them approved.

Changes to the Certification Program – by the end of 2012, recommendations for additional changes to the certification program will be made to the ACYCP Board. Your help in getting this approved as quickly as possible is appreciated.

Ethics Committee –CYCCB implements the Standards for Practice of North American CYC Professionals for ACYCP as part of the certification effort. We are now promoting its use across practice silos. The Standards were developed and approved in 1995. Since that time, no further development has been conducted. This work is the responsibility of ACYCP. The ethics code, our understanding of how to apply them, and our use of them was intended to evolve over time. We encourage ACYCP to prioritize this critical work of profession building. No body exists to investigate violations of ethical behavior of practitioners. One of the key attributes of a profession is its commitment to set standards and regulate practices in the profession. Although CYCCB has not to date received any complaints relating to certified practitioners, it will happen. Currently there is no satisfactory process in place. We recommended this to you last year.