

Calendar Year 2014 Recertification Form

- I. Full-time Forensic Teaching or Forensic Casework – Employed directing, reviewing or performing forensic science casework (including all specialty areas and QA) in a Forensic Science Laboratory or equivalent or employed with a College or University** [Points claimed here can be for work in any specialty area. You may choose to claim a maximum of **2 points every five years** for full-time forensic teaching or casework in your specialty in Section IV instead of Section I]

2 points per year	Points Acquired:
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Place of Employment:	
City, State:	
Supervisor / Co-worker: The person listed above should witness (sign) your completed Recertification Forms on Pg. 12.	
Telephone Number:	Email:

II. Professional Involvement [Minimum of 10 points Required Every 5 Years]

A. Meetings and Activities (Please attach a copy of your receipt or invoice for Meeting registration.)

1. Registered ABC Member Organization Meeting Attendance (AAFS, ASCLD, ASTM, CAC, MAAFS, MAFS, NEAFS, SAFS, SWAFS, NWAFFS ONLY)

(SUITABLE DOCUMENTATION Registration, Certificates, Receipt or Other Comparable)

ATTACH CERTIFICATES IF POSSIBLE	Points Acquired:
2 points per day; 25 points maximum/year	

Meeting:
Location / Date:
Number of Contact Hours:

I have attached suitable documentation Yes No

Meeting:
Location / Date:
Number of Contact Hours:

I have attached suitable documentation Yes No

Meeting:
Location / Date:
Number of Contact Hours:

I have attached suitable documentation Yes No

Print Name, Certificate Number _____

2. Registered Other Forensic Professional Association Meeting Attendance (e.g., CODIS, CLIC, State Organizational Meetings, IAI, etc.). Please see the list of approved meetings.

ATTACH CERTIFICATES IF POSSIBLE 1 point per day; 20 points maximum/year	Points Acquired:
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Meeting:	
Location / Date:	
Number of Contact Hours:	
Registrar/Org. Secretary:	Email:

I have attached suitable documentation

Yes

No

3. External Audit, Inspection, assessment Activity (e.g. ASCLD/LAB, FEPAC, DNA)
(**SUITABLE DOCUMENTATION Communication from Lead Assessor or your Manager**)

1 point per day per inspection / audit; 10 points maximum/year	Points Acquired:
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State in which activity occurred / Date:
Lead Auditor:

I have attached suitable documentation

Yes

No

4. Attendance at a SWG/TWG or OSAC
(**SUITABLE DOCUMENTATION: Certificate or Communication S/TWG Chair**)

1 point per day of meeting attendance; 10 points maximum/year	Points Acquired:
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Meeting:
Location / Date:
Number of Contact Hours:

I have attached suitable documentation

Yes

No

B. Organizational Participation
(**SUITABLE DOCUMENTATION: Membership Card, Dues Receipt or Directory Listing**)

1. Forensic Organization Membership (Please see list of accepted Forensic Organizations)

1 point per year per organization; 10 points maximum/year	Points Acquired:
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a. Organization:

I have attached suitable documentation

Yes

No

b. Organization:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

c. Organization:

I have attached suitable documentation Yes No

d. Organization:

I have attached suitable documentation Yes No

e. Organization:

I have attached suitable documentation Yes No

f. Organization:

I have attached suitable documentation Yes No

2. Elected Officer/Committee Chair in Forensic Organization

(SUITABLE DOCUMENTATION: Certificate, Official Communication or Directory Listing)

2 points per year served per organization; 10 points maximum/year Points Acquired:

Organization:

I have attached suitable documentation Yes No

Organization:

I have attached suitable documentation Yes No

3. Committee Member

(SUITABLE DOCUMENTATION: Certificate, Official Communication or Directory Listing)

1 point per year served per organization; 10 points maximum/year Points Acquired:

Organization:

I have attached suitable documentation Yes No

Organization:

I have attached suitable documentation Yes No

Organization:

I have attached suitable documentation Yes No

III. Other Forensic Skill Building Activities (Non-Specialty Related. Specialty Related see IV.) Points claimed under Section III cannot be claimed under Section IV.

A. Training Received

1. Workshop / In-Service Training in non-specialty skills (e.g., statistics, computers, expert testimony). On-line training to be evaluated on a course by course basis. Does not include mandatory yearly training (blood borne pathogen) or Unit training.

(SUITABLE DOCUMENTATION: Certificates, Registration, Receipt, or Comparable)

2 points per day; 15 points maximum/year Points Acquired:

Course/Training Title

Print Name, Certificate Number _____

Instructor /Professor Name:	
Course Date(s):	Number of Contact Hours:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

2. Successful Completion of Relevant non-specialty College Course from a regionally accredited College. **(SUITABLE DOCUMENTATION: Transcript, Grade)**

5 points per credit hour; 15 points maximum per course	Points Acquired:
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Course/Training Title	
Instructor /Professor Name:	
Course Date(s):	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

3. Successful Completion of Relevant On-line non-specialty College Course from a regionally accredited College. **(SUITABLE DOCUMENTATION: Transcript, Grade)**

5 points per credit hour; 15 points maximum per course	Points Acquired:
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Course/Training Title	
Instructor /Professor Name:	
Course Date(s):	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

B. Technical Development

1. Panel Discussion/Plenary Discussion. **(SUITABLE DOCUMENTATION: Program page, Official Communication of Comparable)**

2 points per discussion; 20 points maximum per year	Points Acquired:
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Topic/Title:	
Location/Forum:	
Session Coordinator:	Course Date:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

2. Technical Paper/Poster Presentation at a Scientific Meeting.

[Points cannot be claimed under this item if they are claimed under IV.B.2. Technical Paper Presentation]

(SUITABLE DOCUMENTATION: Abstract from Program)

5 points per author/coauthor; 5 points per presentation; 5 points per presenter(non-author); 10 points presentation maximum; 20 points maximum/year	Points Acquired:
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Topic/Title:	
Location/Forum:	
Session Coordinator:	Course Date:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

3. Technical Paper Publication

[Points cannot be claimed under this item if they are claimed under IV.B.3. Technical Paper Publication]

a. Peer Reviewed **(SUITABLE DOCUMENTATION: Abstract, First page from publication)**

15 points per different paper	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation

Yes

No

b. Editorial Review (eg. *Microscope*) **(SUITABLE DOCUMENTATION: Abstract, First page of article)**

10 points per different paper	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation

Yes

No

c. Newsletter (no technical review) **(SUITABLE DOCUMENTATION: Abstract, First page from publication)**

5 points per different paper	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

4. Book Chapter Authorship
(SUITABLE DOCUMENTATION: Index)

20 points per chapter; 40 points maximum

Points Acquired:

Publication Title:

Complete Reference:

I have attached suitable documentation

Yes

No

5. Book Authorship/Editing
(SUITABLE DOCUMENTATION: Title page/Table of contents)

40 points per book

Points Acquired:

Publication Title:

Complete Reference:

I have attached suitable documentation

Yes

No

6. Technical Paper Review (at Journal Request) and Thesis Review
(SUITABLE DOCUMENTATION: Official communication from editor/Copy thesis review).

5 points per review; 15 points maximum

Points Acquired:

Name of Journal:

Copy of correspondence from Editor:

I have attached suitable documentation

Yes

No

C. Training Given

1. Conducting Workshop/Seminar in other Forensic Skill Area (e.g., expert testimony, computers). Please attach a copy of the workshop or seminar description. Does NOT include lectures to lower level schools. In order to claim points in this category you must have taught a workshop/seminar for at least a half day. Fewer than 2.5 points are not awarded.
(SUITABLE DOCUMENTATION: Program page, Syllabus, Description).

5 points for each full day presentation; 15 points maximum/year

Points Acquired:

Topic/Title:

Location/Forum:

Session Coordinator:

Course Date:

Telephone Number:

Email:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

- Primary Instructor, non full-time faculty member, teaching a non-specialty area related full semester/trimester/summer college level class.

(SUITABLE DOCUMENTATION: Syllabus or Official Course Description plus Documentation of instructor status)

5 points for each full day presentation; 15 points maximum/year	Points Acquired:
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Class Title:	
University/College:	
Number of Students:	Course Date:
Head of Department Class Taught Under:	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

IV. Specialty Area Activities

Average 3 points for each year a Fellow Certificate is valid and in each specialty area. (Points claimed under Section IV can be applied toward recertification in more than one Specialty Area if it applies to both specialties, but cannot be claimed under Section III.)

A. Training Received

- Workshop / In-Service Training (e.g., FBI Academy, documented in-house training). On-line training to be evaluated on a course by course basis. Does not include mandatory yearly training (blood borne pathogen) or Unit training.

(SUITABLE DOCUMENTATION: Certificates, Registration, Receipt, or Comparable)

2 points per day; 15 points maximum/year	Points Acquired:
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Course/Training Title	
Instructor /Professor Name:	
Course Date(s):	Number of Contact Hours:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

- Successful Completion of Relevant College Course in forensic specialty from a regionally accredited College. **(SUITABLE DOCUMENTATION: Transcript, Grade, Catalog Course listing)**

5 points per credit hour; 15 points maximum per course	Points Acquired:
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Course/Training Title	
Instructor /Professor Name:	
Course Date(s):	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

3. Successful Completion of Relevant On-line non-specialty College Course from a regionally accredited College. **(SUITABLE DOCUMENTATION: Transcript, Grade, Catalog Course Listing)**

5 points per credit hour; 15 points maximum per course	Points Acquired:
---	-------------------------

Course/Training Title	
Instructor /Professor Name:	
Course Date(s):	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

B. Technical Development

1. Panel Discussion/Plenary Discussion. **(SUITABLE DOCUMENTATION: Program page, Official Communication of Comparable)**

2 points per discussion; 20 points maximum per year	Points Acquired:
--	-------------------------

Topic/Title:	
Location/Forum:	
Session Coordinator:	Course Date:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

2. Technical Paper/Poster Presentation at a Scientific Meeting.
 [Points cannot be claimed under this item if they are claimed under III.B.2. Technical Paper Presentation]
(SUITABLE DOCUMENTATION: Abstract from Program)

5 points per author/coauthor; 5 points per presentation; 5 points per presenter(non-author); 10 points presentation maximum; 20 points maximum/year	Points Acquired:
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Topic/Title:	
Location/Forum:	
Session Coordinator:	Course Date:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

Print Name, Certificate Number _____

3. Technical Paper Publication

[Points cannot be claimed under this item if they are claimed under III.B.3. Technical Paper Publication]

a. Peer Reviewed (e.g., *Journal of Forensic Sciences*)

(SUITABLE DOCUMENTATION: Abstract, First page from publication)

15 points per different paper	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation Yes No

b. Editorial Review (eg. *Microscope*)

(SUITABLE DOCUMENTATION: Abstract, First page of article)

10 points per different paper	Points Acquired:
--------------------------------------	-------------------------

Publication Title:
Complete Reference:

I have attached suitable documentation Yes No

c. Newsletter (no technical review – e.g., *Microgram*)

(SUITABLE DOCUMENTATION: Abstract, First page from publication)

5 points per different paper	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation Yes No

4. Book Chapter Authorship

(SUITABLE DOCUMENTATION: Index)

20 points per chapter; 40 points maximum	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation Yes No

5. Book Authorship/Editing

(SUITABLE DOCUMENTATION: Index)

40 points per book	Points Acquired:
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Publication Title:
Complete Reference:

I have attached suitable documentation Yes No

Print Name, Certificate Number _____

6. Technical Paper Review (at Journal Request) and Thesis Review
(SUITABLE DOCUMENTATION: Official communication from editor/Copy thesis review).

5 points per review; 15 points maximum

Points Acquired:

Name of Journal:
Copy of correspondence from Editor:

I have attached suitable documentation

Yes

No

C. Forensic Training Given

1. Conducting Workshop/Seminar in specialty area. Please attach a copy of the workshop or seminar description. Does NOT include lectures to lower level schools. In order to claim points in this category you must have taught a workshop/seminar for at least a half day. Fewer than 2.5 points are not awarded.
(SUITABLE DOCUMENTATION: Program page, Syllabus, Description).

5 points for each full day presentation; 15 points maximum/year

Points Acquired:

Topic/Title:	
Location/Forum:	
Session Coordinator:	Course Date:
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

2. Training of Examiner in Specialty Area

5 points for each 40 hour block of individualized training provided; 5 points maximum / year

Points Acquired:

Trainee:	
Telephone Number:	Email:
Supervisor/Co-worker:	

I have attached suitable documentation

Yes

No

3. Primary Instructor, non full-time faculty member, teaching a specialty area related full semester/trimester/summer college level class.
(SUITABLE DOCUMENTATION: Syllabus or Official Course Description plus Documentation of instructor status)

5 points for each full day presentation; 15 points maximum/year

Points Acquired:

Class Title:

Print Name, Certificate Number _____

University/College:	
Number of Students:	Course Date:
Head of Department Class Taught Under:	
Telephone Number:	Email:

I have attached suitable documentation

Yes

No

V. Unlisted Professional Activities

Other activities or circumstances a certificate holder or Affiliate feels should be considered under recertification should be submitted to the ABC Board at least 6 months prior to scheduled recertification. The activities and circumstances will be considered on an individual basis.

Print Name, Certificate Number _____

***I acknowledge that for any activities listed that I did not provide documentation, the points associated with those activities may be deducted.**

SECTION TOTALS	POINTS ACQUIRED
TOTAL POINTS, section I, full-time forensic casework or teaching	
TOTAL POINTS, section II, professional involvement	
TOTAL POINTS, section III, other forensic skill building activities (non-specialty related)	
TOTAL POINTS, section IV, drug analysis specialty	
TOTAL POINTS, section IV, fire debris specialty	
TOTAL POINTS, section IV, forensic biology specialty	
TOTAL POINTS, section IV, trace analysis specialty	
TOTAL POINTS, section IV, general specialty	
TOTAL POINTS, section IV, other specialty (specify)	

The information listed on this Recertification Professional Development Reporting Form is accurate and reflects the professional development activities in which I have participated. I understand that the ABC, or its representative, will verify some or all of the information contained on this Form. I agree to authorize the release of this information for recertification purposes.

Diplomate/Fellow/Affiliate/ Name (**Please Print**)

Certificate Number

Identify Certification Status: Diplomate, Fellow, etc

Specialty Area for Fellows or Diplomates in a Specialty ONLY

Signature

Date

Witness with Knowledge of Professional Activities Listed
(e.g., Supervisor or Co-worker)

Witness Signature

Telephone Number: (____) _____

Print Name, Certificate Number _____