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Record Group/Collection: Donated Historical Materials
Collection/Office of Origin: Frieden, Lex, Collection
Series: Disability Rights Organizations
Subseries:

OA/ID Number: 52056
Folder ID Number: 52056-003

Folder Title:
CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Stack: **Row:** **Section:** **Shelf:** **Position:**

Withdrawal/Redaction Sheet
(George Bush Library)

Doc. No. / Type	Subject/Title	Date	Restriction	Classification
01. Minutes	CRCC Annual Meeting (9 pp.)	8/80	C	
02. Minutes	CRCC Annual Meeting (8 pp.)	9/79	C	
03. Minutes	Executive Committee Meeting (3 pp.)	1/28/79	C	
04. Minutes	CRCC Meeting (10 pp.)	9/78	C	

Collection:

Record Group: Donated Historical Materials
Office:
Series:
Subseries:
WHORM Cat.:
File Location: CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Pinksheet Number: MB10851
OA/ID Number: 52056-003
Date Closed: 9/13/2016
FOIA/Sys Case #: 2016-2624-S
Re-review Case #:
P-2/P-5 Review Case #:

RECEIVED DEC 1 1980

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

DATE: NOVEMBER 24, 1980

TO: ALL COMMISSIONERS

FROM: Eda Holt, Administrative Office

SUBJECT: UPDATE ON VARIOUS ISSUES

Enclosed please find:

1. Memo from Betty Hedgeman
2. Report from Hedgeman to the member organizations.
3. Financial Report from Smith.
4. Who give them license? You do!
5. Ballot to be returned to Holt within ten days.

Maunsell W. Wilkinson, M.S. Chairman
NRCA
Betty Hedgeman, Ph.D., Vice Chairman
NRCA
Daniel Smith, Secretary/Treasurer
ARF
Delbert Aman, J. D.
ACCD
Ethel Briggs
NANWRW
Lawrence J. Deneen, Ph.D.
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James R. Engelkes, Ph.D.
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ARCA
H. Gene McDowell
NRCA
Ken Olson
NRCA
Terrence J. O'Rourke
ACCD
O. E. "Ed" Reece
CSAVR
Faye Sanders
NRCA
Jack R. Crisler, Ph.D.
CORE

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

NRCA has re-appointed Betty Hedgeman to serve until 6/30/84.

Please vote on this appointment below and return to C.R.C.C./Holt within ten days. A no response will be counted as an affirmative vote.

☐ I vote to accept NRCA appointment of Hedgeman

☐ I vote not to accept NRCA appointment of Hedgeman

Maunsell W. Wilkinson, M.S. Chairman
NRCA
Betty Hedgeman, Ph.D., Vice Chairman
NRCA
Daniel Smith, Secretary/Treasurer
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NRCA
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CORE

CRCC REPORT TO MEMBER ORGANIZATIONS

Very shortly, the CRCC Annual Newsletter will be sent to all CRCs. Dan Smith, Treasurer of CRCC, outlines the current financial status of CRCC very well. Enclosed is a copy of his full report and the CRCC budget for the coming year.

For some reason, many people believe that applicants for CRC will not pay a "high" price for it. My question is: then who does? Everything has increased costs due to our society's economic condition. The process of certifying people, or certification, costs more than it did before - the same as anything else. The small reserve CRCC has managed to attain, as indicated in the Financial Report, is intended to carry us through emergency situations, particularly during the next two or three years. No one wants CRCC to become less financially secure. CRCC is now a member of the National Commission for Health Certifying Agencies, and meets their financial criteria. Those who are certified should not pay the price for those entering or beginning the process. CRCC has broken down the cost of what it takes to process an application for a person desiring to become certified. Our office can tell you how much it takes from the minute the application is requested, is sent out to the person requesting it, is received, is processed, the information is obtained - all the way into including those which should go to the Credentials Committee for review. There is even a cost attached to those which must go to the Appeals Committee. For those of you who are interested in specifically knowing what those costs are, please let us know.

In addition, there is cost involved in the preparation of an examination, having it scored, notifying the candidates of the score, preparing material for future research, updating the exam and the exam pool. In that cost is also included data processing, computer time, supplies and materials, postage, telephone calls, staff time, the preparation and development of new exam items, printing, not to mention the cost of insurance, office space, membership dues and NCHCA, and the publication of an annual newsletter. In 1977, that cost was $125. CRCC chose not to have the candidates in this field bear the full cost. In fact, up until 1980, $85 was the amount that was charged for this service. The result created some financial difficulty from which CRCC extricated itself by becoming independent - that is, without contracting with an administrative service, but finding its own office and hiring its own staff.

CRCC's staff, at this time, includes two people - one of which is Eda Holt, whom most people in the field know. Many have had direct dealings with Ms. Holt and have found her to be most helpful in facilitating the responses to questions. She has put more time and effort in this than can ever be repaid. The staff fields the questions, responds to routine matters, and assists the eighteen Commissioners, all of whom serve on at least one Committee, more often two, to accomplish the work of the Commission. Commissioners are not paid for their services. The cost to the certification process would be tremendously escalated if CRCC had to pay for the service Commissioners render. They not only give of their own time, quite often they meet their own expense.

There are others who are not Commissioners, but who are dedicated to the concept of certification and what needs to be accomplished. They are also very helpful and volunteer to assist the Commission. All of these people, including former Commissioners, are as concerned as you are about quality services being delivered to those who are in need of them.

For the past year, CRCC has been aware that the $85 fee causes a $40 deficit in the cost of the certification application process which includes the examination. We have also, as a Commission, adhered to a requirement that the field should have a year of notice before that fee was increased. In 1981, the cost projection is $135. CRCC cannot supplement the cost by decreasing fees. CRCC does not have the finances to defray the cost by using its small reserves. Candidates who desire certification must meet the cost. In order to assist them in doing so, CRCC has arranged to have candidates who so desire, utilize credit cards, specifically Master Charge and VISA. This, too, will be announced in the Newsletter.

In an effort to have the greatest number of opportunities for persons to pursue certification, new sites have been opened up. In fact, we now have double the number that we had a few years ago. While this has allowed many people the opportunity to apply for certification, in some ways, it has caused more time and effort on the part of the Commission, in that materials must be shipped to more places, sites must be obtained, monitors must be obtained, people to take responsibility for administering the examination and returning it to maintain security must be obtained. All of this takes more coordination of time and effort, and of course increases the cost. Whenever possible, costs are kept down by obtaining free sites or the least expensive sites possible which would still be accessible to those who are taking the exam. Monitors' fees are kept to a minimum, as are travel expenses. Whatever expenses are paid are those impossible to avoid.

Again, take a look at what it costs other professions for their credentialing processes. Physical therapy, occupational therapy, nursing, medicine, psychology, social work - all have fees that are considerably more than what we are charging for our certification process. In recent years, the American Mental Health Counselors Association, a division of the American Personnel and Guidance Association, has begun a certification process and formed an independent group, or a National Academy, to do their certification. Their costs began at a much higher scale than those for which our certification process began. This group benefited from the financial errors that CRCC made in its beginning in not charging sufficient fees. I understand that hundreds of counselors are pursuing that particular certification process. To them, certification does mean a great deal.

Rehabilitation counselors continue to ask: "What does certification mean? How will it help me, the individual counselor?" How can CRCC help you decide? You are the ones who will determine if this process is essential by either accepting it or rejecting it. Here are some reasons for your consideration:

1. CRCC is recognized as a credible body that has a well-developed certification program meeting the standards of NCHCA - that means public recognition.

2. The certification standards are basic to what the field of rehabilitation counseling believes should be possessed by persons delivering rehabilitation counseling to the public. Research must be implemented to show the true effectiveness. An increasing number of employers are expecting rehabilitation counselors to be certified. Consumers expect the best quality service.

3. State licensure laws are being developed which either include rehabilitation counseling as a specialty or can make accommodations for rehabilitation counseling to join in the future. This requires active, professional support, and will open the way for third-party payments and acceptance of the standards within each individual state. Many states which see the CRC exam as a possible way to replace current Civil Service exams, are offered the choice to use the CRC score instead of taking the Civil Service exam. The exam can also be used instead of the State Licensing exam for those states which prefer to offer that as an alternative to their own examination. Using the CRC exam would, of course, save states substantial amounts of money. It would save the counselor dual application fees and the taking of two examinations.

4. There are several rehabilitation counseling groups in existence. Some of them are part of, or members of, CRCC. Each functions independently of each other. Often there is talk of merger. The one place where rehabilitation coun-

seling is a unity is the Commission itself. It has not only the organizations which represent rehabilitation counselors, but the employers of rehabilitation counselors, and the consumers of rehabilitation counseling services. What better place is there to show that this whole issue of quality service and the maintaining of standards to provide those services is a single, united effort, and that really is what rehabilitation is all about. If so desired, this could extend to other groups in rehabilitation which might at this time, or perhaps in the future, pursue certification themselves.

Much of this is in discussion. Some of it is in progress. CRCC in the process of certification can help it to happen. It does need everyone's support. Beginning in 1982, candidates will be required to pay $65 for the application fee and $70 for the examination fee, for a total of $135. In other words, applications received during the year 1981, will be at a cost of $85, as is currently true. Beginning January 1, 1982, any applications that are received will cost the new fee of $135. This year's notice is intended to give those persons who wish to pursue certification the opportunity to do so at the reduced fee. We hope that by doing so, we are offering to people who have not yet been certified, this opportunity to do so.

When certification maintenance began, we knew there would be a tremendous process of paperwork. We were not fully aware of the extent to which it would be necessary to process papers, contact people. Indeed, we do require another person on our staff to deal with all that is involved, and hope that we will be able to hire that person in the near future. The Certification Maintenance Committee does a great deal of work reviewing all of the forms and applications that come in from persons desiring to maintain their certification. We have also broken down the cost of what this process takes, and know that the $50 fee which in reality amounted to $10 per year for the five years to be covered, could not really bear the cost of what needed to be done. In order to do so, that fee must also be raised to $75, or an average of $15 per year. Again, persons desiring to do so, may utilize Master Charge or VISA. Many people are concerned and have expressed doubts and criticisms about the current certification maintenance system. As is true of the exam itself, the certification maintenance process has a lot of work to be accomplished to achieve competency. CRCC is aware of this, and efforts have been, and are being put forth, to accomplish this as soon as possible. We expect it will take two or three years to put this in place. If you would, please compare this to the amount of time it has taken other groups to put their own processes in shape. Also recognize the fact that most groups do not yet have

measures of competence in either of their certification or re-certification process.

We know there is criticism of many things that CRCC does. We are not perfect. We cannot become perfect unless those who provide the constructive criticism are also willing to help improve those areas they see that need improvement. We look forward to that help and cooperation.

FINANCE COMMITTEE REPORT
OCTOBER 16, 1980

In 1977 the Commission did a careful financial analysis of its position. At that time it was determined that the examination cost CRCC $125.00 for each person tested. The fee in 1976 was $50.00. As a result CRCC found itself in a very precarious position. Our small reserve was used up and it was necessary to increase our fees to $75.00 and then again to $85.00. During the past year and a half CRCC has been involved in Certification Maintenance. Fortunately, a tremendous number of CRC's chose to maintain their certification and the Commission was able to come out of the financial woods and once again establish a small reserve of funds. This has enabled the Commission to serve the field more effectively and efficiently and develop a cost effective and efficient maintenance procedure.

However, beginning now the number of CRC's eligible for maintenance will drop from 1,912 in 1979 and 3,736 in 1980 to four or five hundred per year. The reason for the dramatic drop is that during the early years of our program CRCC grandfathered thousands of counselors. Once pass/fail examinations were introduced, our volume dropped considerably. In 1981 only 295 CRC's will be eligible for maintenance, in 1982 only 424, in 1983 only 649 and in 1984 only 743 will be eligible.

In addition to a drop in volume the cost of doing business is, as we all know rising dramatically.

In 1977 it cost $125.00 to give the examination. We were able to keep our fees down because we had a small reserve and large numbers of persons soon to be recertified. For the next five years, we are not in a similar position and must restructure our fee schedule.

Effective with those persons applying for the October, 1981 examination our fee will increase to $65.00 for application and $70.00 for the examination fee for a total fee of $135.00.

Effective with those counselors applying for maintenance after January 1, 1982 the maintenance fee will increase to $75.00.

The above fees are based on careful and prudent cost projections through F.Y. 1984 and meaningful estimates regarding the number of counselors applying for certification and maintenance.

In addition, the Commission has found that a significant number of counselors are requesting delays in taking the examination, for various reasons, after making their initial application. This causes extra processing and file maintenance expenses and costs those taking the examination on schedule. To keep the costs down to the majority of counselors, the Commission has approved the following fee structure:

1. If for some reason a counselor is only eligible for provisional certification an additional fee of $20.00 will be charged.

2. If a counselor cannot provide us with the necessary documentation for eligibility for certification by the specified deadline, but can provide it within 30 days of the deadline, a $15.00 late documentation fee will be charged, and the counselor will be allowed to sit for the examination date chosen.

3. If the counselor's eligibility documentation is received by the proper deadline and he/she is scheduled but must delay taking the examination until some future date a $10.00 file maintenance fee will be charged.

4. If a counselor's documentation is late and he/she also chooses to postpone taking the examination to some future date a $25.00 file maintenance fee will be charged.

The above fees will take effect immediately. Once again may we stress that the above fees are designed to keep the cost down to those counselors who apply and document their eligibility on time and to penalize only those who add to your cost by being late or choosing to delay the process in other ways.

We have also received many requests from counselors retiring from the field, but who wish to maintain their certification. The Commission voted to grant a retired CRC status upon request and with receipt of a one time processing fee of $25.00 From thence forth the individual will be entitled to use the designation CRC/R, and must assure the Commission that they will no longer actively practice in the profession.

The above charges will insure the CRCC will be around for many more years and will enable us to serve you in an effective, efficient and responsive manner. We regret having to increase our fees but find we must or choose not to have a certification process at all.

Respectfully Submitted,

Dan Smith

Dan Smith, CRC
Treasurer, CRC

CRCC Budget

1980-81

As Revised And Adopted 8/25/80

Income	1980-81
C/M	$ 70,000
C/E	85,000
Other	3,000
Interest	2,400
TOTAL INCOME	$160,400

Expenses	1980-81
Staff & Benefits	$ 37,000
Computer	6,000
Printing & Supplies	20,000
Postage	8,000
Telephone	6,000
Exam. Room Rental	2,200
Proctor/Monitor Exp.	2,200
Scan/Score/Analysis	1,500
Certificate Lettering	1,000
Capital Outlay	2,000
Occupancy	4,800
Equipment Rental	3,100
Dues	2,000
Insurance & Legal	6,000
Annual Mailing	12,000
Annual Meeting	10,000
Exam. Comm.	2,000
Conf. Calls	500
Miscellaneous	3,000
Travel - Other	5,000
Research Comm.	4,700
TOTAL EXPENSES	$139,000
NET GAIN (LOSS)	$ 21,400

Respectfully Submitted,

Dan Smith

Dan Smith, CRC
Treasurer, CRCC

by Steve Lawrence

Who gives them license? You do!

Besides their high prices, the rap against druggists, dentists, optometrists and other professionals has been that consumers who get ripped off by them can rarely do anything about it. Professionals, for the most part, refuse to testify against one another in court. And the state licensing and disciplinary boards have always been controlled by the professions themselves.

A new state law has moved toward changing that. Now consumers, even those without any particular expertise, can become members of the boards that license the following: chiropractors, dentists, engineers, masseurs, nurses, optometrists, pharmacists, physical therapists, podiatrists, psychologists, accountants and veterinarians. The State Board of Education is supposed to make the appointments by Jan. 1. And you can apply for a position. Simply write to the board in Albany for an "Application for appointment as a public representative on state boards for the professions." If selected, you'd have to spend about two days a month at board meetings. The pay is $50 for each day plus expenses.

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

RECEIVED NOV 0 3 1980

TO: ALL COMMISSIONERS

FROM: Eda Holt, Administrative Office

SUBJECT: MINUTES FROM THE ANNUAL MEETING IN LOUISVLLE, KENTUCKY

Enclosed, please find the minutes from the annual meeting in Louisville, Kentucky held on August 24, and 25th, 1980.

Also, please find the Commissioners updated address and phone number list and the Committee elected members.

Maunsell W. Wilkinson, M.S. Chairman
NRCA
Betty Hedgeman, Ph.D., Vice Chairman
NRCA
Daniel Smith, Secretary/Treasurer
ARF
Delbert Aman, J. D.
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CORE

Withdrawal/Redaction Sheet
(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
01. Minutes	CRCC Annual Meeting (9 pp.)	8/80	C	

Collection:

Record Group: Donated Historical Materials
Office:
Series:
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WHORM Cat.:
File Location: CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Date Closed: 9/13/2016	**OA/ID Number:** 52056-003
FOIA/SYS Case #: 2016-2624-S	**Appeal Case #:**
Re-review Case #:	**Appeal Disposition:**
P-2/P-5 Review Case #:	**Disposition Date:**
AR Case #:	**MR Case #:**
AR Disposition:	**MR Disposition:**
AR Disposition Date:	**MR Disposition Date:**

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
(b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
(b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

ATTACHMENT "A"

August 18, 1980

Ms. Joyce Pigg, President
National Rehabilitation Counseling Association
1522 K Street, N.W.
Washington, D.C. 20005

Dear Joyce:

I will not be a candidate for Chairman or Vice Chairman of the Commission on Rehabilitation Counselor Certification (CRCC). I feel that the CRCC has achieved appropriate stability at this point in time, and my family, facilities and private practice require more of my time. Yet, I will continue to serve the Commission as an appointed National Rehabilitation Counseling Association (NRCA) commissioner.

The CRCC has made significant progress in the past two years. In an attempt to increase service to the field and to solve our economic problems, the CRCC established its own independent office in Chicago on July 1, 1979. This decision has been a great success. Ms. Eda Holt, Administrative Officer, CRCC, has provided personal service to many counselors, and we currently receive more letters of appreciation than letters of criticism.

Economically, CRCC moved from a deficit two years ago to a net gain in 1980 of 36,868.00. Total expenses for the year ending June 30, 1980 were 119,913.00--total income was 156,782.00. As of June 30, 1980, the Commission had all bills paid with a $10,668.94 bank balance and a reserve savings account of $25,448.99. Another $10,000.00 was placed in the reserve in July, 1980, thus increasing the reserve to $35,448.99. The reserve is the set aside requirement to function during the years of 1982 and 1983 when significantly fewer counselors will come up for recertification and subsequently decrease commission income. Therefore, I must congratulate my fellow CRCC commissioners for their economic achievements during the past two years.

Maunsell W. Wilkinson, M.S. Chairman
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Betty Hedgeman, Ph.D., Vice Chairman
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CORE

Accomplishments have also occurred regarding the CRCC examination. The examination is currently being revised via the CRCC Item Development Task Force, and items will be ready for field testing within the near future. The Commission has also doubled the number of test sites which results in more convenience for those individuals taking the exam. A contract for scoring the exam has been developed with an independent scoring service, and exams are currently scored on a more timely basis. Also, requests to take the exam have continued to increase. The Commission expects to seat between 700 to 800 counselors for the October exam.

The Commission secured a Continuing Education Grant to establish the CRCC Continuing Education Project at the University of Nebraska under the direction of Drs. Dan McAlees and Roger Livingston. The project functions to study the continuing education needs of rehabilitation counselors.

The CRCC Certification Maintenance Program is currently in place and functioning well. More than 50 per cent of CRC's are maintaining their certification. Considering the large number of counselors who grandfathered into certification and the number of counselors who leave counseling, this is an acceptable recertification percentage.

The Certification Maintenance Program is a new system and thus has some problems. None of these problems are major problems. During the next year, CRCC will emphasize the perfection of the maintenance program. The Commission purchased a computer which will be used to refine the maintenance program.

More than 50 state agencies have agreed to work with the CRCC standards in providing in-service education to counselors. This cooperation demonstrates the willingness of the rehabilitation community to work together to the advantage of the consumer.

The Commission has also demonstrated an ability to work effectively with many different agencies. The State of New Hampshire recently developed licensing for rehabilitation counselors, and New Hampshire used the CRCC standards. Therefore, counselors certified by the CRCC are eligible to be licensed as rehabilitation counselors by the State of New Hampshire. Also, the membership organizations which comprise the CRCC have taken a more active role in supporting commission activities. Together we have been effective in advancing the ideals of the rehabilitation community--improved service to the consumer.

The Commission has completed an application for admission to the National Commission on Health Certifying Agencies (NCHCA). The NCHCA will evaluate the CRCC application within the next few months. The NCHCA certifies certifying bodies such as the CRCC. Acceptance by the NCHCA would add validity to the CRC credential.

The Commission also initiated an annual newsletter in an attempt to keep the field advised and to seek input. Annual workshops occurred and will continue in order that the Commission can dialogue with the field. Commission meetings are open to all who wish to attend and the Commission welcomes attendance and input.

In closing I would like to recognize my fellow commissioners for the hundreds of hours they have afforded the Commission over the past two years. Their talent and commitment have been inspiring. I would also like to thank you and the NRCA officials for your continued support. Also, I must thank the hundreds of consumers, counselors, educators and administrators who came forth to help the CRCC meet its objectives. It has indeed been an honor and a privilege to serve as Chairman of the Commission.

Sincerely,

Maunsell W. Wilkinson, Chairman
Commission on Rehabilitation Counselor Certification

MWW:cm

cc: CRCC Commissioners
Bob Hasbrook, Pres. Elect, NRCA
Dave Brubaker, NRCA

ATTACHMENT B

CRCC Financial Statement

June, 1980 (Year End)

EXPENSES	June	YTD	Budget 12 mos.
Staff & Benefits	$ 2,526.42	$ 24,322.03	$ 23,500.00
Computer Conversion (Labor)	750.00	1,130.43	6,000.00
Printing & Supplies	1,051.38	15,319.10	10,000.00
Postage	900.00	5,905.15	3,360.00
Telephone	544.05	5,438.52	3,900.00
Exam. Room Rent.	534.06	2,089.96	2,000.00
Proctor/Monitor Expense	968.30	1,961.97	4,000.00
Scan/Score/Analysis	-0-	4,179.72	3,000.00
Certificate Lettering	47.90	801.70	800.00
Capital Outlay	-0-	1,832.46	1,700.00
Purchase Computer & Repairs	-0-	11,135.55	4,700.00
Occupancy	1,570.00*	6,190.00	4,810.00
Equipment Rent.	506.44	2,979.37	3,000.00
Dues	-0-	2,000.00	2,000.00
Insurance & Legal	-0-	350.00	3,000.00
Annual Mailing	-0-	10,065.17	4,000.00
Annual Meeting	-0-	4,022.28	6,500.00
Exam. Comm.	33.17	9,066.06	6,000.00
Conf. Calls	-0-	823.70	1,200.00
Miscellaneous	70.00	6,337.75	2,500.00
Travel - Other	-0-	3,962.95	2,000.00
TOTAL EXPENSES	$ 9,501.72	$119,913.87	$ 97,970.00

INCOME	June	YTD	Budget
CM	$12,480.00	$ 81,707.00	$ 93,562.00
CF	6,940.00	71,044.50	55,833.00
Other	357.00	3,566.98	-0-
Interest Dreyfus	-0-	463.99	-0-
TOTAL INCOME	$19,777.00	$156,782.47	$149,395.00
NET GAIN (LOSS)	$10,275.28	$ 36,868.60	$ 51,425.00

*Occupancy for June includes $800 deposit on new location which fell through - check probably will be cancelled in July.

Balance in Dreyfus Fund - $25,448.99
Balance in checking with all bills paid - $10,668.94 (unreconciled)

Respectfully Submitted,

Dan Smith, CRC
Treasurer, CRCC

DS/jep

UNL

The University of Nebraska-Lincoln

Educational Psychology Clinic
130 Bancroft Hall
Lincoln, Nebraska 68588

- ATTACHMENT C -

August 21, 1980

To: CRCC Commissioners

From: Daniel McAlees, Ph.D., CRC
Chairman, Certification Maintenance Committee
Roger Livingston, Ph.D., CRC
Chairman, Research Committee

Since the onset of recertification in 1979, a total of 2,206 individuals have become recertified. (See the attached table for a complete breakdown of Certified Rehabilitation Counselors.)

Effective January 1, 1980, all continuing education to be utilized for certification maintenance required approval by the Commission on Rehabilitation Counselor Certification. Prior to January 1, 1980 an approval numbering system was established that allowed for alternative certification maintenance programs. At the onset, NRCA, ARCA, RCEP's, R & T's, NRCE, CSAVR, and CRCC were a part of the approval numbering system. Within the last 30 days Crawford Rehabilitation Services and International Rehabilitation Association have become a part of the groups allowed to approve certification maintenance, continuing education.

At this time, there are 44 state general agencies including the Trust Territories of the Pacific taking part in the certification maintenance program. The general agencies not participating include Arizona, Delaware, Iowa, Idaho, Missouri, Montanna, North Dakota, Nevada, and Vermont. There also nine blind agencies including Florida, Louisiana, Massachuesetts, North Carolina, Nebraska, Oregon, Tennesee, Texas, and Virginia participating in the certification maintenance program.

There are currently 131 individuals in the 32 states and the District of Columbia authorized to approve training for NRCA. At this point in time there are no representatives from Colorado, Delaware, Hawaii, Idaho, Indiana, Kansas, Maine, Minnesota, Montanna, Nevada, Puerto Rico, Rhode Island, South Dakota, Tennesee, Vermont, West Virginia, and Wyoming, this brings the total to 17 states not having NRCA representatives to approve alternative certification maintenance plans. Some states are known to have additional representatives but they are not known to CRCC, thus hours approved by them may prove to be invalid when the computer begins to cross-check authorized representatives against approval numbers for a given state. There are also a number of authorized NRCA representatives for certification maintenance that require clarification on their status as CRC's. A memo requesting clarification has been forwarded to Dr. Betty Hedgeman, NRCA, Commission Representative.

All of the Regional Rehabilitation Continuing Education Programs are authorized to approve continuing education for certification maintenance. There are also 16 Research and Training centers authorized to approve certification maintenance continuing education.

In the private sector Crawford Rehabilitation Services has been provided approval for 83 offices in 32 different states. Also, the International Rehabilitation Associates has been given approval for 49 offices in 27 states and in Canada.

The Commission itself, has approved 149 programs for a wide range of groups and organizations, as well as, providing approval for 125 requests by individual counselors. This number also includes 70 hours of continuing education credit for certification maintenance within 46 separate programs at the annual convention on the National Rehabilitation Association in 1980.

Within the last 30 days, 27 individuals that were originally certified in July of 1974 and that had requested a one year extension for their certification were notified that the extension period had expired and that they would be required to submit their materials within the next 30 days. Also, within the last 15 days letters have been forwarded to a number of the individuals that comprise the 637 individuals that were originally certified in July of 1974 that have not renewed their certification and for which the time frame has expired. (See the attached letter.)

During the early stages of the recertification process a form letter addressed to "Dear Counselor" was utilized to congratulate individuals becoming recertified. A determination was made that a more personalized letter should be utilized and of the more than 2,200 individuals recertified more than 70 percent have received such a letter. (See attached)

During this past year certification maintenance has encountered a number of problem areas that may require clarification and/or action by the Commission.

1. There have been a number of requests to carry hours forward. When this has occurred individuals have been notified that it is not possible to carry continuing education hours forward if they occurred during a given renewal period. Consideration could be given to informing CRC's that hours they desire to utilize in the next cycle that were not complete during the current cycle should not be reported.

2. There have been a number of situations where a member organization authorized to approve continuing education has issued a number for the continuing education despite the fact that the individuals offering the training were already in a position to provide such an approval number. An example of this would be an NRCA representative providing an authorization number for training provided by a Research & Training center. This procedure presents an unnecessary duplication of approval numbers.

3. There have been a wide range of clock hours submitted for both state and regional NRA conventions. Since the commission will ultimately have to be accountable for these submissions to the National Commission on Health Certifying Agencies, it may be in the best interest of the Commission to set an upward limit for contact hours approved for state, regional or national conventions.

4. Anually, the Institute on Rehabilitation Issues, as sponsored by three different R & T's is convened. At this point, no individual R & T's has applied for continuing education approval for certification maintenance. If, this very worthwhile program is to be afforded approval for certification maintenance continuing education a clarification on the number of hours and the authorization number to be utilized may need to be articulated.

5. Training certificates are being issued by various groups listing the number of hours completed and the dates of training, however, approval numbers are not appearing on such documents. A recommendation should, undoubtedly, be forwarded to individuals utilizing such certificates.

6. The Commission is still receiving a limited number of complaints on the extended demographic questionnaire. Emphasis should be made to all participating in certification maintenance that the extended demographic questionnarie, was only utilized with individuals certified in July and Ocotober 1974 and March of 1975. The demographic questionnaire was revised at that time and all individuals completing the certification maintenance process in the future will be completing a modified version of the original demographic questionnaire.

7. Attached please note a certification maintenance form for credit from an NRCA representative in the state of Ohio. Note this approval number authorizes the individual on the form approval, for 15 contact hours for supervision. During the Commisision meeting in 1979 and at the subsequent NRCA delegate assembly the approval of certification maintenance credit for supervision was deleted. Action should be taken to correct, and eliminate, authorizations for such training.

8. Attached is a copy of an authorization for 10 contact hours for continuing medical education. In view of the fact that the medical profession has a rather complex and extensive system for providing continuing medical education, as well as, the monitoring of this process the Commission may want to consider providing some mechanism so that training of this matter might automatically receive approval from CRCC. Consideration may also be given to the issue of continuing education for Registered Nurses that are also CRC's.

9. A number of NRCA certification authorization forms from the New York City area have typewritten across the bottom that "This form is to be utilized for the reporting of certification maintenance and its use for other purposes is strictly prohibited." Due to the corporate status of the CRCC and the intricate process of certification and certification maintenance the commission may desire to go on record with the following statement "Certification Maintenance is a process and procedure established by the CRCC to insure continued competency for individuals utilizing CRC as an official title. The process and all alternative procedures are authorized by the CRCC incorporated. All materials submitted to complete the certification and certification maintenance process become the property of CRCC and can be utilized by the CRCC for reporting purposes as long as confidentiality is maintained for individual certified rehabilitation counselors."

10. Some errors have been detected in approval numbers as submitted by individual certified rehabilitation counselors. At this stage the number of approval numbers can still be checked manually, however, once full computer verification is utilized, errors in the reproting of numbers it will automatically delete the training hours reported under an inaccurately reported approval number. Caution should be rendered to all individuals authorizing approval numbers as well as to individuals reproting such numbers.

UNL
The University of Nebraska-Lincoln

Educational Psychology Clinic
130 Bancroft Hall
Lincoln, Nebraska 68588

TO: CRCC Commissioners

FROM: Roger Livingston, Ph.D., CRC
Chairman, Research Committee

DATE: August 15, 1980

RE: CRC's

As of August 15, 1980, the following represents the total figures as contained in our files.

Date	G/F	Pass	Fail	Total	Recertified
July 1974	1247				610 (48.9%)
Oct. 1974	662				279 (42.1%)
Mar. 1975	1991				859 (43.1%)
July 1975	1723				427 (24.8%)
Oct. 1975	2238				31
April 1976	295	98	12	110	
Sept. 1976		197	26	223	
April 1977		210	60	270	
Oct. 1977	60	214	50	264	
April 1978		241	31	272	
Oct. 1978		408	13	421	
April 1979		258	45	303	
Oct. 1979		485	109	594	
April 1980		347	68	415*	
	8216	2455	414	2872	2206

*Reflects 2 individuals Recertifying by Exam

CRCC

Regional National Distribution

	Frequency	%
Region I	613	5.7
Region II	2194	20.5
Region III	1096	10.3
Region IV	1856	17.4
Region V	1611	15.1
Region VI	1004	9.4
Region VII	394	3.7
Region VIII	311	2.9
Region IX	1355	12.7
Region X	230	2.2
Region XI*	15	0.2
	10,679	

*Region XI includes Canada, Guam, Israel, China & Germany

CRCC's

July 1974

Regional Distributions

	Extensions 6/80					Recertified 6/84			Non-Recertified 7/74		
	f	Total %	f	% Total	% of Date	f	% Total	% of Date	f	% Total	% of Date
Region I	39	3.1	1	2.6	(3.7)	24	61.5	(4.1)	14	35.9	(2.2)
Region II	222	17.8	6	2.7	(22.2)	117	52.7	(20.1)	99	44.6	(15.5)
Region III	162	13.0	4	2.5	(14.8)	91	56.1	(15.6)	67	41.4	(10.5)
Region IV	322	25.8	6	1.7	(22.2)	124	38.5	(21.3)	192	59.6	(30.1)
Region V	163	13.0	4	2.5	(14.8)	79	48.5	(13.6)	80	49.1	(12.6)
Region VI	122	9.8	2	1.6	(7.4)	53	43.4	(9.1)	67	54.9	(10.5)
Region VII	75	6.0	1	1.3	(3.7)	25	33.3	(4.3)	49	65.3	(7.7)
Region VIII	39	3.1	2	5.1	(7.4)	17	43.6	(2.9)	20	51.3	(3.1)
Region IX	84	6.7	1	1.2	(3.7)	44	52.4	(7.5)	39	46.4	(6.1)
Region X	19	1.5	0	0.0	(0.0)	9	47,4	(1.5)	10	52.6	(1.6)
Region XI	0	0.0	0	0.0	(0.0)	0	0.0	(0.0)	0	0.0	(0.0)
Totals	1247	100	27	2.2	100	583	46.8	100	637	51.1	100

CRCC's

October 1974

Regional Distributions

			Extentions 9/80			Recertified 9/84			Non-Recertified 10/74		
	f	Total %	f	% Total	% of Date	f	% Total	% of Date	f	% Total	% of Date
Region I	27	4.1	0	0.0	(0.0)	13	48.1	(5.1)	14	51.9	(3.7)
Region II	166	25.1	8	4.8	(36.4)	67	40.4	(26.1)	91	54.8	(23.8)
Region III	66	10.0	2	3.0	(9.1)	30	45.5	(11.7)	34	51.5	(8.9)
Region IV	151	22.8	1	0.7	(4.5)	41	27.2	(16.0)	109	72.2	(28.5)
Region V	86	13.4	6	7.0	(27.3)	25	29.1	(9.7)	55	64.0	(14.4)
Region VI	51	7.7	2	3.9	(9.1)	31	60.8	(12.1)	18	35.3	(4.7)
Region VII	29	4.4	0	0.0	(0.0)	15	51.7	(5.8)	14	48.3	(3.7)
Region VIII	9	1.4	0	0.0	(0.0)	6	66.6	(2.3)	3	33.4	(0.8)
Region IX	73	11.0	3	4.1	(13.6)	29	39.7	(11.3)	41	56.2	(10.7)
Region X	2	0.3	0	0.0	(0.0)	0	0.0	(0.0)	2	100	(0.5)
Region XI	2	0.3	0	0.0	(0.0)	0	0.0	(0.0)	2	100	(0.5)
Totals	662		22	3.3		257	38.8		383	57.9	

CRCC's

March 1975

Regional Distribution

			Recertified 2/85			Non-Recertified 3/75		
	f	Total %	f	% Total	% of Date	f	% Total	% of Date
Region I	108	5.4	48	44.4	(5.6)	60	55.6	(5.3)
Region II	280	14.1	147	52.5	(17.1)	133	47.5	(11.7)
Region III	211	10.6	96	45.5	(11.2)	115	54.5	(10.2)
Region IV	495	24.9	198	40.0	(23.1)	297	60.0	(26.2)
Region V	189	9.5	89	47.1	(10.4)	100	52.9	(8.8)
Region VI	290	14.6	110	37.9	(12.8)	180	62.1	(15.9)
Region VII	114	5.7	50	43.9	(5.8)	64	56.1	(5.7)
Region VIII	58	2.9	22	37.9	(2.6)	36	62.1	(3.2)
Region IX	200	10.0	83	41.5	(9.7)	117	58.5	(10.3)
Region X	42	2.1	14	33.4	(1.6)	28	66.6	(2.5)
Region XI	4	0.2	2	50.0	(0.2)	2	50.0	(0.2)
Totals	1991		859	43.1		1132	56.9	

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

August 12, 1980

CRC NO 99999
John Q. Public
123 Merry Lane
Happy Town, USA

Dear Mr. Public:

During 1974 you were part of the group that became certified through the process sponsored by the Commission on Rehabilitation Counselor Certification and subsequently you were certified as a Rehabilitation Counselor on July 19, 1974.

The effective date for beginning Certification Maintenance was July 1, 1979. Each Certified Rehabilitation Counselor was to submit their application for Certification Maintenance on the first day of the month in which their fifth anniversary of the certification occurred. In your case the date was July 1, 1979 and you were to submit 45 contact hours accumulated between January 1, 1978 and July 1, 1979.

A Certified Rehabilitation Counselor has ninety days following the deadline for their Certification Maintenance to submit an application. Your ninety day period expired on November 1, 1979.

This letter is to serve to officially inform you that you have not maintained your certification and that you may no longer exercise the rights and privileges ascribed to a Certified Rehabilitation Counselor. In conjunction with this notification your name will be dropped from the official CRCC registry and thus when questions arise related to your certification and status to supervise a non-CRC that is applying for certification, the Commission will only be able to note that you are not a Certified Rehabilitation Counselor.

In the event that you still choose to remain a CRC you may sit

Maunsell W. Wilkinson, M.S. Chairman
NRCA
Betty Hedgeman, Ph.D., Vice Chairman
NRCA
Daniel Smith, Secretary/Treasurer
ARF
Delbert Aman, J. D.
ACCD
Ethel Briggs
NANWRW
Lawrence J. Deneen, Ph.D.
ARCA
James R. Engelkes, Ph.D.
ARCA
Marie Feingold
ARCA
Lex Frieden
ACCD
William H. Graves, Ed.D.
NCRE
James B. Griffith
ARCA
Daniel C. McAlees, Ph.D.
ARCA
H. Gene McDowell
NRCA
Ken Olson
NRCA
Terrence J. O'Rourke
ACCD
O. E. "Ed" Reece
CSAVR
Faye Sanders
NRCA
Jack R. Crisler, Ph.D.
CORE

for the next CRCC examination by contacting the administrative office within the next 30 days. The fees for this process would include the $50.00 Certification Maintenance fee and the $40.00 fee to take the examination. If you do not contact CRCC in the next 30 days and still desire to be a CRC you must complete the entire certification application process.

We sincerely regret that you have chosen to not continue as a Certified Rehabilitation Counselor and express our appreciation for support in the past. We also hope that even though you chose to not continue as a CRC that you will continue to represent the philosophy for which it stands: that quality services for disabled individuals require professional counselors who meet minimum standards of knowledge, experience and continuing education.

Sincerely,

Maunsell W. Wilkinson, CRC
Chairman, Commission on Rehabilitation Counselor Certification

OHIO REHABILITATION COUNSELING ASSOCIATION

CERTIFICATION MAINTENANCE CREDIT
Individual Member Request

Please include a self-addressed, stamped envelope and submit in triplicate to:

Susan Lenahan, CRC, 8800 Lawton Drive, Macedonia, Ohio 44056
Phyllis Elmo, CRC, Bureau of Vocational Rehabilitation
Village Station - 401 South Street, Chardon, Ohio 44024
Michael Igney, CRC, Bureau of Vocational Rehabilitation
7110 Pippin Road, Cincinnati, Ohio 45329

NAME Clifton W. Anderson, Jr. CRC # 5985

ADDRESS P. O. Box 5216, Poland, Ohio

ARE YOU A CURRENT MEMBER OF NRCA/ORCA? (Yes) No (Circle One)
(Non-member requests cannot be approved by NRCA/ORCA)

TITLE OF PROGRAM OR ACTIVITY Rehabilitation Supervisor

NAME OF PERSON CONDUCTING PROGRAM OR ACTIVITY Clifton W. Anderson, Jr.

PROFESSIONAL DISCIPLINE OF ABOVE PERSON Vocational Rehabilitation Counselor

SPONSOR OF PROGRAM OR ACTIVITY Ohio Rehabilitation Services Commission

DATE(S) OF ACTIVITY Since 1965

NUMBER OF CONTACT HOURS FOR ACTIVITY 40 Hrs./Week (15 contact hrs.)

COST TO CRC (PERSONALLY)

LOCATION OF PROGRAM Niles, Ohio

IS/WAS THE PROGRAM ACCESSIBLE? (Yes) No (Circle One)

OBJECTIVE FOR ATTENDANCE OR PARTICIPATION (How will the activity enhance skills, etc.?)
Am employed as a B.V.R. Rehabilitation Supervisor responsible for delivering vocational rehabilitation services to the eligible handicapped population of a two county area. Duties include supervision of first line supervisors, vocational rehabilitation counselors and support staff.

REQUEST IS: APPROVED NOT APPROVED (Circle One)

Phyllis M Elmo, CRC
SIGNATURE OF AUTHORIZED REPRESENTATIVE

180-3602-0003
AUTHORIZATION NUMBER

I CERTIFY THAT THE ABOVE PERSON SATISFACTORILY COMPLETED THE ABOVE ACTIVITY.

NAME

ADDRESS

SIGNATURE DATE

CRCC Meeting

UNIVERSITY OF WISCONSIN

CONTINUING MEDICAL EDUCATION

Thomas C. Meyer, M.D. 608-263-2852
Chairman
Barbara E. Wermuth 608-263-1671
Unit Secretary

610 Walnut Street
Madison, Wisconsin 53706
Telephone: 608-263-2850

May 20, 1980

Richard Heise, Jr.
Wis. Div. of Voc. Rehab.
P.O. Box 1349
Waukesha, WI 53187

Dear Mr. Heise:

University of Wisconsin-Extension, Continuing Medical Education Program Unit, certifies that you have earned the following continuing education credit by participation in "The 6th National Conference on Case Resolution of Complex Industrially Injured" held in Oshkosh, Wisconsin, on May 8-9, 1980.

UW-Extension Continuing Education Hours 10 hours

Sincerely,

Thomas C. Meyer

Thomas C. Meyer, M.D.
Chairman

TCM:lm

RECEIVED
MAY 22 1980
Waukesha Office
Vocational Rehabilitation

University of Wisconsin provides equal opportunities in employment and programming, including Title IX requirements.

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

TO: Betty Hedgeman, Ph.D., CRC

FROM: CRCC Certification Maintenance Committee

DATE: August 20, 1980

RE: Authorized NRCA Representatives

In reviewing the 127 representatives authorized to approve Certification Maintenance for NRCA a number of problems have been noted.

First, the following individuals do not appear in the CRCC files as being CRC's. In some instances this may be due to name changes but clarification will be required.

Barry Stevens	AL
Theresa Dunn	DC
Susan Montgomery	LA
Pat Clautier	LA
Pat Rogers	LA
Dana Leskie	NC
Terry Brigance	NM
Laura Ferrary	NM
Debra Bailey	OR
Jean Tollenaar	OR
Edward Marby	SC

Second the following names cannot be clearly identified in the CRCC master file.

Kenneth Vince	(If Francis K. Vince)
Paul Smarella	(If Anthony Smarella, Jr.)

Third, the following individuals are authorized NRCA representatives but their date for recertification has expired.

Carroll Crawford	SC
Verlyn Mites	UT

Maunsell W. Wilkinson, M.S. Chairman
NRCA
Betty Hedgeman, Ph.D., Vice Chairman
NRCA
Daniel Smith, Secretary/Treasurer
ARF
Delbert Aman, J. D.
ACCD
Ethel Briggs
NANWRW
Lawrence J. Deneen, Ph.D.
ARCA
James R. Engelkes, Ph.D.
ARCA
Marie Feingold
ARCA
Lex Frieden
ACCD
William H. Graves, Ed.D.
NCRE
James B. Griffith
ARCA
Daniel C. McAlees, Ph.D.
ARCA
H. Gene McDowell
NRCA
Ken Olson
NRCA
Terrence J. O'Rourke
ACCD
O. E. "Ed" Reece
CSAVR
Faye Sanders
NRCA
Jack R. Crisler, Ph.D.
CORE

Finally, the following individuals must renew their certification on or before October 1, 1980, if they are to remain authorized representatives for NRCA.

John Lowery	AL
Leslie Prentice	CT
John Hughes	IA
Greg Borque	MA
Dina Creighton	PA
Cecelia Everley	SC
George Martin	VA
Dennis Busse	WA

ATTACHMENT D

NCHCA REPORT

In April of 1980, the Certification Commission submitted the application and appropriate documentation to NCHCA for membership. Subsequent inquiry indicates that material was received and was to be reviewed August 4th and 5th by the Membership Committee, with a final report and notification made to the Certification Commission in September of 1980. At this time, there appears to be no additional information requested.

In December of 1979, I attended the NCHCA conference along with Roger Livingstone. The preliminary part of the conference was devoted to "Continuing Competence Assesment Re-licensure Re-certification." As a preliminary, several workshops were presented on the areas of: Reliability, Validity, Item Writing, Exam Organization, Structure, and Task Analysis. These were not as well attended as had been expected, and in 1980, it is anticipated that a different emphasis will be put on those workshops. National leaders in Competency Testing, Legislation, Labour Unions, and Law, spoke about the various kinds of Re-licensure, Re-certification measures.

ATTACHMENT E

CRCC Budget
1980-81
As Revised And Adopted 8/25/80

Income	1980-81
C/M	$ 70,000
C/E	85,000
Other	3,000
Interest	2,400
TOTAL INCOME	$160,400

Expenses	1980-81
Staff & Benefits	$ 37,000
Computer	6,000
Printing & Supplies	20,000
Postage	8,000
Telephone	6,000
Exam. Room Rental	2,200
Proctor/Monitor Exp.	2,200
Scan/Score/Analysis	1,500
Certificate Lettering	1,000
Capital Outlay	2,000
Occupancy	4,800
Equipment Rental	3,100
Dues	2,000
Insurance & Legal	6,000
Annual Mailing	12,000
Annual Meeting	10,000
Exam. Comm.	2,000
Conf. Calls	500
Miscellaneous	3,000
Travel - Other	5,000
Research Comm.	4,700
TOTAL EXPENSES	$139,000
NET GAIN (LOSS)	$ 21,400

Respectfully Submitted,

Dan Smith, CRC
Treasurer, CRCC

DS/jep

CRCC Budget Projections

1980 - 1984

INCOME	1980-81	1981-82	1982-83	1983-84
C/M	$ 70,000	$ 10,800	$ 12,050	$ 17,650
C/E	72,000	72,250	72,250	72,250
Other	3,000	3,500	3,600	3,700
Interest	2,400	4,000	2,000	-0-
TOTAL INCOME	$147,400	$ 90,550	$ 89,900	$ 93,600

EXPENSES	1980-81	1981-82	1982-83	1983-84
Staff & Benefits	$ 37,000	$ 35,000	$ 37,000	$ 40,000
Computer	3,000	1,500	1,500	1,500
Printing & Supplies	20,000	18,000	18,500	19,000
Postage	8,000	7,000	7,500	8,000
Telephone	6,000	6,000	6,500	7,000
Exam. Room Rental	2,200	2,500	2,800	3,200
Proctor/Monitor Exp.	2,200	2,800	3,100	3,500
Scan/Score/Analysis	1,500	1,500	1,500	1,500
Certificate Lettering	900	1,000	1,100	1,300
Capital Outlay	2,000	1,000	1,000	500
Occupancy	4,800	5,500	5,800	6,100
Equip. Rental	3,100	3,400	3,700	3,700
Dues	2,000	2,000	2,000	2,000
Insurance & Legal	5,000	5,000	5,500	6,000
Annual Mailing	12,000	13,200	14,500	15,000
Annual Meeting	6,500	7,200	7,900	8,500
Exam. Comm.	2,000	1,000	10,000	2,000
Telephone Calls	500	500	500	500
Miscellaneous	3,000	3,000	3,000	3,000
Travel - Other	4,500	5,000	5,500	6,000
Contingencies (5%)	-0-	6,105	6,945	6,915
TOTAL EXPENSES	$126,200	$128,205	$145,845	$145,215
NET GAIN (LOSS)	$ 21,200	$(37,655)	$(55,945)	$(51,615)
RESERVE (DEBT.)	$ 56,200	$ 18,545	$(37,400)	$(89,015)

Income with suggested fee changes

C/M	$ 70,000	($60)	$ 12,960	($70)	$ 16,870	($70) $ 24,710
C/E	72,000	($125)	106,250	($135)	114,750	($145) 123,250
Other	3,000		3,500		3,600	3,700
Interest	2,400		4,000		5,000	5,000
TOTAL	$147,400		$126,710		$140,220	$156,660
EXPENSES	$126,200		$128,205		$145,845	$145,215
GAIN (LOSS)	$ 21,200		$ (1,495)		$ (5,625)	$ 11,445
RESERVE	$ 56,200		$ 54,705		$ 49,080	$ 60,525

Above is based on an annual certification rate of 850 counselors and a recertification rate of 53%. The following is a suggested schedule of rate increases.

Rate	For Examination of
$125 ($60, $65)	October, 1981
$135 ($65, $70)	October, 1982
$145 ($70, $75)	October, 1983

ATTACHMENT E1

CRCC Financial Statement
8/31/80

Expenses	August	YTD	Budget 1/6th
Staff & Benefits	$ 2,075.71	$ 6,348.90	$ 6,166.00
Computer Expense	-0-	315.04	500.00
Printing & Supplies	1,105.42	1,826.39	3,334.00
Postage	500.00	1,075.43	1,334.00
Telephone	340.42	340.42	1,000.00
Exam. Room Rental	-0-	-0-	366.00
Proctor/Monitor Expense	25.00	117.88	366.00
Scan/Score/Analysis	-0-	-0-	250.00
Certificate Lettering	-0-	324.99	150.00
Capital Outlay	-0-	-0-	334.00
Occupancy	385.00	770.00	800.00
Equipment Rental	258.46	470.22	516.00
Dues	-0-	-0-	334.00
Insurance & Legal	-0-	-0-	834.00
Annual Mailing	-0-	-0-	2,000.00
Annual Meeting	4,302.42	4,302.42	6,500.00
Exam. Committee	-0-	-0-	334.00
Conference Calls	-0-	-0-	84.00
Miscellaneous	18.00	228.50	500.00
Travel - Other	-0-	-0-	750.00
Total Expenses	$ 9,010.43	$16,120.19	$26,452.00
Income			
CM	$ 5,590.00	$21,645.00	$11,666.00
CE	1,830.00	11,997.50	12,000.00
Other	247.00	819.00	500.00
Interest	238.90	487.76	400.00
Total Income	$ 7,905.90	$34,949.26	$24,566.00
Net Gain (Loss)	$(1,104.53)	$18,829.07	$(1,886.00)
Balance In Dreyfus Fund (7/31/80)		$35,936.75	
Balance In Checking (Unreconciled)		19,779.95	
Total Cash Assets		$55,716.70	

Respectfully Submitted,

Dan Smith

Dan Smith, CRC
Treasurer, CRCC

DS/jep

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Commission on Rehabilitation Counselor Certification
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Chicago, IL 60601

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COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
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C.R.C.C. COMMITTEE

EXECUTIVE OFFICE

Betty Hedgeman - Chairman
William Graves - Vice Chairman
Dan Smith - Secretary/Treasurer
Maunsell Wilkinson
Delbert Aman

FINANCIAL COMMITTEE

Dan Smith - Chairman
Gene McDowell
Larry Deneen

CERTIFICATION MAINTENANCE

Faye Sanders - Chairman
Dan McAlees
Maunsell Wilkinson
Dan Smith
Larry Deneen
O.E. Reece

CREDENTAILS AND STANDARDS

William Graves - Chairman
Marie Feingold
Gene McDowell
Ethel Briggs

EXAMINATION COMMITTEE

J.R. Engelkes, Chairman
Stanley Rubin
Ethel Briggs
Roger Livinston
Dan McAlees

ETHICAL PRACTICES AND APPEALS

Larry Deneen - Chairman
Delbert Aman
Jack Crisler
James Engelkes
Maunsell Wilkinson

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Lex Frieden - Chairman
O.E. Reece
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Ken Olson - Chairman
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Roger Livingston - Chairman
Stanley Rubin
Lex Frieden
Jack Crisler

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Roger Livingston
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Dan McAlees

NEW HAMSPHIRE LICESURE COMMITTEE

Dan McAlees
Maunsell Wilkinson
Betty Hedgeman
Daniel Smith

Withdrawal/Redaction Sheet
(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
02. Minutes	CRCC Annual Meeting (8 pp.)	9/79	C	

Collection:

Record Group: Donated Historical Materials
Office:
Series:
Subseries:
WHORM Cat.:
File Location: CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Date Closed:	9/13/2016	**OA/ID Number:**	52056-003
FOIA/SYS Case #:	2016-2624-S	**Appeal Case #:**	
Re-review Case #:		**Appeal Disposition:**	
P-2/P-5 Review Case #:		**Disposition Date:**	
AR Case #:		**MR Case #:**	
AR Disposition:		**MR Disposition:**	
AR Disposition Date:		**MR Disposition Date:**	

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
(b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
(b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

ATTACHMENT A

CRCC Financial Statement

August 31, 1979

EXPENSES	August	YTD	Budget 1/6th
Staff & Benefits	$ 544.50	$ 2,306.50	$ 3,916.00
Printing & Supplies	83.95	3,552.48	1,500.00
Postage	230.40	546.40	560.00
Telephone	-0-	786.56	650.00
Exam Room Rental	-0-	565.10	334.00
Proctor/Monitor	-0-	98.99	666.00
Scan, Score, Analysis	-0-	-0-	500.00
Certificate Lettering	-0-	222.30	134.00
Capital Outlay	-0-	154.24	284.00
Occupancy	770.00	1,540.00	542.00
Equipment Rental	54.20	332.96	350.00
Dues	-0-	-0-	166.00
Insurance & Legal	-0-	-0-	500.00
Annual Mailing	-0-	-0-	666.00
Annual Meeting	100.00	100.00	-0-
Conference Calls	-0-	483.50	200.00
Other - Travel	296.00	296.00	-0-
Other	100.00	1,119.79	200.00
TOTAL EXPENSES	$2,179.05	$12,104.82	$11,168.00
INCOME			
Examination	$ 760.00	$ 8,562.50	$11,166.00
Maintenance	1,560.00	11,690.00	18,712.00
Other	563.62	563.62	-0-
TOTAL INCOME	$2,883.62	$20,816.12	$29,878.00
NET GAIN (LOSS)	$ 704.57	$ 8,711.30	$18,710.00

Respectfully Submitted,

Dan Smith, CRC
Treasurer, CRCC

ATTACHMENT A$_1$

CRCC Statement

6/30/79

Expenses:	June	Year To Date	A/P
Committee Meeting	-0-	2,012.89	116.00
Commission Meeting	-0-	3,374.50	367.50
Phone	763.31	2,692.83	314.32
Printing & Supplies	67.40	3,824.40	2,348.45
Peers Services	17,671.83	63,722.51	-0-
Hand Lettering	-0-	625.00	199.80
Miscellaneous	-0-	339.00	-0-
CRCC Test Sites	1,689.96	4,248.00	664.09
Cert. Main. (Peers)	3,733.32	5,688.92	-0-
Cert. Main. (Other)	-0-	1,827.36	-0-
Cert. Handling & Mail.	-0-	250.00	634.58
Refunds	-0-	175.00	115.00
Grant Match Funds	250.00	1,960.00	-0-
Ins. & Legal	-0-	910.00	-0-
Total	$24,175.82	$91,650.41	$4,759.74
Income C/M	11,210.00	16,720.00	
C/E	10,830.00	76,177.69	
Total Income	22,040.00	92,897.69	

Submitted By:
Daniel Smith, CRCC
Treasurer

ATTACHMENT B

Budget 1979-80 CRCC

Staff and Benefits		$ 23,500
Computer Conversion (Labor)		$ 6,000
Printing and Supplies		$ 12,000
Postage		$ 3,360
Telephone		$ 3,900
Exam Room Rental		$ 2,000
Proctor/Monitor Expense		$ 4,000
Scan/Score Analysis		$ 3,000
Certificate Lettering		$ 800
Capital Outlay		$ 1,700
Lease/Purchase (Microprocesser/Computer)		$ 4,700
Occupancy		$ 4,810
Equipment Rental		$ 3,000
Dues		$ 2,000
Insurance and Legal Fees		$ 3,000
Annual CRCC Mailing		$ 4,000
Annual Meeting		$ 6,500
Examination Committee		$ 6,000
Conference Call Meeting		$ 1,200
Miscellaneous		$ 2,500
Travel - Other		$ 2,000
Reserve for Contingencies		$ 10,000
Investment (Long Term Reserve)		$ 69,305
	TOTAL EXPENSES	$179,275

Income

C/E 1,000 applications 800 sitting		$ 67,000
C/M Based on 50% recertifying rate		$112,275
	TOTAL INCOME	$179,275

Submitted By,
Dan Smith, CRC
Treasurer, CRCC

ATTACHMENT C

Professional Report

of the National Rehabilitation Counseling Association

Vol. XX, No. 7 | AUGUST 1979 - CERTIFICATION ISSUE | David Brubaker, Editor

ABOUT THIS SPECIAL ISSUE

Dear NRCA Member,

This special issue of the NRCA Professional Report has been sent to all NRCA members so that you can read and examine the final draft of the NRCA Alternative Certification Maintenance Plan. This plan is the result of efforts from leadership and members throughout the country. We believe that this plan will meet the needs and concerns of all members.

As you read through the plan, please keep in mind several key points. First, the plan puts control of administration and selection of approved programs in the hands of the local NRCA branches. This will allow local membership the opportunity to service their own needs based on geographic area and availability of programming. Secondly, the types of activities defined under the plan are very broad. This should allow members throughout the country easy access to accumulation of credit hours. The plan is also flexable and allows for modification of allowable activities within its broad structure. It is also important to note, that the plan recognizes and encourages recommendations for change from year to year. Finally, the NRCA Alternative Certification Maintenance Plan will be provided at no cost to NRCA membership. This is a substantial savings over the proposed cost of the CRCC plan.

We hope that with the information provided in this issue, you will come to the NRCA delegate assembly in Chicago and make this proposal a reality.

If you have any questions, please feel free to contact myself or your leadership.

Sincerely,

S/Steven M. Fishbein, M.S., CRC
Chairperson, NRCA Cert. Maint. Comm.

NRCA ALTERNATIVE CERTIFICATION MAINTENANCE PLAN (c) 1979, NRCA

I. Approval Mechanism for NRCA Alternative Certification Maintenance Plan (CM Plan).

A. Administered by National Subcouncil for Certification Maintenance - under NRCA Professional Development Council.

1. Composition of Subcouncil:

a. Chairperson will be appointed jointly by NRCA president and chairperson professional development council. Chairperson and a vice chairperson will be appointed initially for two years and may be reappointed annually thereafter. The chairperson is responsible for running the subcouncil and is accountable to Professional Development Council chairperson and NRCA board. The vice chairperson will assist the chairperson in running the plan.

b. Seven regional representatives - To be appointed by their regions via either appointment or election by regional Board. Appointment to be confirmed by subcouncil chairperson in concurrence with council chairperson and NRCA president. Responsible for assisting subcouncil chairperson. It is strongly suggested that Regional representatives to the CM subcouncil not hold other offices due to amount of work needed by CM subcouncil. Representatives are accountable to chairperson CM subcouncil.

c. The NRCA commissioner to CRCC shall be ex-officio members of the subcouncil and shall communicate between the subcouncil and CRCC. The commissioner may select one commissioner to be lead liaison with the subcouncil.

2. CM Subcouncil Responsibilities.

a. Administration of the NRCA CM Plan which includes:

1. Solicits names of individuals who will be administering NRCA CM Plan on branch and/or regional level. Maintains an annual file of the individual(s) who will be administering the CM Plan with their names, addresses and phone numbers. In those instances where those names are not received, that branch and/or region will be considered unorganized for CM purposes (see I,B,5). It will be considered unorganized until such time as a name has been received.

2. Gives Authorization number that branch/region will use to approve programs, for certification maintenance.

3. Answers questions on NRCA CM Plan from counselors, branches, and regions.

4. Receives ongoing suggestions from counselors, branches, and regions for changes and additions to the NRCA CM Plan.
a. Formulates suggestions into recommendations for changes to be reviewed by the NRCA Board for approval.
b. Carries out approved changes.

5. Approves branch plans.
a. If branch plan, or parts thereof are questionable within the guidelines of the National CM Plan, then the subcouncil will work with the branch to amend the branch plan in a mutually acceptable fashion taking into account the need for flexibility. If the subcouncil and branch cannot resolve the differences, the branch plan will be passed on to the NRCA board for action.

6. Acts as approval body for individual counselors from unorganized states and regions.

7. Acts as mediator on disputes and appeals from either branches or regions.

8. Maintains records such as official NRCA CM Plan, recommendations sent in by branches and/or regions, individual CRC requests, etc.

9. Monitors branch and/or regional CM operations for consistency.

10. Informs counselors of changes in the National CM Plan from year to year by whatever means necessary and approves any changes in branch plans annually.

11. Publishes list of authorized representatives.

B. Operation of approval on National level.

1. By January 1 of each year, National subcouncil solicits the name, phone number and address of person(s) from each branches' or region's Certification Maintenance subcouncil (or other structure branches or region's want to use). This person(s) (additional asst. may be identified) will act for the coming year as the local authorized representative(s) for the NRCA CM Plan.

2. NRCA Certification Maintenance Sub-council will assign an individual branch/requisition authorization number to be used for validating programs and requests at the local level. This is sent to the branch/regional representative identified. CRCC will be notified of the authorization numbers.

3. Branch and/or region approves their own sponsored or co-sponsored programs and their member's individual requests.

4. For areas where there is not an organized branch or region, members can send their individual requests to the NRCA subcouncil chairperson for approval.
   a. Member must send request in duplicate with a self addressed envelope.
   b. Chairperson or subcouncil member approves requests, stamps national authorization number and signs. Then mails authorized copy back to CRC in self addressed envelope.
   c. In cases of dispute or question, Chairperson, CM subcouncil sends copy of questionable item on to members of the subcouncil for opinion. Decision may then be rendered or item can be forwarded to NRCA board for decision.

5. NRCA members who do not have an organized branch operating in their geographic area are encouraged to form a certification maintenance committee in their area. Their committee will be authorized and operate as a branch would under this plan.
   a. Committee should specify in the application to the National subcouncil for authorization what geographic area they expect to cover and how many CRC's they expect will utilize their CM committee for approval of programs.

C. Operation of Approval-Branch and Regional level

1. Branch/regional CM chairperson and subcouncil authorized representative(s) approve all local or regional NRCA sponsored or cosponsored programs and individual member requests (All credit hours other than NRCA sponsored or cosponsored programs must be treated as an individual member request.
   a. Programs billed as offering CM credit that have been prior approved by NRCA or a CRCC member organization do not require individual approval.

   b. Those activities not billed as having prior approval for CM credit require individual requests for approval.

2. Individual members send in personal request (inservice, studies, etc.) in triplicate with self addressed stamped envelope to Branch/regional CM Representatives. Authorized representatives review request according to NRCA guidelines, stamp with authorization number, sign and send a copy back to counselor. Branch/regional authorized representatives keep copy for local file and send 3rd copy to National CM subcouncil chairperson on monthly/bi-monthly basis for review and file.

3. Individual requests for which there are questions can be forwarded to the National CM subcouncil chairperson for review.
   a. In the case of any question or if a member wants to appeal local decision, this should be sent to National chairperson.

4. Each year branches and regions will renew authorization.

II. NRCA Alternative Certification Maintenance Plan

The following activities are allowable under the NRCA CM Plan:

1. Professional Programs

Refers to programming activities sponsored or cosponsored by NRCA or other CRCC member organizations on a local, regional level. The programs should address issues which will lead to professional enhancement and increased knowledge for the rehab counselor. Programs must meet CRCC guidelines in terms of focus and/or directly provide information of professional value to the rehab counselor. The number of contact hours annually that may be accumulated in this area are unlimited.

a. Programs billed as offering CM credit have been prior approved by the NRCA or CRCC member organizations and do not require individual approval.

b. Those not billed as offering CM credit require individual request for approval.

2. Inservice Training

Refers to training programs provided by the agency employing the CRC for professional stimulation and learning. The inservice program may be provided by agency personnel or by qualified outside consultants and must be directed towards increased knowledge and information, new techniques and methods or enhancement of the service delivery system relating to the rehabilitation of handicapped persons. Inservice training may last throughout the year or as part of day long workshops. CRC's may attend an agency inservice program for contact hours even though they may not be employed by that agency, as long as the agency agrees. The number of contact hours annually that may be accumulated in this area are unlimited.

3. College or University Courses

This area has already been set up by CRCC in terms of focus and contact hours. The number of courses is left up to the individual counselor. CRC's may also utilize special courses designed for their agency sponsored by college or universities RCEP Program. Actual program contact hours may be used for CM.

4. Professional Supervision/Consultation.

Refers to supervisory activities relating to teaching a student, entry-level person or non-CRC professional about rehab counseling. Included would be CRC's supervising another non-CRC rehab counselor preparing for certification. Contact hours would be credited for actual time spent in supervision. A CRC may gain a maximum of 15 contact hours annually.

5. Community Involvement

This area refers to presenting to civic groups such as the Rotary, Lions or Kiwanis clubs, talking to parents groups or delivering talks to other professionals on rehabilitation topics, as well as involvement in community activities relevant to the needs of handicapped persons. Up to ten hours annually can be accumulated in this fashion.

6. Teaching or Conducting Workshops

This area focuses on the development of professional programming, i.e. putting on workshops or developing training or teaching programs, on a rehabilitation topic. Credit would be given on a 2 for one basis meaning that for every hour of actual Presentation, the CRC would be credited with 2 contact hours. This is to reflect the preparation time. A CRC may gain a maximum of 12 hours annually.

7. Research and Editorials Published

This relates to research studies and editorials published in professional journals or disseminated in some other fashion. A CRC may gain up to twelve contact hours annually in this fashion.

8. Continued Employment

A CRC may credit a maximum of 5 contact hours for successful completion of one years full-time employment. CRC's should have immediate supervisors attest to the above in a short note and/or may use their yearly evaluation as proof.

9. Independent Study

Refers to a planned program of study in the field of rehabilitation carried out independently by a CRC. The independent study must be carried out under the supervision of another CRC who has de-

monstrated expertise in the chosen topic and should be able to confirm the independent study. Up to five contact hours annually can be credited.

The focus of programs used for Certification Maintenance must be to increase the knowledge and skill in the practice of Rehabilitation Counseling in one or more of the following areas:

a. Rehabilitation Philosophy, History, Structure and Laws.
b. Medical Aspects of Disability.
c. Psychological Aspects of the Handicapped Condition.
d. Occupational Information and the World of Work.
e. Counseling Theory and Techniques.
f. Community Organization and Resources.
g. Placement Processes and Job Development.
h. Psychology of Personnel and Vocational Adjustment.
i. Evaluation and Assessment.
j. Ability to Utilize Research Findings and Professional Publications.
k. The Delivery of Rehabilitation Services.

In order to assist the authorized representative(s) in approving requests based on the guidelines of the NRCA CM Plan; to demonstrate increased knowledge and competency in the field of rehab counseling, CRC's are asked to submit the following information in their requests:

1. Their name, address and CRC number.
2. Title of activity or program.
3. Person's name who is running activity or program and professional discipline if possible.
4. Sponsor (NRCA, ARCA, Mental Health Association, UR, etc....)
5. Date(s) of activity.
6. Number of contact hours for activity.
7. Cost to CRC personally.
8. Location of program - is it accessible.
9. CRC's objective for attendance; how will the activity help enhance skills, new techniques, knowledge, method, service delivery system, etc.

Once the approval process has been completed and the CRC has received their authorized copy, they should plan to have someone at the activity or program sign off their copy as evidence of attendance. In the case of NRCA or CRCC organization sponsored programs, the branch, regional or national chairperson or authorized representative(s) may choose to hand out certifications of attendance at the end of their programs as evidence.

III. Fees:

It is understood that funds will be required to administer the NRCA CM Plan. What the cost will be is unknown at this time, and the first year will be used to investigate them. National is committed to providing its part of the plan at no cost to branches during the first year. However, if this become unfeasable, the issue will be brought back to the branches.

Branches and regions will need to budget funds for their portion of the plan and may want to consider methods of generating income to cover the cost (i.e. fund raising, fees for programs, etc.)

Although cost for the NRCA CM Plan is involved, it will be a significant savings over what is currently proposed under the CRCC guidelines, with sponsored programs costing $3.00 each and individual requests $15.00 each.

IV. Evaluation:

Branches and regions will be responsible for evaluating annually their portion of the plan in terms of its effectiveness in maintaining and enhancing skills and knowledge of the CRC's who have participated.

May 4, 1979

THE PROFESSIONAL REPORT

Published six times a year by the National Rehabilitation Counseling Association, a Professional Division of the National Rehabilitation Association, 1522 K Street, N.W., Washington, D.C. 20005. David R. Brubaker, Editor; Arnold Wolf, President. Telephone: (202) 296-6080. Printed by Commonwealth Graphics, Alexandria, Virginia.

NEW ADDRESS FOR CRCC

Maunsell Wilkinson, Chairman

Effective July 1, 1979 the Commission on Rehabilitation Counselor Certification terminated its Administrative Service Contract with PEERS, Inc. and moved to its NEW ADDRESS:

CRCC Attention: Eda Holt
6th Floor
162 N. State Street
Chicago, Illinois 60603
Phone: (312) 236-4499

The cost of maintaining an administrative service contractor became prohibitive. Approximately $66,000 was paid to our administrative contractor during the past year. Administrative contract service for 1979-80 was estimated to range from $85,818 to $102,068. Two independent cost estimates for setting up our own administrative office ranged from $62,533 to $74,373.

Individual commissioners will assume added responsibilities and Eda Holt will be the contact person at our new office. The CRCC phone number remains the same — (312) 236-4499.

KEY PEOPLE TO CONTACT

Listed below is a breakdown by region of the Commissioners who make up the Commission on Rehabilitation Counselor Certification, as well as the state liaison people. Any of these individuals should be able to supply you with information about rehabilitation counselor certification.

NORTHEAST REGION (I & II)

Commissioners:
NRCA-Dr. Betty S. Hedgeman, Ph.D., CRC, 410 E. 6th Street, New York, NY 10009;
ARF-Daniel Smith, CRC, Sec./Treas., Rt. 3, Box 143, West Delilah Rd. Pleasantville, NJ 08232.

One Year Term (1979):
MA-Dr. Jack Moline, CRC, Mary Switzer Building, Assumption College, Worcester, MA.
PR-Vacant. VT-Vacant.

Two Year Terms (1980):
RI-Vacant. ME-Vacant.
NJ-Stephen M. Fishbein, CRC, c/o AAMH, 20 Nassau Street, RM 250E, Princeton, NJ 08540.

Three Year Terms (1981):
Syma Weingarten, CRC, 137-118-A 68th Drive, Flushing, NY 11367;
Anita Tretell, CRC, 140 Gordon Blvd., Floral Park, NY 11001;
Charles Correy, CRC, 1256 Parkwood Blvd., Schenectady, NY 12308.
CT-Vacant. NH-Vacant. VI-Vacant.

GREAT LAKES REGION (V)

Commissioners:
ARCA-James Engelkes, Ph.D., CRC, 1207 Farwood, East Lansing, MI 48823;
Daniel McAlees, Ph.D., CRC, (Executive Committee), R&T Center, Holvid Hall, No. 411, Menomonie, WI 54751.

One Year Term (1979):
MI—Myrna Moore, CRC, 505 S. Lafayette, Royal Oak, MI 48067
WI-Elizabeth L. Herman, CRC, 5106 N. Armore Ave., Whitefish Bay, WI 53217.

Two Year Terms (1980):
IN-Vacant.
OH-James Lenahan, CRC, The Shaker Building, Suite 228, 3645 Warrensville Center Road, Shaker Heights, OH 44122.

Three Year Terms (1981):
MN-Robert F. Hasbrook, CRC, DVR, 1821 University Avenue, Griggs-Midway Building, St. Paul, MN 55104.
IL-Clarence Lewis, CRC, Chicago/Read MHC, 6500 W. Irving Park Rd., Chicago, IL.

SOUTHWEST REGION (VI)

Commissioners:

ACCD-Lex Frieden, New Options Research Director, TIR&R, TX Medical Center, 1333 Moursund Avenue, Houston, TX 77030;
NRCA-Maunsell Wilkinson, CRC, Chairman, 121 Timber Creek Lane, Silsbee, TX 77656.

One Year Term (1979):

NM-Kay Boxletter, CRC, 11608 Cooper NE, Albuquerque, MN 87123.

Two Year Terms (1980):

LA-Robert Hand, CRC, Greenwell Springs Hospital, VR Unit, Greenwell Springs, LA 70739.
TX-Lucian Oden, CRC, 5118 Lancelot, San Antonio, TX 78218.

Three Year Terms (1981):

AR-Duane Balentine, CRC, Arkansas Enterprises for the Blind, 2811 Fair Park Blvd., Little Rock, AR 72204.
OK-Hollis Scott, CRC, Community Mental Health Center, Central State Griffin Memorial Hospital, P.O. Box 151, Norman, OK 73070.

GREAT PLAINS REGION (VII & VIII)

Commissioners:

ACCD-Delbert Aman, J.D., CRC, Executive Committee, 115 5th Ave., SE, Aberdeen, SD 52401.

One Year Term (1979):

IA-Vacant.
NB-Roger Livingston, Ph.D., CRC, Ed.Psych. Clinic, 130 Bancroft Hall, University of Nebraska-Lincoln, Lincoln, NB 68588.
ND-Vacant.
WY-Vacant.

MID-ATLANTIC REGION (III)

Commissioners:

NANWR-Ethel Briggs, CRC, BRS, 122 C Street, N.W., Washington, D.C. 20020;
NRCA-Dorothy Clifford, CRC, 116 W. University Parkway, Apt. 512, Baltimore, MD 21210;
ARCA-Marie Feingold, CRC 9707 Singleton Drive, Bethesda, MD 20034;
* NRCA-Michael Oliverio, CRC, Vice Chairman, 13 S. High Street, Morgantown, WV 26505;
ACCD-Terrence J. O'Rouke, National Association of the Deaf, 8805 Arless Street, Silver Spring, MD 20901;
Ex-officio NRCA-David R. Brubaker, Ph.D., CRC.

One Year Term (1979)

MD-Estelle Davis, CRC, P.O. Box 152, Columbia, MD 21045.
WV-Edward Ruben, CRC, Suite 301 Morris Square, 1212 Lewis Street, Charlestown, WV 25301.

Two Year Terms (1980):

DE-Arnold Stanton, CRC, Institute for Development of Human Resources, 35 Salem Church Road, Newark, DE 19713;
VA-Charles Downs, 2437 Mt. Vernon Road, Waynesboro, VA 22980.

Three Year Terms (1981):

DC-Betty Libo, CRC, Bureau of Rehabilitation, 122 C St., N.W., Washington, D.C. 20001;
PA-Ross Donahue, CRC, BVR, 203 N. Brody Street, Dubois, PA 15801;
Dina Creighton, CRC, 516 East End Ave., Pittsburgh, PA 15221.

SOUTHEAST REGION (IV)

Commissioners:

CORE-Jack R. Crisler, Ph.D., CRC, Rehab. Counselor Training Program, 413 Aderhold Hall, University of GA, Athens, GA 30602;
* NRCA-Anne Crumpton, CRC, Services for the Blind, 618 W. Church Ave., Knoxville, TN 37902;
NCRE-William H. Graves, Ed.D., CRC, P.O. Drawer GE, Mississippi State, MS 39762;
CSAVR-O.E. Reece, Assistant Commissioner, DVR, 1808 West End Bldg., RM 1400, Nashville, TN 37203.

One Year Term (1979):

FL-George R. Filar, CRC, DVR, 1309 Winnewood Blvd., Tallahassee, FL.
MS-Tommy Buckley, CRC, P.O. Drawer D, Laurel, MD 39440;
TN-Rick Molder, TVT Center, Box 971, Columbia, TN 38401.

Two Year Terms (1980):

AL-Louis Whithead, 922 5th Avenue, East Tuscaloosa, AL 35401.
KY-Sena Sword, CRC, Box 606, E. Kentucky University, Richmond, KY 40475.
SC-Vacant.

Three Year Terms (1981):

GA-Vacant.
NC-Judy Lockhart, CRC, 407 Parkway Circle, Greensboro, NC 27401.

Two Year Terms (1980):

MO-Arpod de Kallos, CRC, 9378 Alene Blvd., RM 103, Olineete, MO 63132.
MT-Vacant.
UT-Cathy Chambless, DVR, 638 E. Wilmington Avenue, Salt Lake City, UT 84106.

Three Year Terms (1981):

CO-Ken Olson, CRC, Box 215, Manitou Springs, CO 80829.
KS-Bill Moore, CRC, 155 S. Hydraulic, Wichita, KS 67211.
SD-Larry Cass, CRC, DVR, 2nd Floor, State Office Building, IL State, Pierre, SD 57501.

PACIFIC REGION (IX & X)

Commissioners:

ARCA-Lawrence Deneen, Ph.D., CRC, 1274 26th Avenue, San Francisco, CA 94122;
James Griffith, CRC, 815 N. 18th Street, Phoenix, AZ 85007.

One Year Term (1979):

HI-Arlene Wauke, CRC, 1809 Bachelot Street, Honolulu, HI 96817.
ID-Vacant.
WA-Vacant.

Two Year Terms (1980):

AK-Vacant.
CA-Vacant.
Guam-Vacant.
Pacific Islands-Vacant.

Three Year Terms (1981):

AZ-Vacant.
OR-Gordon Bird, CRC, 8940 S.W. Oleson Road, Portland, OR 97223.
NV-Vacant.

* *Term expired July 1, 1979.*

National Rehabilitation Counseling Association
A Professional Division of the
National Rehabilitation Association
1522 K Street, N. W.
Washington, D.C, 20005

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DEPARTMENT OF
VOCATIONAL REHABILITATION

Aberdeen Area Office
115 5th Avenue, SE
Aberdeen, South Dakota 57401
605 622-2395

DIVISION OF SERVICE
TO THE VISUALLY IMPAIRED

May 20, 1980

RECEIVED MAY 27 1980

Mr. William H. Graves, Director
Rehabilitation Counselor Education Program
College of Education
P.O. Drawer GE
Mississippi State, MS 39762

RE: Comsumer Evaluation of CRC Applicants

Dear Bill,

Your recent correspondence regarding the above matter has once again forced me to do some real soul searching. While I strongly favor consumer involvement in the certification process, quite frankly, I am unable to suggest a meaningful methodology.

The whole business of using references--be they supervisors, peers, or consumers--appears ineffectual at best and is mere sham at worst. Any candidate, who has the training and experience to be allowed to sit for the certification test, will have the good sense to select those individuals who will give him/her an acceptable reference. The counselor reference forms probably served a worthwhile purpose during the years of grandfathering. I seriously doubt their value today. Unless someone can suggest a meaningful method for direct consumer input with respect to each candidate's application, I would favor complete abandonment of references.

My experience as a commissioner has provided opportunity for meaningful consumer input in the continued development and sharpening of standards. I feel consumers do have a voice on the commission and that as a CCD exercises prudence when nominating persons to sit on the commission the desires and special concerns of consumers will be attended to.

Sincerely,

Delbert K. Aman, C.R.
Commissioner

DKA/rks

cc: Lex Frieden
Terry O'Rourke

MISSISSIPPI STATE UNIVERSITY

REHABILITATION COUNSELOR EDUCATION
COLLEGE OF EDUCATION, DRAWER GE
MISSISSIPPI STATE, MISSISSIPPI 39762
PHONE (601) 325-5656
Accredited by the Council on
Rehabilitation Education

RECEIVED MAY 12 1980

To: CRCC Commissioners appointed by ACCD

From: William H. Graves, Chairperson, Standards And Credentials Committee

Date: 5 May 1980

Re: Consumer Evaluation of CRC Applicants

The Standards and Credentials Committee (S & CC) desperately needs your help. CRCC is not now obtaining any evaluation of CRC applicants by the applicants' clientele. This requirement was deleted several years ago because virtually all CRC applicants returned forms from consumers which were rated very satisfactory or satisfactory. The S & CC questioned the validity of this form since no consumer ever rated an applicant in anyway less than satisfactory.

It is my impression that the ACCD representatives want continued consumer input in the application process (if this is not the case, let me know). The S & CC, however, is unable to come up with an acceptable method to obtain consumer input. The form currently being used as a reference is enclosed. It does not appear to be acceptable for use by consumers, e.g. the phrases (see number 1) may have little meaning for consumers.

This issue has become more critical in recent application cycles because of the number of self-employed persons applying for CRC's. We have no effective way since these folks have no supervisor to determine if they are lousy, good, or excellent. I believe consumer input is most critical here!

My request is that, if you want CRCC to involve consumers in the application process, (a) you suggest a methodology and (b) if a questionnaire is the methodology, develop one you believe would address the issues of concern to consumers. I will want to work with you and help you, but I really believe that you ideas will be better here than mine.

Please write or call and let me know what you think- (P. O. Drawer GE, Miss. State, MS. 39762 or 601-325-5656).

Sincerely,

Bill Graves

William H. Graves, Director
Rehabilitation Counselor Education Program

/s

cc: Eda Holt
Maunsell Wilkinson

[redacted]

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

Suite 1504, 520 North Michigan Avenue

Chicago, Illinois 60611

[redacted] Rehabilitation Counselor Reference Form

Thank you for your time and assistance. The Commission will keep your response to this reference form confidential.

1. Name of Rehabilitation Counselor Applicant: [redacted]
2. Date: 4/15/80 3. Name of Rater: [redacted]
4. Relationship to applicant: Supervisor: _____ Peer: _____ Other: EXECUTIVE DIRECTOR
5. How long have you known applicant: 4 MONTHS

Please complete the following questions while asking yourself: "How satisfied am I with this aspect of the rehabilitation counselor's service?"

Very Sat.	means I am very satisfied.
Sat.	means I am satisfied.
N.	means I can't decide whether I am satisfied or not.
Dissat.	means I am dissatisfied.
Very Dissat.	means I am very dissatisfied.
N.A.	means not applicable.

Please place a check mark in the box that best explains how you feel about each statement.

	Very Sat.	Sat.	N.	Dissat.	Very Dissat.	N.A.
1. Understanding of basic rehabilitation concepts	☐	☒	☐	☐	☐	☐
2. Accurate assessment of the nature of a client's disability and understanding of its vocational significance	☒	☐	☐	☐	☐	☐
3. Basic knowledge of counseling principles and methods	☐	☒	☐	☐	☐	☐
4. Involvement of the client in the decision-making process	☐	☒	☐	☐	☐	☐
5. Help to clients in selecting suitable jobs	☐	☒	☐	☐	☐	☐
6. Follow-up services after the client has obtained a job	☐	☐	☐	☐	☐	☒
7. Lack of stereotypes in determining occupational objectives	☐	☐	☒	☐	☐	☐
8. Follow-up on promises to clients	☒	☐	☐	☐	☐	☐
9. Focus on client's needs rather than his own	☒	☐	☐	☐	☐	☐
10. Ability to view the client's situation as the client does	☒	☐	☐	☐	☐	☐
11. Lack of bias toward individuals of varied religious, ethnic, color and disability types	☒	☐	☐	☐	☐	☐
12. Relaxed and unhurried approach with clients	☒	☐	☐	☐	☐	☐
13. Willingness to listen to clients	☐	☒	☐	☐	☐	☐
14. Ability to help clients	☐	☒	☐	☐	☐	☐
15. Personal treatment clients receive from counselor	☒	☐	☐	☐	☐	☐
16. Ability to see clients as individuals	☒	☐	☐	☐	☐	☐
17. Concern for the rights of clients	☒	☐	☐	☐	☐	☐
18. Ability to get along with fellow workers	☒	☐	☐	☐	☐	☐
19. Quality of working relationship with clients	☒	☐	☐	☐	☐	☐
20. Ability to plan and organize his work	☒	☐	☐	☐	☐	☐
21. Dependability and diligence in job performance	☒	☐	☐	☐	☐	☐
22. Ability to express himself	☐	☒	☐	☐	☐	☐
23. Knowledge and application of accepted standards of ethical conduct	☒	☐	☐	☐	☐	☐

[redacted]

Please add any comments that are not covered on this form WE ARE VERY PLEASED WITH THE PERFORMANCE OF [redacted] SANDBERG.

Rater's Signature: [redacted]

Please fold, staple and *mail directly* to the Commission

CHICAGO APR 19 '80 ILL.

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PLACE STAMP HERE

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

Suite 1501 NEW ADDRESS

~~8 S. MICHIGAN AVE.~~ 162 NORTH STATE ST.

~~SUITE 3301~~ #602

CHICAGO, IL. ~~60603~~

CRCC RESOLUTION (DRAFT)

Whereas, the profession of Rehabilitation Counseling is aware of the need to assure that individuals with disabilities receive the best possible service from rehabilitation counselors who have achieved the credentials identifying them as such, and

Whereas, the Commission of Rehabilitation Counselor Certification has been established to present to rehabilitation counselors the certificate: "Certified Rehabilitation Counselor," after completion of the certification process, and

Whereas, to assure that those individuals in practice in the field have been grandfathered into certification since the inception of the program in 1974, and

Whereas, the current state of rehabilitation requires those receiving training in Master's degree programs which are CORE accredited, to acquire the necessary education to provide the best quality service, and

Whereas, it has become evident in 1980, that from reference to the current CRC requirement, that Civil Serice requirements, state legislative requirements, and other regulations rule in favor of those persons who do not have Master's degrees, thus inadvertently lending itself to the belief that persons without Master's degrees can perform the same function, and

Whereas, there are sufficient programs of graduate study to provide Master's degrees in Rehabilitation Counseling, and sufficient opportunities for those in the field without Master's degrees to have become grandfathered or certified in this period of time,

Therefore, be it resolved that beginning January 1, 1983, those persons with Baccalaureate degrees, or Master's in unrelated areas will not be eligible to apply for certification,

Be it further resolved, that CRCC notify each of its member organizations of its intention, and request whatever input or reaction those member organizations might desire to provide.

Assump. of competency
involving minorities
maintains educ.
professionals in
just to meet
pressure from
Natl Council
Rehab. Couns. is practice
based not academic

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street, Suite 602
Chicago, Illinois 60601
(312) 236-4499

DELBERT AMAN, J.D. CRC
115 5th Avenue S.E.
Aberdeen, SD 57401

OFF: (605) 622-2395
RES: (605) 225-6100 X200
CRC #7445
ACCD 6/30/80

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Bureau of Rehab. Services
122 C Street N.W. Room 307
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OFF: (202) 727-0979
RES: (202) 350-8233
CRC #974
NANWRW 6/30/81

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Executive Director
National Rehab. Counseling Assoc.
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EX OFFICIO MEMBER

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MARIE FEINGOLD, CRC
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NRCA 6/30/82

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(301) 585-4440
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ARCA 7/30/83

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SAHS, Rehab. Science Dept.
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RES: (214) 620-0793
CRC #747
NRCA

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Saginaw Valley Rehab. Center
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OFF: (517) 752-6176
RES: (517) 790-0673
CRC #5261
ARF 6/30/81

MAUNSELL W. WILKINSON, M.S. CRC
Rehab. Services, Assoc, Inc.
800 Goliad Street
P.O. Box 3508
Beaumont, TX 77704

OFF: (713) 833-5263
RES: (713) 755-6977
CRC #254
NRCA 6/30/80

EDA HOLT & LAURIE PIEHL (GORZYCKI)*
Commission on Rehabilitation Counselor
Certification
162 N. State Street, Suite 602
Chicago, IL 60610

OFF: (312) 236-4499

as of 10/80.

Professional Report

of the National Rehabilitation Counseling Association

Vol. XX, No. 7 AUGUST 1979 - CERTIFICATION ISSUE David Brubaker, Editor

ABOUT THIS SPECIAL ISSUE

Dear NRCA Member,

This special issue of the NRCA Professional Report has been sent to all NRCA members so that you can read and examine the final draft of the NRCA Alternative Certification Maintenance Plan. This plan is the result of efforts from leadership and members throughout the country. We believe that this plan will meet the needs and concerns of all members.

As you read through the plan, please keep in mind several key points. First, the plan puts control of administration and selection of approved programs in the hands of the local NRCA branches. This will allow local membership the opportunity to service their own needs based on geographic area and availability of programming. Secondly, the types of activities defined under the plan are very broad. This should allow members throughout the country easy access to accumulation of credit hours. The plan is also flexable and allows for modification of allowable activities within its broad structure. It is also important to note, that the plan recognizes and encourages recommendations for change from year to year. Finally, the NRCA Alternative Certification Maintenance Plan will be provided at no cost to NRCA membership. This is a substantial savings over the proposed cost of the CRCC plan.

We hope that with the information provided in this issue, you will come to the NRCA delegate assembly in Chicago and make this proposal a reality.

If you have any questions, please feel free to contact myself or your leadership.

Sincerely,

S/Steven M. Fishbein, M.S., CRC
Chairperson, NRCA Cert. Maint. Comm.

NRCA ALTERNATIVE CERTIFICATION MAINTENANCE PLAN (c) 1979, NRCA

I. Approval Mechanism for NRCA Alternative Certification Maintenance Plan (CM Plan).

A. Administered by National Subcouncil for Certification Maintenance - under NRCA Professional Development Council.

1. Composition of Subcouncil:

a. Chairperson will be appointed jointly by NRCA president and chairperson professional development council. Chairperson and a vice chairperson will be appointed initially for two years and may be reappointed annually thereafter. The chairperson is responsible for running the subcouncil and is accountable to Professional Development Council chairperson and NRCA board. The vice chairperson will assist the chairperson in running the plan.

b. Seven regional representatives - To be appointed by their regions via either appointment or election by regional Board. Appointment to be confirmed by subcouncil chairperson in concurrence with council chairperson and NRCA president. Responsible for assisting subcouncil chairperson. It is strongly suggested that Regional representatives to the CM subcouncil not hold other offices due to amount of work needed by CM subcouncil. Representatives are accountable to chairperson CM subcouncil.

c. The NRCA commissioner to CRCC shall be ex-officio members of the subcouncil and shall communicate between the subcouncil and CRCC. The commissioner may select one commissioner to be lead liaison with the subcouncil.

2. CM Subcouncil Responsibilities.

a. Administration of the NRCA CM Plan which includes:

1. Solicits names of individuals who will be administering NRCA CM Plan on branch and/or regional level. Maintains an annual file of the individual(s) who will be administering the CM Plan with their names, addresses and phone numbers. In those instances where those names are not received, that branch and/or region will be considered unorganized for CM purposes (see I,B,5). It will be considered unorganized until such time as a name has been received.

2. Gives Authorization number that branch/region will use to approve programs, for certification maintenance.

3. Answers questions on NRCA CM Plan from counselors, branches, and regions.

4. Receives ongoing suggestions from counselors, branches, and regions for changes and additions to the NRCA CM Plan.
a. Formulates suggestions into recommendations for changes to be reviewed by the NRCA Board for approval.
b. Carries out approved changes.

5. Approves branch plans.
a. If branch plan, or parts thereof are questionable within the guidelines of the National CM Plan, then the subcouncil will work with the branch to amend the branch plan in a mutually acceptable fashion taking into account the need for flexibility. If the subcouncil and branch cannot resolve the differences, the branch plan will be passed on to the NRCA board for action.

6. Acts as approval body for individual counselors from unorganized states and regions.

7. Acts as mediator on disputes and appeals from either branches or regions.

8. Maintains records such as official NRCA CM Plan, recommendations sent in by branches and/or regions, individual CRC requests, etc.

9. Monitors branch and/or regional CM operations for consistency.

10. Informs counselors of changes in the National CM Plan from year to year by whatever means necessary and approves any changes in branch plans annually.

11. Publishes list of authorized representatives.

B. Operation of approval on National level.

1. By January 1 of each year, National subcouncil solicits the name, phone number and address of person(s) from each branches' or region's Certification Maintenance subcouncil (or other structure branches or region's want to use). This person(s) (additional asst. may be identified) will act for the coming year as the local authorized representative(s) for the NRCA CM Plan.

2. NRCA Certification Maintenance Sub-council will assign an individual branch/requisition authorization number to be used for validating programs and requests at the local level. This is sent to the branch/regional representative identified. CRCC will be notified of the authorization numbers.

3. Branch and/or region approves their own sponsored or co-sponsored programs and their member's individual requests.

4. For areas where there is not an organized branch or region, members can send their individual requests to the NRCA subcouncil chairperson for approval.
   a. Member must send request in duplicate with a self addressed envelope.
   b. Chairperson or subcouncil member approves requests, stamps national authorization number and signs. Then mails authorized copy back to CRC in self addressed envelope.
   c. In cases of dispute or question, Chairperson, CM subcouncil sends copy of questionable item on to members of the subcouncil for opinion. Decision may then be rendered or item can be forwarded to NRCA board for decision.

5. NRCA members who do not have an organized branch operating in their geographic area are encouraged to form a certification maintenance committee in their area. Their committee will be authorized and operate as a branch would under this plan.
   a. Committee should specify in the application to the National subcouncil for authorization what geographic area they expect to cover and how many CRC's they expect will utilize their CM committee for approval of programs.

C. Operation of Approval-Branch and Regional level

1. Branch/regional CM chairperson and subcouncil authorized representative(s) approve all local or regional NRCA sponsored or cosponsored programs and individual member requests (All credit hours other than NRCA sponsored or cosponsored programs must be treated as an individual member request.
   a. Programs billed as offering CM credit that have been prior approved by NRCA or a CRCC member organization do not require individual approval.

   b. Those activities not billed as having prior approval for CM credit require individual requests for approval.

2. Individual members send in personal request (inservice, studies, etc.) in triplicate with self addressed stamped envelope to Branch/regional CM Representatives. Authorized representatives review request according to NRCA guidelines, stamp with authorization number, sign and send a copy back to counselor. Branch/regional authorized representatives keep copy for local file and send 3rd copy to National CM subcouncil chairperson on monthly/bi-monthly basis for review and file.

3. Individual requests for which there are questions can be forwarded to the National CM subcouncil chairperson for review.
   a. In the case of any question or if a member wants to appeal local decision, this should be sent to National chairperson.

4. Each year branches and regions will renew authorization.

II. NRCA Alternative Certification Maintenance Plan

The following activities are allowable under the NRCA CM Plan:

1. Professional Programs

Refers to programming activities sponsored or cosponsored by NRCA or other CRCC member organizations on a local, regional level. The programs should address issues which will lead to professional enhancement and increased knowledge for the rehab counselor. Programs must meet CRCC guidelines in terms of focus and/or directly provide information of professional value to the rehab counselor. The number of contact hours annually that may be accumulated in this area are unlimited.

a. Programs billed as offering CM credit have been prior approved by the NRCA or CRCC member organizations and do not require individual approval.

b. Those not billed as offering CM credit require individual request for approval.

2. Inservice Training

Refers to training programs provided by the agency employing the CRC for professional stimulation and learning. The inservice program may be provided by agency personnel or by qualified outside consultants and must be directed towards increased knowledge and information, new techniques and methods or enhancement of the service delivery system relating to the rehabilitation of handicapped persons. Inservice training may last throughout the year or as part of day long workshops. CRC's may attend an agency inservice program for contact hours even though they may not be employed by that agency, as long as the agency agrees. The number of contact hours annually that may be accumulated in this area are unlimited.

3. College or University Courses

This area has already been set up by CRCC in terms of focus and contact hours. The number of courses is left up to the individual counselor. CRC's may also utilize special courses designed for their agency sponsored by college or universities RCEP Program. Actual program contact hours may be used for CM.

4. Professional Supervision/Consultation.

Refers to supervisory activities relating to teaching a student, entry-level person or non-CRC professional about rehab counseling. Included would be CRC's supervising another non-CRC rehab counselor preparing for certification. Contact hours would be credited for actual time spent in supervision. A CRC may gain a maximum of 15 contact hours annually.

5. Community Involvement

This area refers to presenting to civic groups such as the Rotary, Lions or Kiwanis clubs, talking to parents groups or delivering talks to other professionals on rehabilitation topics, as well as involvement in community activities relevant to the needs of handicapped persons. Up to ten hours annually can be accumulated in this fashion.

6. Teaching or Conducting Workshops

This area focuses on the development of professional programming, i.e. putting on workshops or developing training or teaching programs, on a rehabilitation topic. Credit would be given on a 2 for one basis meaning that for every hour of actual Presentation, the CRC would be credited with 2 contact hours. This is to reflect the preparation time. A CRC may gain a maximum of 12 hours annually.

7. Research and Editorials Published

This relates to research studies and editorials published in professional journals or disseminated in some other fashion. A CRC may gain up to twelve contact hours annually in this fashion.

8. Continued Employment

A CRC may credit a maximum of 5 contact hours for successful completion of one years full-time employment. CRC's should have immediate supervisors attest to the above in a short note and/or may use their yearly evaluation as proof.

9. Independent Study

Refers to a planned program of study in the field of rehabilitation carried out independently by a CRC. The independent study must be carried out under the supervision of another CRC who has de-

monstrated expertise in the chosen topic and should be able to confirm the independent study. Up to five contact hours annually can be credited.

The focus of programs used for Certification Maintenance must be to increase the knowledge and skill in the practice of Rehabilitation Counseling in one or more of the following areas:

a. Rehabilitation Philosophy, History, Structure and Laws.
b. Medical Aspects of Disability.
c. Psychological Aspects of the Handicapped Condition.
d. Occupational Information and the World of Work.
e. Counseling Theory and Techniques.
f. Community Organization and Resources.
g. Placement Processes and Job Development.
h. Psychology of Personnel and Vocational Adjustment.
i. Evaluation and Assessment.
j. Ability to Utilize Research Findings and Professional Publications.
k. The Delivery of Rehabilitation Services.

In order to assist the authorized representative(s) in approving requests based on the guidelines of the NRCA CM Plan; to demonstrate increased knowledge and competency in the field of rehab counseling, CRC's are asked to submit the following information in their requests:

1. Their name, address and CRC number.
2. Title of activity or program.
3. Person's name who is running activity or program and professional discipline if possible.
4. Sponsor (NRCA, ARCA, Mental Health Association, UR, etc....)
5. Date(s) of activity.
6. Number of contact hours for activity.
7. Cost to CRC personally.
8. Location of program - is it accessible.
9. CRC's objective for attendance; how will the activity help enhance skills, new techniques, knowledge, method, service delivery system, etc.

Once the approval process has been completed and the CRC has received their authorized copy, they should plan to have someone at the activity or program sign off their copy as evidence of attendance. In the case of NRCA or CRCC organization sponsored programs, the branch, regional or national chairperson or authorized representative(s) may choose to hand out certifications of attendance at the end of their programs as evidence.

III. Fees:

It is understood that funds will be required to administer the NRCA CM Plan. What the cost will be is unknown at this time, and the first year will be used to investigate them. National is committed to providing its part of the plan at no cost to branches during the first year. However, if this become unfeasable, the issue will be brought back to the branches.

Branches and regions will need to budget funds for their portion of the plan and may want to consider methods of generating income to cover the cost (i.e. fund raising, fees for programs, etc.)

Although cost for the NRCA CM Plan is involved, it will be a significant savings over what is currently proposed under the CRCC guidelines, with sponsored programs costing $3.00 each and individual requests $15.00 each.

IV. Evaluation:

Branches and regions will be responsible for evaluating annually their portion of the plan in terms of its effectiveness in maintaining and enhancing skills and knowledge of the CRC's who have participated.

May 4, 1979

THE PROFESSIONAL REPORT

Published six times a year by the National Rehabilitation Counseling Association, a Professional Division of the National Rehabilitation Association, 1522 K Street, N.W., Washington, D.C. 20005. David R. Brubaker, Editor; Arnold Wolf, President. Telephone: (202) 296-6080. Printed by Commonwealth Graphics, Alexandria, Virginia.

NEW ADDRESS FOR CRCC

Maunsell Wilkinson, Chairman

Effective July 1, 1979 the Commission on Rehabilitation Counselor Certification terminated its Administrative Service Contract with PEERS, Inc. and moved to its NEW ADDRESS:

CRCC Attention: Eda Holt
6th Floor
162 N. State Street
Chicago, Illinois 60603
Phone: (312) 236-4499

The cost of maintaining an administrative service contractor became prohibitive. Approximately $66,000 was paid to our administrative contractor during the past year. Administrative contract service for 1979-80 was estimated to range from $85,818 to $102,068. Two independent cost estimates for setting up our own administrative office ranged from $62,533 to $74,373.

Individual commissioners will assume added responsibilities and Eda Holt will be the contact person at our new office. The CRCC phone number remains the same – (312) 236-4499.

KEY PEOPLE TO CONTACT

Listed below is a breakdown by region of the Commissioners who make up the Commission on Rehabilitation Counselor Certification, as well as the state liaison people. Any of these individuals should be able to supply you with information about rehabilitation counselor certification.

NORTHEAST REGION (I & II)

Commissioners:
NRCA-Dr. Betty S. Hedgeman, Ph.D., CRC, 410 E. 6th Street, New York, NY 10009;
ARF-Daniel Smith, CRC, Sec./Treas., Rt. 3, Box 143, West Delilah Rd. Pleasantville, NJ 08232.

One Year Term (1979):
MA-Dr. Jack Moline, CRC, Mary Switzer Building, Assumption College, Worcester, MA.
PR-Vacant. VT-Vacant.

Two Year Terms (1980):
RI-Vacant. ME-Vacant.
NJ-Stephen M. Fishbein, CRC, c/o AAMH, 20 Nassau Street, RM 250E, Princeton, NJ 08540.

Three Year Terms (1981):
Syma Weingarten, CRC, 137-118-A 68th Drive, Flushing, NY 11367;
Anita Tretell, CRC, 140 Gordon Blvd., Floral Park, NY 11001;
Charles Correy, CRC, 1256 Parkwood Blvd., Schenectady, NY 12308.
CT-Vacant. NH-Vacant. VI-Vacant.

GREAT LAKES REGION (V)

Commissioners:
ARCA-James Engelkes, Ph.D., CRC, 1207 Farwood, East Lansing, MI 48823;
Daniel McAlees, Ph.D., CRC, (Executive Committee), R&T Center, Holvid Hall, No. 411, Menomonie, WI 54751.

One Year Term (1979):
MI–Myrna Moore, CRC, 505 S. Lafayette, Royal Oak, MI 48067
WI-Elizabeth L. Herman, CRC, 5106 N. Armore Ave., Whitefish Bay, WI 53217.

Two Year Terms (1980):
IN-Vacant.
OH-James Lenahan, CRC, The Shaker Building, Suite 228, 3645 Warrensville Center Road, Shaker Heights, OH 44122.

Three Year Terms (1981):
MN-Robert F. Hasbrook, CRC, DVR, 1821 University Avenue, Griggs-Midway Building, St. Paul, MN 55104.
IL-Clarence Lewis, CRC, Chicago/Read MHC, 6500 W. Irving Park Rd., Chicago, IL.

SOUTHWEST REGION (VI)

Commissioners:

ACCD-Lex Frieden, New Options Research Director, TIR&R, TX Medical Center, 1333 Moursund Avenue, Houston, TX 77030;
NRCA-Maunsell Wilkinson, CRC, Chairman, 121 Timber Creek Lane, Silsbee, TX 77656.

One Year Term (1979):

NM-Kay Boxletter, CRC, 11608 Cooper NE, Albuquerque, MN 87123.

Two Year Terms (1980):

LA-Robert Hand, CRC, Greenwell Springs Hospital, VR Unit, Greenwell Springs, LA 70739.
TX-Lucian Oden, CRC, 5118 Lancelot, San Antonio, TX 78218.

Three Year Terms (1981):

AR-Duane Balentine, CRC, Arkansas Enterprises for the Blind, 2811 Fair Park Blvd., Little Rock, AR 72204.
OK-Hollis Scott, CRC, Community Mental Health Center, Central State Griffin Memorial Hospital, P.O. Box 151, Norman, OK 73070.

GREAT PLAINS REGION (VII & VIII)

Commissioners:

ACCD-Delbert Aman, J.D., CRC, Executive Committee, 115 5th Ave., SE, Aberdeen, SD 52401.

One Year Term (1979):

IA-Vacant.
NB-Roger Livingston, Ph.D., CRC, Ed.Psych. Clinic, 130 Bancroft Hall, University of Nebraska-Lincoln, Lincoln, NB 68588.
ND-Vacant.
WY-Vacant.

MID-ATLANTIC REGION (III)

Commissioners:

NANWR-Ethel Briggs, CRC, BRS, 122 C Street, N.W., Washington, D.C. 20020;
NRCA-Dorothy Clifford, CRC, 116 W. University Parkway, Apt. 512, Baltimore, MD 21210;
ARCA-Marie Feingold, CRC 9707 Singleton Drive, Bethesda, MD 20034;
* NRCA-Michael Oliverio, CRC, Vice Chairman, 13 S. High Street, Morgantown, WV 26505;
ACCD-Terrence J. O'Rouke, National Association of the Deaf, 8805 Arless Street, Silver Spring, MD 20901;
Ex-officio NRCA-David R. Brubaker, Ph.D., CRC.

One Year Term (1979)

MD-Estelle Davis, CRC, P.O. Box 152, Columbia, MD 21045.
WV-Edward Ruben, CRC, Suite 301 Morris Square, 1212 Lewis Street, Charlestown, WV 25301.

Two Year Terms (1980):

DE-Arnold Stanton, CRC, Institute for Development of Human Resources, 35 Salem Church Road, Newark, DE 19713;
VA-Charles Downs, 2437 Mt. Vernon Road, Waynesboro, VA 22980.

Three Year Terms (1981):

DC-Betty Libo, CRC, Bureau of Rehabilitation, 122 C St., N.W., Washington, D.C. 20001;
PA-Ross Donahue, CRC, BVR, 203 N. Brody Street, Dubois, PA 15801;
Dina Creighton, CRC, 516 East End Ave., Pittsburgh, PA 15221.

SOUTHEAST REGION (IV)

Commissioners:

CORE-Jack R. Crisler, Ph.D., CRC, Rehab. Counselor Training Program, 413 Aderhold Hall, University of GA, Athens, GA 30602;
* NRCA-Anne Crumpton, CRC, Services for the Blind, 618 W. Church Ave., Knoxville, TN 37902;
NCRE-William H. Graves, Ed.D., CRC, P.O. Drawer GE, Mississippi State, MS 39762;
CSAVR-O.E. Reece, Assistant Commissioner, DVR, 1808 West End Bldg., RM 1400, Nashville, TN 37203.

One Year Term (1979):

FL-George R. Filar, CRC, DVR, 1309 Winnewood Blvd., Tallahassee, FL.
MS-Tommy Buckley, CRC, P.O. Drawer D, Laurel, MD 39440;
TN-Rick Molder, TVT Center, Box 971, Columbia, TN 38401.

Two Year Terms (1980):

AL-Louis Whithead, 922 5th Avenue, East Tuscaloosa, AL 35401.
KY-Sena Sword, CRC, Box 606, E. Kentucky University, Richmond, KY 40475.
SC-Vacant.

Three Year Terms (1981):

GA-Vacant.
NC-Judy Lockhart, CRC, 407 Parkway Circle, Greensboro, NC 27401.

Two Year Terms (1980):

MO-Arpod de Kallos, CRC, 9378 Alene Blvd., RM 103, Olineete, MO 63132.
MT-Vacant.
UT-Cathy Chambless, DVR, 638 E. Wilmington Avenue, Salt Lake City, UT 84106.

Three Year Terms (1981):

CO-Ken Olson, CRC, Box 215, Manitou Springs, CO 80829.
KS-Bill Moore, CRC, 155 S. Hydraulic, Wichita, KS 67211.
SD-Larry Cass, CRC, DVR, 2nd Floor, State Office Building, IL State, Pierre, SD 57501.

PACIFIC REGION (IX & X)

Commissioners:

ARCA-Lawrence Deneen, Ph.D., CRC, 1274 26th Avenue, San Francisco, CA 94122;
James Griffith, CRC, 815 N. 18th Street, Phoenix, AZ 85007.

One Year Term (1979):

HI-Arlene Wauke, CRC, 1809 Bachelot Street, Honolulu, HI 96817.
ID-Vacant.
WA-Vacant.

Two Year Terms (1980):

AK-Vacant.
CA-Vacant.
Guam-Vacant.
Pacific Islands-Vacant.

Three Year Terms (1981):

AZ-Vacant.
OR-Gordon Bird, CRC, 8940 S.W. Oleson Road, Portland, OR 97223.
NV-Vacant.

* *Term expired July 1, 1979.*

National Rehabilitation Counseling Association
A Professional Division of the
National Rehabilitation Association
1522 K Street, N. W.
Washington, D.C, 20005

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Washington, D.C.
Permit No. 41431

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

162 North State Street
Suite 602
Chicago, Illinois 60601
(312) 236-4499

DELBERT AMAN, J.D.
115 5th Avenue, S.E.
Aberdeen, SD 57401

Off: (605) 622-2395
Res: (605) 225-6100 Ext. 200
CRC #7445
ACCD 6/30/80

ETHEL BRIGGS, CRC
Bureau of Rehab. Services
122 C Street, N.W., Rm. 307
Washington, DC 20001

Off: (202) 727-0979
Res: (202) 667-2223
NANWRW 6/30/81

LAWRENCE J. DENEEN, Ph.D., CRC
1274 26th Avenue
San Francisco, CA 94122

Off: (415) 653-6173
Res: (415) 731-2139
CRC #354
ARCA 6/30/81

JAMES R. ENGELKES, Ph.D., CRC
432 Erickson Hall
Michigan State University
East Lansing, MI 48823

Off: (517) 353-8747
Res: (517) 351-6544
CRC #6901
ARCA 6/30/81

MARIE FEINGOLD, CRC
9707 Singleton Drive
Bethesda, MD 20034

Off: (202) 625-7836
Res: (301) 530-8047
CRC #347
ARCA 6/30/81

LEX FRIEDEN
New Options Research Director
Texas Institute for Rehabilitation and Research
Texas Medical Center
1333 Moursund Avenue
Houston, TX 77030

Off: (713) 797-1440
ACCD 6/30/81

WILLIAM H. GRAVES, Ed.D., CRC
P.O. Drawer GE
Mississippi State, MS 39762

Off: (601) 325-5656
Res: (601) 323-5698
NCRE 6/30/81

JAMES B. GRIFFITH, CRC
Rehabilitation Services Bureau
Department of Economic Security
1400 W. Washington
Phoenix, AZ 85007

Off: (602) 255-3722
Res: (602) 248-7358
CRC #3058
ARCA 6/30/80

DANIEL C. McALEES, Ph.D., CRC
Research & Training Center
University of Wisconsin - Stout
Hovlid Hall #411
Menomonie, WI 54751

Off: (715) 232-1389
Res: (715) 235-3112
CRC #134
ARCA 6/30/80

H. GENE McDOWELL, CRC
702 Graycroft Drive, S.W.
Huntsville, AL 35802

Off: (205) 536-6621
Res: (205) 881-5508
NRCA 6/30/82

KEN OLSON, CRC
P.O. Box 215
Manitou Springs, CO 80829

Off: (303) 473-3255
Res: (303) 685-1529
NRCA 6/30/82

TERRENCE J. O'ROURKE
President
T. J. Publishers
817 Silver Spring Ave., Ste. 305-D
Silver Spring, MD 20910

Off: (301) 587-1788 or
(301) 585-4440
Res: (301) 587-6919
ACCD 6/30/82

O. E. "Ed" REECE
Director
Division of Vocational Rehabilitation
1808 West End Bldg., Rm. 1400
Nashville, TN 37203

Off: (615) 741-2095
Res: (615) 373-3942
CSAVR 6/30/81

FAYE SANDERS, CRC
Univ. of Texax Health Science
Center - Dallas
SAHS, Rehab. Science Dept.
5323 Harry Hines Blvd.
Dallas, TX 75235

Off: (214) 688-2880
Res: (214) 620-0793
NRCA

DANIEL SMITH, CRC
Saginaw Valley Rehab. Center
1730 Hesse Street
P.O. Box 2048
Saginaw, MI 48605

Off: (517) 752-6176
Res: (517) 790-0673
CRC #5261
ARF 6/30/81

MAUNSELL W. WILKINSON, M.S., CRC
Commission Chairman
121 Timber Creek Lane
Silsbee, TX 77656

Off: (713) 833-8641
Res: (713) 755-6977
CRC #254
NRCA 6/30/80

DAVID BRUBAKER, Ph.D., CRC
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Washington, DC 20005

Off: (202) 296-6080
EX OFFICIO MEMBER

ROGER LIVINGSTON, Ph.D., CRC
University of Nebraska - Lincoln
Educational Psychology Clinic
130 Bancroft Hall
Lincoln, NE 68588

Off: (402) 472-1195
Res: (402) 423-5058

BETTY HEDGEMAN, Ph.D., CRC
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New York, NY 10009

Off: (212) 488-4522
Res: (212) 254-2634
NRCA 6/30/81

JACK R. CRISLER, Ph.D.
Associate Professor
Rehab. Counselor Training Program
College of Education
413 Aderhold Hall
University of Georgia
Athens, GA 30602

Phone: (404) 542-2597
CORE 6/30/81

The Commonwealth of Massachusetts
Massachusetts Rehabilitation Commission
1431 Hancock Street, Quincy 02169
TELEPHONE 471-1600

February 16, 1979

Mr. Manusell Wilkins
Commission on Rehabilitation Counselor Certification
520 North Michigan Avenue
Suite 1504
Chicago, Ill. 60611

Dear Mr. Wilkins:

I am writing you to register a very serious complaint which I hope you will review thoroughly and correct as soon as possible.

I took the Counselor Certification Examination on October 28, 1978. I requested a brailled version because that format is my most effective medium. I alerted the Commission several months prior to the administration of the examination, and they were quite helpful in providing me with this format. However, when I received the results two weeks ago (three months after the test was given) I was shocked to hear that my score was not broken down into specific subject areas or compared with the scores of others who had taken the examination. I was only told what my score was and that I had passed the test. The reasoning given for not providing this essential data was that the test had been hand corrected. I called Eda Holt on February 27, 1979 to voice my objections and was told by her and a Mr. Rounds that they could not financially justify providing me the information that everyone else received. In addition, Ms. Holt told me that the test was "one of a kind" in that it had been specifically put together earlier than the test given everyone else in October to allow for brailling time. If this is true, it is ridiculous. A former examination could easily have been brailled without the extra effort involved in making a new one. Also, this would have allowed comparison. When I asked if my score could at least be broken down into individual subject areas, I was told that this was too expensive.

I am not only quite annoyed by these responses, but also feel that a Commission set up to guarantee standards of quality of rehabilitation counselors, people who work with the disabled, could and apparently would discriminate so blatantly providing equal treatment. It appears to me that one of the more beneficial aspects of taking this examination is to learn where one's strengths and weaknesses lie and to remediate along those lines. This has been denied me. Furthermore, I believe that if the Commission is to establish creditability among the ranks of the rehabilitation counseling profession, such practices as I have described in this letter must be stopped.

Your attention in investigating this matter is most appreciated.

Cordially,

Elizabeth Moltrup

Elizabeth Moltrup, Ed.M.
Vocational Rehabilitation Counselor
EM/td

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION
8 South Michigan Avenue
Chicago, Illinois 60603

121 Timber Creek Lane
Silsbee, Texas 77656
March 12, 1979

Ms. Elizabeth Moltrup, Ed.M.
The Commonwealth of Massachusetts
Massachusetts Rehabilitation Commission
1431 Hancock Street
Quincy, Massachusetts 02169

Dear Ms. Moltrup:

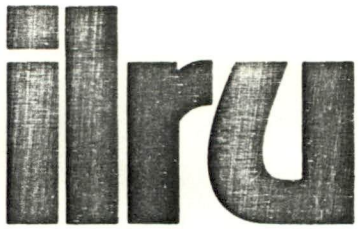
Thank you for your letter of February 16 in which you request that the CRC Braille Exam be hand scored in order to provide you with a test profile. I am sending your letter to Mr. Lex Frieden, TIRR, New Options, Texas Medical Center, 1333 Moursund Avenue, Houston, Texas 77030 for appropriate consideration. Mr. Frieden is Chairman of the Commission on Rehabilitation Counselor Certification's Relationships Committee.

Sincerely,

Maunsell Wilkinson, Chairman
Commission on Rehabilitation Counselor Certification

MW:cm

cc: Lex Frieden



independent living research utilization

June 12, 1979

Ms. Elizabeth Moltrup, Ed.M.
Vocational Rehab. Counselor
Massachusetts Rehab. Commission
1431 Hancock Street
Quincy, Mass. 02169

Dear Ms. Moltrup:

Your letter of February 16 to the Commission on Rehabilitation Counselor Certification has been referred to me. As a representative of the American Coalition of Citizens with Disabilities to the CRCC Board, I share your concerns about the apparent inequity of the treatment you received from our former contractor, Peers, Inc. I am sure that your request posed a unique challenge to Mr. Rounds and his staff, and their inexperience in dealing with blind applicants who use braille was reflected by their response to your legitimate request. I have no doubt that Peers made a sincere effort to accomodate your request. However, I agree that you should have received more feedback on your performance.

I am sorry to say that the CRCC cannot now rectify the situation in your case. However, you should be pleased to learn that the CRC Commission will soon assume the responsibility of processing exams "in house." I believe each of the Commissioners will be sensitive to the issues you have raised, and I trust that future applicants requesting a braille format exam will receive the same detailed feedback on their performance as all other examinees.

Thank you for expressing your concerns to us. Be assured that the CRCC realizes the need to establish and maintain credibility among the field. Furthermore, we realize a more important need to insure quality services are delivered to disabled people. With this goal in mind, I feel that the Commission will take steps to insure that your experience is not shared by future applicants.

Sincerely yours,

Lex Frieden
Commissioner, CRCC

jean cole, lex frieden--project directors laurel richards--training coordinator laurie gerken--asst. training coordinator
tirr (the institute for rehabilitation & research) 1333 moursund houston, texas 77030 (713) 797 1440

UNL
The University of Nebraska-Lincoln

Educational Psychology Clinic
130 Bancroft Hall
Lincoln, Nebraska 68588

Memo To: All Commissioners

From: Roger Livingston, Ph.D. RL.
Coordinator, CRCC
Continuing Education Project

Subject: Approval of CRCC Continuing Education Grant

Date: February 2, 1979

Each commissioner recently received the minutes of an Executive Committee meeting held on 1/28/79, that reflect that approval of the CRCC grant for continuing education has been received and that Dr. Dan McAlees will serve as Grant Director and Dr. Roger Livingston will function as Grant Coordinator.

Enclosed is a copy of the Grant Award for this calendar year and estimates for the level of funding for the next two years. In view of the fact that funding levels have been reduced it may be necessary to revise the project objectives and the plan of action. This should be an item for discussion during the CRCC meeting of 2/25/79. In an attempt to facilitate this discussion the Project Objectives and Plan of Action from the original grant application are attached.

In response to the motion by Dr. McAlees and seconded by Del Amon the following activities have been initiated:

1. Staffing at this point in time will include the Project Coordinator and an administrative assistant that will function as an office coordinator/manager. Further staffing will be deferred until after the meeting of 2/25/79.

2. Enclosed is a copy of a letter requesting initial grant funding. This funding request reflects costs related to staffing, purchase of office equipment and supplies and the cost related to securing office space. In this regard, the office can be formally contacted after February 16, 1979 as follows:

Roger Livingston, Ph.D. CRC.
Project Coordinator
CRCC Continuing Education Project
Sharp Building
Lincoln, Nebraska 68506
402-474-0675

3. The operational budget after the initial request will include staffing, supplies, steering committee activities and consultancies related to the project and the indirect costs related to the operation of the project for offices, telephones, etc.

4. Work activities are scheduled as follows:

   (A) Establish Offices and Open Communications Lines February 16, 1979

   (B) Steering/Planning Committee Meeting April 20-21, 1979, Nashville, Tennessee. This meeting is scheduled to convene on April 20, 1979 and include representatives from NRCA, ACCD, ARCA, CSAVR, RCEP'S, NCRE, R & T's CORE, CRCC and CRCC-CEP Offices.

The meeting is scheduled at:

Maxwell House
2025 Metro Center Blvd.
Nashville, Tennessee 37228
615-259-4343

The aforementioned fulfills the motion made by Dr. McAlees on 1/28/79 and further discussion is anticipated during the CRCC meeting of 2/25/79.

RL:mkr

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
Office of Human Development Services

NOTICE OF GRANT AWARDED

DEAFS DOCUMENT NUMBER
01-0044P81457

1. GRANTING OFFICE	2. CATALOG NO.	3. GRANT NO.	4. AMEND. NO.
Rehabilitation Services Administration	13.629	44-P-81457/5-01	

5. TYPE OF GRANT AWARDED
Under Authority of P.L. 95-602 and subject to Pertinent DHEW & HDS Regulations and Policies Applicable to:
☐ RESEARCH GRANT ☐ DEMONSTRATION GRANT
☒ TRAINING GRANT ☐ SERVICE GRANT
☐ OTHER _____ (Specify)

6. BUDGET PERIOD: FROM 1/1/79 THROUGH 12/31/79
7. TOTAL PROJECT PERIOD: FROM 1/1/79 THROUGH 12/31/81
8. TYPE OF GRANT
☒ NEW ☐ COMPETING EXTENSION
☐ CONTINUATION ☐ SUPPLEMENT
☐ REVISION FOR ( ) See Reverse for explanation
☐ NON-COMPETING EXTENSION

9. PROJECT/PROGRAM TITLE
Continuing Education for Rehabilitation Professionals

10. GRANTEE ORGANIZATION
Commission on Rehabilitation Counselor Certification
520 North Michigan Avenue
Chicago, Illinois 60611

11. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR
Roger Livingston

13. CONGR. DISTRICT	14. COUNTY
Mul	Cook

12. APPROVED BUDGET

PERSONNEL	$ 14,000
FRINGE BENEFITS	3,080
TRAVEL	1,500
EQUIPMENT	1,725
SUPPLIES	8,200
CONTRACTUAL	
~~XXXXX~~ Steering Committee	6,264
Consultants	3,750
TRAINEE STIPENDS (No.)	
DEPENDENCY ALLOWANCE	
TRAINEE TUITION & FEES	
DIRECT COSTS	$ 38,519
INDIRECT COSTS	2,944
CALCULATED AT 8 % OF $ 36,794	
TOTAL FEDERAL APPROVED BUDGET	$ 41,463

15. AWARD COMPUTATION

A. TOTAL FEDERAL APPROVED BUDGET	$ 41,463
B. UNOBLIGATED BALANCE FROM PRIOR BUDGET PERIOD(S) EST. ____ ACT. ____	$
C. TOTAL AMOUNT AWARDED THIS BUDGET PERIOD	$ 41,463

16. AMOUNT AWARDED - THIS ACTION $ 41,463

17. TOTAL GRANTEE PARTICIPATION
$ _____ 19 %

18. SUPPORT RECOMMENDED FOR REMAINDER OF PROJECT PERIOD

PERIOD	TOTAL FEDERAL COSTS
02 1/1/80 - 12/31/80	$ 36,070 (est)
03 1/1/81 - 12/31/81	30,650 (est)

19. REMARKS

RSA GRANTS OFFICER

20. CAN NO.	21. APPROP. NO.	22. APPLICANT EIN
91994710	7591636	123 739 958 9A1
	23. OBJECT CLASS 41.21	24. PAYEE EIN Same

25. Signature - HDS GRANTS OFFICER — DATE 1/3/79
ALBERT R. [illegible]
26. Signature - CERTIFYING OFFICER — DATE
27. SIGNATURE AND TITLE — PROGRAM OFFICIAL — DATE 1/4/79
Robert R. Humphreys, Commissioner, RSA

FORM HDS-102

J-GRANT INSTITUTION (SEE REVERSE FOR PAYMENT INFORMATION)

UNL
The University of Nebraska–Lincoln

Educational Psychology Clinic
130 Bancroft Hall
Lincoln, Nebraska 68588

February 2, 1979

DHEW Federal Assistance Financing Branch
5600 Fisher Lane
c/o Rockwall Building - Room 833
Rockville, Maryland 20857

To Whom it May Concern:

In accordance with the instructions received for making an initial cash request for grant number 44-P-81457/5-01. I have enclosed a copy of the Notice of Grant Awarded.

The following initial funds are being requested:

1.	Personnel	$ 900.00
2.	Fringe Benefits	55.00
3.	Equipment	1,725.00
4.	Supplies	525.00
5.	Consultants	150.00
6.	Indirect Costs	490.00
	TOTAL INITIAL REQUEST	$3,845.00

Thank you for your assistance in this matter.

Sincerely,

Roger Livingston

Roger Livingston, PH. D.
Project Coordinator

RL:mkr

and to meet the need for providing quality services to our severely disabled citizens. The need that now exists, and the purpose of this proposal, is to articulate this need of the practicing rehabilitation counselor with the continuing education delivery system comprised of various RSA supported training programs designed to serve the rehabilitation counselor (e.g., State in-service training, regional rehabilitation continuing education programs, Research and Training Centers, graudate rehabilitation education programs, etc.).

There is a need to identify the continuing education needs of the experienced rehabilitation counselor; there is a need to communicate these needs to providers of continuing education to assist them in planning for relevant and effective training for this population; and there is a need to develop a process whereby the practicing counselor can be assured that the training he receives meets the minimum standards established for continuing education and will be accepted for certification maintenance credit. Thus, this proposal focuses attention on the training needs of experienced rehabilitation counselors as opposed to new or entry level counselors and on communicating these needs to providers of continuing education in order to assist them in planning for effective and relevant training activities

Finally, as noted above, standards have been established for public and private agency service delivery, for counselors, and for graduate education programs. This project will assist the profession to assure that continuing education accepted for certification maintenance also meets certain minimum standards as established by the recipient of that training, i.e., approximately 10,000 certified practicing rehabilitation counselors. This project represents an excellent opportunity for the practitioner and the educator to work together to better achieve their common goal of improving rehabilitation service delivery to individuals with severe disabilities.

II. PROJECT OBJECTIVES

A. To identify the continuing education needs of experienced practicing rehabilitation counselors. Approximately 10,000 certified rehabilitation counselors will be surveyed to determine their perception of current and future continuing education needs and to what extent continuing education programs are meeting these needs. An anaylsis of the data will be conducted

and a report prepared for the proposed national conference. This information will also be dissiminated to all appropriate agencies, organizations, and institutions concerned with continuing education for the experienced rehabilitation counselor.

B. To conduct a national conference where providers of continuing education will assess the identified needs and determine the extent to which continuing education programs meet these needs. Problem areas will be identified and recommendations made for dealing with these problems. A report of the conference, including the issues identified and recommended actions, will be prepared. The report will be distributed to all appropriate agencies, organizations and instititions concerned with continuing education for the experience rehabilitation counselor.

C. The Steering Committee of the proposed project will develop a procedure acceptable to continuing education and recommend its adoption by the Certification Commission whereby the practicing rehabilitation counselor can be assured that the continuing education he receives meets the minimum standards for acceptance as maintenance credit. The proposed plan will eliminate the need for a program approval fee as currently proposed in the certification maintenance plan.

D. The Steering Committee of the proposed project will develop a procedure and recommend its adoption by the Certification Commission whereby cumulative records of all accepted continuing education credit will be maintained for each certified rehabilitation counselor. The procedure will include the capability of providing at least the following information annually by state, region, and nationally: number of continuing education hours taken that year; content area of the continuing education; source of the continuing education; and demographic characteristics of the trainees, such as years of experience, level of training, etc., in relation to the preceding data.

E. The proposed plan for assuring that continuing education meets the minimum standards established for maintenance (Objective C), and the process for cumulative recording of continuing education hours for each certified counselor (Objective D), will be distributed to all appropriate providers of continuing education and certified counselors for review, field tested on a sample of approximately 2,000 counselors, and revised where need indicates.

F. The final procedures culminating from Objective C, D, and E will be recommended to the Certification Commission for adoption by the Project Steering Committee signifying the acceptance by representatives of the various providers of rehabilitation continuing education of these procedures.

G. The guidelines and procedures recommended in Objective F will be printed and distributed to all appropriate agencies, organizations, institutions, and counselors concerned with continuing education of the experienced rehabilitation counselor.

H. The Certification Commission will adopt the procedures as recommended in Objective F and assume fiscal and administrative responsibility for their implementation.

I. Providers of continuing education will have had significant involvement in the determination of the process whereby experienced rehabilitation counselors receive continuing education that meets established standards for acceptance for certification maintenance.

J. All appropriate agencies, organizations, institutions, and counselors will be informed regarding the guidelines and procedures for acquiring acceptable continuing education for certification maintenance purposes.

K. Important new data, which will be valuable in planning and decision making in the area of continuing education, will be available to providers of continuing education regarding: training needs of experienced counselors; the number of contact hours received annually; the content and source of the training, etc.

L. The profession of rehabilitation counseling will have a certification maintenance plan acceptable to the National Commission for Health Certifying Agencies based upon continued education.

III. RESULTS OR BENEFITS EXPECTED

Upon attainment of the principle objectives of this project, the experienced rehabilitation professionals who have established minimum standards for training through certification will be able to articulate these training needs to continuing education programs and, in turn, trainers and educators will be able to develop procedures to meet the demands of the

can be taught in short-term and long-term training. An example of this might be the current need to understand Affirmative Action, promoting its inclusion in short-term training or possibly as part of a course in a graduate program. Quality training of personnel is the very essence of this project.

9. The Certification Commission will assume full fiscal and administrative responsibility for the implementation of the procedures and standards culminating from the implementation of this project on July 1, 1981. The commission will begin to assume partial fiscal responsibility by July 1, 1979, with a planned phasing in of cost assumption until July 1, 1981 when total costs will be absorbed by the commission.
10. All facilities, meeting sites, and conference locations utilized in achieving the objectives of this proposal will be free of architectural barriers and accessible to the handicapped (reference Section 504).
11. Not Applicable.
12. Not Applicable.

B-C. A plan of action to accomplish the major objectives of this project focuses on at least three major areas: The development of materials (e.g., state-of-the-art papers on training), securing knowledgeable consultants, and securing federal grant support to accomplish the necessary tasks.

A Steering Committee composed of members of CRCC, NRCA, ARCA, CSAVR, ACCD, RRCEPS, R&T's, NCRE, and CORE will be established during the first year of the project to complete plans for a conference early in the second year of the project and to determine the appropriateness of this work plan. The steering committee will meet in the late summer of 1978 to conduct a planning meeting related to the content of state-of-the-art papers on training as provided by RRCEPS and R&Ts long-term training programs, and in-service training.

One product of the initial Steering Committee meeting will be a survey instrument containing information related to training needs which will be mailed to each certified rehabilitation counselor who is in the process of maintaining his/her certification. Upon receipt of this data, computer data cards will be punched to store the data.

During this same period, each person seeking certification maintenance will submit a listing of courses or training completed. This data will also be stored in a computer management information system so that it can be easily recalled and contrasted against the individual's expressed training needs.

Approximately 6 months into the first year of the project, a second Steering Committee meeting will be held to review progress to date, to further formulate plans for additional data collection, and to finalize plans for the training and the trainee conference at the onset of the second project year.

Concurrent with all activities during the first year of the project, the project staff will maintain timely correspondence with rehabilitation professionals in the field. This staff will also be responsible for coordinating efforts for completion of the state-of-the-art papers and organizing and locating an architecturally accessible site for the training conference.

The training conference early in the second project year is intended to foster relationships between trainers in the field of rehabilitation and to articulate services needed in continuing education for the experienced professional as compared to entry level professionals.

Utilizing the data collected in the first year of the project, the Project Steering Committee will develop a procedure which will be implemented via a pilot study on approximately 2,000 individuals to determine if training is meeting the standards which the rehabilitation profession has established. The outcome of this study will allow for the development of the process and procedures for reporting and recording of training taken so that this information can be reported to the individual, as well as on a state, regional, or national basis, which will result in greater accountability to the severely handicapped consumers of services.

Continuous refinement of methods and procedures will be the primary focus of the third year along with the distribution of findings to the entire field of rehabilitation.

D. See item IV A-4 above (Page 16).

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

8 South Michigan Avenue, Suite 3301
Chicago, Illinois 60603
(312) 236-4499

TO: All Commissioners

FROM: Maunsell Wilkinson

RE: 1. Notice of Full Commission Meeting
February 25, 1979 - 2:00 p.m. EST

2. Attached Executive Committee Meeting Minutes of 1/28/79

DATE: January 29, 1979

There will be a full Commission meeting on February 25, 1979, Sunday, 2:00 p.m. EST. Commissioners wishing to address specific issues should contact me in writing within the next 10 days in order that I might develop agenda items pursuant to said topic. A full agenda will be forwarded each Commissioner at least two weeks prior to the Commission meeting.

Attached you will find a copy of the minutes of the Executive Committee meeting held January 28, 1979.

MW:cm

Enclosure

Maunsell W. Wilkinson, Chairman
NRCA
Michael Oliverio, Vice Chairman
NRCA
Daniel Smith, Secretary-Treasurer
ARF
Delbert Aman, J. D.
ACCD
Ethel Briggs
NANWRW
Dorothy Clifford
NRCA
Anne D. Crumpton
NRCA
Lawrence J. Dencen, Ph. D.
ARCA
Betty Hedgeman, Ph. D.
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James B. Griffith
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Daniel C. McAlees, Ph. D.
ARCA
Terrence J. O'Rourke
ACCD
O. E. "Ed" Roece
CSAVR
Jack R. Crisler, Ph. D.
CORE

Withdrawal/Redaction Sheet
(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03. Minutes	Executive Committee Meeting (3 pp.)	1/28/79	C	

Collection:

Record Group: Donated Historical Materials
Office:
Series:
Subseries:
WHORM Cat.:
File Location: CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Date Closed: 9/13/2016	**OA/ID Number:** 52056-003
FOIA/SYS Case #: 2016-2624-S	**Appeal Case #:**
Re-review Case #:	**Appeal Disposition:**
P-2/P-5 Review Case #:	**Disposition Date:**
AR Case #:	**MR Case #:**
AR Disposition:	**MR Disposition:**
AR Disposition Date:	**MR Disposition Date:**

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
(b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
(b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

Ad Hoc

Administrative Service Contract Committee

1/12/79

Report

Committee Members

James Engelkes, Ph.D., CRC
Roger Livingston, Ph.D., CRC
Dan McAlees, Ph.D., CRC
Mike Oliverio, M.S., CRC
Dan Smith, M.S., CRC
Maunsell Wilkinson, M.S., CRC

October 13	All membership organizations of CRCC were advised in writing by the CRCC chair that CRCC would seek bids for its administrative services agreement. PEERS was also advised.
December 11	PEERS & NRCA indicated an interest in bidding on said agreement. Subsequently, PEERS & NRCA, Mr. Rounds and Dr. Wolf, were forwarded current services agreements.
December 11	Dr. Wolf (NRCA) and Mr. Rounds (PEERS) were advised by letter that the CRCC Contract Committee would have an open meeting in Chicago, January 12, 1979 to answer any questions or to provide any information pursuant to said bid. See attached Exhibits A, B, C.
January 12	CRCC Contract Committee met with PEERS on this date at the McCormick Inn, Chicago. NRCA advised CRCC that it would not attend--See attached Exhibit D for explanation.

Highlights of 1/12/79 Meeting

1) PEERS, Mr. Rounds, indicated a desire to know "what CRCC was going to do" in light of the statement in CRCC's Salt Lake City meeting minutes which indicated that CRCC may be able to provide its own "administrative services" at much less cost.

Responses: Wilkinson, Smith, McAlees - the statement regarding CRCC assuming its own administrative operation is a contingency plan and is not definitive policy. The CRCC Contract Committee is collecting data at this time on a CRCC self operated administrative system.

2) PEERS, Mr. Rounds, inquired as to CRCC's plan to secure 50 per cent of the Item Pool if CRCC does separate from PEERS.

Response: Wilkinson, McAlees - it is recommended that further discussion on this matter be placed in abeyance until PEERS or CRCC recommends separation or until Nat Resources/PEERS legal actions are concluded.

NOTE: Mr. Rounds suggested CRCC attempt to again contact Mr. L. Natress pursuant to settlement.

Response: Wilkinson - agenda item for next CRCC Executive Committee meeting.

3) CRCC - Engelkes, Livingston, Wilkinson - plans to maintain the same "Service Agreement" that is currently in effect (NRCA sent copy by Dan Smith on 10/20/78) and to add a certification maintenance variable:

Sequence

1. Receive current CM mailing and scan and tally hours to verify appropriate number of hours - 45 or 52 1/2.
2. Send letter of renewal with five year seal attached (CRCC/Dan Smith will provide said seal to PEERS) or advise CRC that hours are short - remind of deadline/test option/or extension of one year option.
3. Accept extension of one year option letter and fee and (1) set up folder on said case and (2) advise--letter--said CRC 60 days prior to the deadline of his one year extension.
4. Keep appropriate books on aforementioned transactions.

NOTE: PEERS is also to formulate a price for the aforementioned CM system for the remaining year.

4) PEERS, Mr. Rounds, inquired as to how CRCC planned to develop added items.

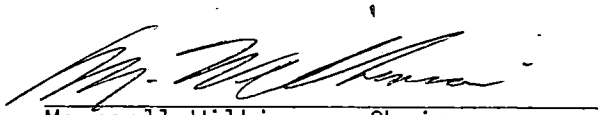
Response - Engelkes - will talk with Anne Crumpton, prior exam chairperson, and thereafter recontact Mr. Rounds. It is anticipated that membership organizations will be involved in item development.

5) CRCC - Smith - made the following estimations available: annual rate

1. Application requests - 2,200 to 2,500: it is noted that many requests are for multi-applications and 7,000 applications were mailed out last year.
2. Applications process - 800 to 1,300
3. Verbal/written request of administrative office - 3,000 to 4,000.
4. Fee processing - bookkeeping, bank trips, etc. - 10 to 20 hours per month.
5. Commissioner requests of PEERS not specified in agreement is approximately 30 to 50 hours per year.
6. Item selection - flat rate for exam using appropriate statistical and exam procedures.
7. Exam: review, type, proof - 300 items, several papers-both sides.
8. Instructions for exams.
9. Ship & pack - exam system
10. Site selection
11. Security of exam: all data returned.
12. Provide supervision during exam hours.

6) CRCC - Wilkinson - "all bids are due 30 days after January 12, 1979 meeting, i. e., February 12, 1979. Thereafter, the CRCC Contract Committee will study each bid for 30 days (approximately March 12, 1979) prior to making a recommendation to the Commission.

7) CRCC - Wilkinson, McAlees - advised PEERS, Mr. Rounds and Ms. Holt, that administrative services have improved significantly under our current agreement. Ms. Holt advised CRCC that complaints to the administrative office are now very few.



Maunsell Wilkinson, Chairman
Commission on Rehabilitation Counselor Certification

1-14-79

Date

Exhibit A

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

8 South Michigan Avenue, Suite 3301
Chicago, Illinois 60603
(312) 236-4499

121 Timber Creek Lane
Silsbee, Texas 77656
December 11, 1978

Mr. Wallace C. Rounds
President
Peers, Inc.
8 South Michigan Avenue, Suite 3301
Chicago, Illinois 60603

Dear Mr. Rounds:

Recently you inquired as to specific questions involved in the contract/service agreements of the Commission on Rehabilitation Counselor Certification (CRCC). Pursuant to questions such as yours, the CRCC contract negotiating committee has decided to hold an open meeting for all those interested in securing information in order that they might bid on the CRCC service agreements. This meeting will occur on Friday, January 12, 1979 at the McCormick Inn in Chicago at 9:00 a. m. Please check with the desk clerk or hotel index for the specific meeting room.

This meeting is open to all individuals, and we look forward to seeing you or your designees. If you have any questions, please contact me accordingly.

Sincerely,

Maunsell Wilkinson, M.S., CRC
Chairman, CRCC

cc: Jim Engelkes
Dan McAlees
Roger Livingston
Dan Smith
Mike Oliverio
Eda Holt

Maunsell W. Wilkinson, Chairman
NRCA
Michael Oliverio, Vice Chairman
NRCA
Daniel Smith, Secretary-Treasurer
ARF
Delbert Aman, J. D.
ACCD
Ethel Briggs
NANWRW
Dorothy Clifford
NRCA
Anne D. Crumpton
NRCA
Lawrence J. Doneen, Ph. D.
ARCA
Betty Hedgeman, F
NRCA
James R. Engelkes, Ph. D.
ARCA
Marie Feingold
ARCA
Lex Frieden
ACCD
William H. Graves, Ed. D.
NCRE
James B. Griffith
ARCA
Daniel C. McAlees, Ph. D.
ARCA
Terrence J. O'Rourke
ACCD
O. E. "Ed" Reece
CSAVR
Jack R. Crisler, Ph. D.
CORE

Exh. B

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION

8 South Michigan Avenue, Suite 3301
Chicago, Illinois 60603
(312) 236-4499

121 Timber Creek Lane
Silsbee, Texas 77656
December 11, 1978

Arnold Wolf, Ph.D., CRC
President, NRCA
73-58 192nd Street
Flushing, NY 11366

Dear Dr. Wolf:

Recently you inquired as to specific questions involved in the contract/service agreements of the Commission on Rehabilitation Counselor Certification (CRCC). Pursuant to questions such as yours, the CRCC contract negotiating committee has decided to hold an open meeting for all those interested in securing information in order that they might bid on the CRCC service agreements. This meeting will occur on Friday, January 12, 1979 at the McCormick Inn in Chicago at 9:00 a. m. Please check with the desk clerk or hotel index for the specific meeting room.

This meeting is open to all individuals, and we look forward to seeing you or your designees. If you have any questions, please contact me accordingly.

Sincerely,

Maunsell Wilkinson, M.S., CRC
Chairman, CRCC

cc: Jim Engelkes
Dan McAlees
Roger Livingston
Dan Smith
Mike Oliverio
Eda Holt

Maunsell W. Wilkinson, Chairman
NRCA
Michael Oliverio, Vice Chairman
NRCA
Daniel Smith, Secretary-Treasurer
ARF
Delbert Aman, J. D.
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NANWRW
Dorothy Clifford
NRCA
Anne D. Crumpton
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NRCA
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Daniel C. McAlees, Ph. D.
ARCA
Terrance J. O'Rourke
ACCD
O. E. "Ed" Reece
CSAVR
Jack R. Crisler, Ph. D.
CORE

Exh. C

National Rehabilitation Counseling Association

1522 K Street, N.W., Washington, D.C. 20005 Telephone (202) 296-6080

PRESIDENT
Arnold Wolf, Ph.D., CRC
73-58 192nd Street
Flushing, N.Y. 11366
(212) 776-6924

PRESIDENT-ELECT
Joyce Pigg, CRC
2 Yarnell Place
Redwood City, CA 94063
(415) 364-5587

SECRETARY-TREASURER
Larry Warnock, CRC
16 Manning Street
Reading, MA 01867
(617) 944-7217

PAST PRESIDENT
Philip E. Chase, CRC
Vocational Rehabilitation Services
505 Wachovia Building
225 Green Street
Fayetteville, NC 28301
(919) 486-1288

NRA BOARD MEMBER
Betty S. Hedgeman, Ph.D., CRC
410 East 6th Street
New York, N.Y. 10009
(212) 677-6868

EXECUTIVE COMMITTEE MEMBERS
Robert Hasbrook, CRC
DVR, 180 Griggs-Midway
1821 University Avenue
St. Paul, MN 55104
(612) 296-9367

Faith S. Kirk, CRC
6110 Executive Blvd., No. 150
Rockville, MD 20852
(301) 881-1770

EXECUTIVE DIRECTOR
David R. Brubaker, Ph.D., CRC

1979 National Conference
Chicago, Illinois
September 16-20, 1979

Reply to:
73-58 192 Street
Flushing, NY 11366

TO: David Brubaker, Ph.D., CRC
FROM: Arnold Wolf, Ph.D., CRC
RE: CRCC Bid Meeting
DATE: December 18, 1978

As per our discussion of this date, I recommend that NRCA attend the open meeting in Chicago on 1/12/78 sponsored by the CRCC to discuss their contract/service bid system.

I recommend that two of us attend the meeting to insure that all areas are covered for this important meeting. I further recommend that either you and I, or you and Faith Kirk attend if I am unable to make the meeting. We can discuss this further by telephone.

By this memo, I would like to thank Maunsell for his prompt attention to this important issue.

CC: Maunsell Wilkinson, CRC ✓
Joyce Pigg, CRC

Board Members

Robert Alexander, Duane Balentine, Barbara Banks, Teddy Calov, Martha Chapin, Dennis Cox, Henry DeVasher, Tim Kopczynski, Roger Livingston, Marcia Ludden, Bob Nichols, Ken Olson, Jack Seymour, David Shelton, Edna Szymanski, Ron West.

Exh. D

National Rehabilitation Counseling Association

1522 K Street, N.W., Washington, D.C. 20005 Telephone (202) 296-6080

PRESIDENT
Arnold Wolf, Ph.D., CRC
73-58 192nd Street
Flushing, N.Y. 11366
(212) 776-6924

PRESIDENT-ELECT
Joyce Pigg, CRC
8 Yarnell Place
Redwood City, CA 94063
(415) 364-5587

SECRETARY-TREASURER
Larry Warnock, CRC
16 Manning Street
Reading, MA 01867
(617) 944-7217

PAST PRESIDENT
Philip E. Chase, CRC
Vocational Rehabilitation Services
505 Wachovia Building
225 Green Street
Fayetteville, NC 28301
(919) 486-1288

NRA BOARD MEMBER
Betty S. Hedgeman, Ph.D., CRC
110 East 6th Street
New York, N.Y. 10009
(212) 677-6868

EXECUTIVE COMMITTEE MEMBERS
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1821 University Avenue
St. Paul, MN 55104
(612) 296-9367

Faith S. Kirk, CRC
6110 Executive Blvd., No. 150
Rockville, MD 20852
(301) 881-1770

EXECUTIVE DIRECTOR
David R. Brubaker, Ph.D., CRC

1979 National Conference
Chicago, Illinois
September 16-20, 1979

January 3, 1979

Reply to:

Maunsell Wilkinson, CRC
121 Timber Creek Lane
Silsbee, Texas 77656

Dear Maunsell:

Due to an extremely busy out of town schedule, neither Dr. Wolf nor myself will be able to attend the CRCC meeting in Chicago on January 12. We would appreicate your sending detailed specifications to us as soon as these are available.

Sincerely,

DAVID R. BRUBAKER, Ph.D., CRC
Executive Director

DRB:bh

cc: Dr. Arnold Wolf

Board Members

Robert Alexander, Duane Balentine, Barbara Banks, Teddy Calov, Martha Chapin, Dennis Cox, Henry DeVasher, Tim Kopczynski, Roger Livingston, Marcia Ludden, Bob Nichols, Ken Olson, Jack Seymour, David Shelton, Edna Szymanski, Ron West.

A PROFESSIONAL DIVISION OF NRA

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION
8 South Michigan Avenue, Suite 3301
Chicago, Illinois 60603
(312) 236-4499

TO: All Commissioners

FROM: Maunsell Wilkinson

DATE: January 3, 1979

Attached please find a copy of the minutes for the CRCC Salt Lake City meeting. I received a rough draft of the minutes in late December '78. These were delayed as our prior recorder, Ms. Flo Curnutt, had a back impairment. I am requesting each Commissioner read the minutes and thereafter be prepared to correct/comment/approve said minutes at our next CRCC meeting--conference call--probably February '79.

UPDATE:

RSA grant for certification maintenance--no news yet.

CRCC contract negotiations (Engelkes, Livingston, McAlees, Smith, Oliverio, Wilkinson) for CRCC administrative service will occur in Chicago on January 12, 1979. PEERS and NRCA have expressed interest in said contract. We will also explore the possibility of CRCC assuming its own administrative service contract.

Happy New Year!

MW:cm

Enclosure

cc: Eda Holt

Maunsell W. Wilkinson, Chairman
NRCA
Michael Oliverio, Vice Chairman
NRCA
Daniel Smith, Secretary-Treasurer
ARF
Delbert Aman, J. D.
ACCD

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CORE

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(George Bush Library)

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04. Minutes	CRCC Meeting (10 pp.)	9/78	C	

Collection:

Record Group: Donated Historical Materials
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Series:
Subseries:
WHORM Cat.:
File Location: CRCC [Commission on Rehabilitation Counselor Certification] '79-80 [1978-1980]

Date Closed: 9/13/2016	**OA/ID Number:** 52056-003
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P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
(b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
(b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

Exhibits Provided at Salt Lake Meeting

A. Observers and Guests Presented

B. Agenda

C. Certification Maintenance Letter

D. Survey "Typical Demographic Profile of Pass/Fail Certification Candidates April, 1976 - October, 1977."

E. Statement of Income & Expenses 1977-78

F. CRCC Budget Proposal 1978-79

G. Budgetary Notes

H. CRCC Financial Statement July - August, 1978

I. "Mental Health Counselors"

J. Mid Atlantic Region NRCA Resolution

Exhibit 2

GUESTS

Syma Weingarten, NY State Rep. from NRCA to CRCC

Larry Warnack, CRC, NRCA Executive Committee

Barbara Banks, CRC, NRCA Board Member

John Banks, CRC, VEWAA Cred. Comm.

Arnold Wolf, Ph.D., CRC, Pres.-Elect, NRCA

Joyce Pigg, CRC, NRCA, Pres.-Elect

Marie Feindil, NRCA, North Carolina Branch President

Pat Mundt, President, NRA, Pacific Region

Phil Chase, President, NRCA

Exhibit B

AGENDA

I. Agenda established.

II. Minutes of all previous meetings have been approved by mail ballot.

III. New Commissioners and appointments.

IV. Elections.

V. Update on CRCC activities and relationship with PEERS was made by McAlees.

VI. Relationships.

VII. Committee reports

MEMO

RE: Certification Maintenance September 22, 1978

TO: CRC's with Certification Maintenance Deadline of July 1, 1979 and October 1, 1979.

FROM: Commission on Rehabilitation Counselor Certification (CRCC)

1. Enclosed is your Certification Maintenance Record.

2. Enclosed is a Demographic Questionaire.

3. For those certified on July 19, 1974 and who have completed 45 (forty-five) contact hours, please complete items #1 and#2. Mail both to the Commission on Rehabilitation Counselor Certification 8 S. Michigan Ave., Suite 3301, Chicago, Ill. 60603 (312-236-4499), by July 1, 1979.

4. For those certified on October 15, 1974 and who have completed 52½ (fifty-two and one-half) contact hours, please complete items #1 and#2. Mail both to CRCC, 8 S. Michigan Ave., Suite 3301, Chicago, Ill. 60603, (312) 236-4499) by October 1, 1979.

5. Attach payment of $50.00 to your completed Record and Questionnaire. This is the cost for your Certification Maintenance for the next 5 (five) years.

6. For those counselors who complete items #3,#4, and#5, this finishes your Certification Maintenance Requirements.

7. Another option is to sit for the Certification Examination and pay the $40.00 examination fee plus the Certification Maintenance fee of $50.00 for the next 5 (five) years. For this option, send your request to sit for the examination along with the total payment of $90.00 to the Commission.

EXCEPTION:

Unusual circumstances may have prevented some CRC's from acquiring the necessary contact hours. For these individuals, the following steps need to be followed:

a. Complete the Tear Off attachment and the Demographic Questionnaire.
b. Attach payment of $50.00 to the Tear Off and return the Tear Off and the Demographic Questionnaire to the Commission-Chicago office by your Certification Maintenance deadline.
c. You will be granted a 1 (one) year extension. This 12 month extension permits you to complete the required contact hours.

d. When you have completed the required contact hours, submit the Certification Maintenance Record to the Commission-Chicago address.
e. To cover additional administrative costs for this extension, attach payment of $10.00 to item "D".
f. If you request a 1 (one) year extension and your Maintenance deadline is July 1, 1979, a total of 150 new contact hours is required before your second Maintenance deadline of July 1, 1984.
g. If you request a 1 (one) year extension and your Maintenance deadline is October 1, 1979, a total of 150 new contact hours is required before your second Maintenance deadline of October 1, 1984.

REMEMBER: Programs and contact hours achieved after January 1, 1980 need CRCC (Commission) approval or Member Organization approval.

TEAR OFF AND RETURN TO CRCC

I plan to sit for a new examination (payment $90.00 enclosed) ($50 for Maintenance; $40 for exam).
I request a 1 (one) year Certification Maintenance Extension (payment $50 enclosed).

Signature_____ Date: _____

CRC Number: _____ Date Certified: _____

No. of Contact Hours Completed to Date: _____

Address: _____

Phone Number: _____

Exhibit D

Typical Demographic Profile of Mass Rail Certification Candidates

April 1977 - October 1977

1. Male (55.7%)--married (55%)--probably first born (46%).
2. No physical defect (33.4%).
3. Background: rural (13.1%), suburban (39.4%), and urban (40.5%).
4. 55% of their mothers were homemakers.
5. 56% of their fathers and 65% of their mothers completed at least a high school education.
6. Undergraduate major: Psychology (41%), Sociology (14%), Social Science (7%), or Education (8.0%), and 52% had an undergraduate G.P.A. of 3.0 or below.
7. 74% majored in rehabilitation counseling or counseling and guidance in graduate school.
8. 16% received no group supervision, and 10% received no individual supervision in practicum.
9. For those that did have a practicum--62% used audio tape and 36% used video tape for supervision.
10. The majority earn between $9,000 and $17,000 per year.
11. Their work setting is urban (63%).
12. They generally like (92%) and are satisfied (77%) with their jobs, and have worked for only one organization in the past five years (48.2%).
13. They have either taken a class in a university (27%) or attended a workshop or institute (47%) in the last year.
14. They tend to read the Rehabilitation Counseling Bulletin (69%), Journal of Rehabilitation (79%), and the Journal of Applied Rehabilitation Counseling (58%).
15. 49% have attended state meetings, 30% attended regional meetings, and 20% attended national meetings in the previous year.
16. 26% have 25 or more books in their personal library that are applicable to their jobs.
17. 46% work in an agency providing rehabilitation services.
18. The primary funding source is State/Federal VR agency.
19. 88% have up to eight years experience as a rehabilitation counselor in a DVR setting.

20. 47% spend between one and four hours per month in in-service training activities and, approximately one-half feel that in-service does help them in performing their jobs.

21. 43% feel that their supervisors help them with job-related problems.

22. Almost all of their clients make $8,000 or less per year and 65% of their clients have not completed high school.

Exhibit E

CRLC

Statement of Income and Expenses 1977-1978

Income	$42,469.27
Expenses	
July 1977	3,485.67
August 1977	1,066.22
September 1977	4,471.09
October 1977	6,734.27
November 1977	1,332.98
December 1977	----------
January 1978	3,959.90
February 1978	3,622.67
March 1978	9,010.51
April 1978	2,274.45
May 1978	457.90
June 1978	3,470.09
Total Expenses	$40,385.75

Balances in checking as of 6/30/77	$ 139.48
Plus deposits of	$42,469.27
Minus expenses of	$40,385.75
Balance as of 6/30/78	$ 2,223.00

Respectfully submitted,

Daniel Smith
Treasurer

CRCC - Budget Proposal 1979

Note: Budget projections are based on the certification of 800 counselors during the coming year. Thus far in excess of 450 are scheduled for the October examination.

I. General Administration		
1. Application requests - 2000 @ $2.60		$ 5,200.00
2. Process applications - 1000 @ $25.00		25,000.00
a. credentials comm. 200 @ $5.00		1,000.00
b. appeals comm. 100 @ $2.50		250.00
3. Process verbal and written requests - 5000 @ $2.60		13,000.00
4. Selection of exam sites 25 @ $22.00		550.00
5. Fee Processing		2,360.00
6. Comm. requests - 100 hours @ $20.00		2,000.00
7. Supply inventory		2,000.00
	SUB-TOTAL	$ 51,360.00
II. Selection and Production of Examination		
1. Item selections		$ 1,400.00
2. Review, type and proof		1,470.00
3. Prep. of instructions		220.00
4. Printing of exam books		1,500.00
	SUB-TOTAL	$ 4,590.00
III. Shipping of Examination Materials		
1. Pack and ship		$ 1,150.00
2. Materials		100.00
	SUB-TOTAL	$ 1,250.00
IV. Administration of Examination		
1. Peers Monitors - 2 days @ 200.00		$ 400.00
	SUB-TOTAL	$ 400.00
V. Receipt, check in and verification		
1. Return mailing		$ 50.00
2. Check in and verification 800 @ 2.20		1,760.00
	SUB-TOTAL	$ 1,810.00

VI. Scan-Score and Analysis		
1. Scan-score 800 @ 5.00		$ 4,000.00
2. Mail profiles 800 @ 2.25		1,800.00
3. Certificate mailing 700 @ 2.25		1,575.00
4. Certificate printing		2,000.00
5. Requests for certificate changes		260.00
	SUB-TOTAL	$ 9,635.00
VII. Commission meeting		$ 8,000.00
VIII. Final Report(Peers)		$ 2,000.00
IX. Phone		$ 1,500.00
X. Other		$ 1,000.00
	TOTAL EXPENSES	$ 81,545.00

Income

Application fees - 1000 @ $35.00		$ 35,000.00
Examination fees - 800 @ 40.00		32,000.00
	Total income	67,000.00
Excess(Deficit)		(14,545.00)

BUDGETARY NOTES

1. Anticipated income from Certification Maintenance is $50,000.00.

2. Costs associated with CM are at this time not known.

3. It is expected, however that excess income will be generated from CM and will cover deficit.

4. Until CM is underway and income is received we will continue to have a very tight cash situation.

5. As you may know we are now paying in excess of $50,000.00 for labor costs. Although Peer's contract is fair, we can do it for much less by establishing our own office. First year costs, including equipment, would run $40,000.00. After the first year costs would run $30,000.00 to $35,000.00. I strongly urge that we consider this alternative in our September meeting. We could have our own office by July 1, 1979, at substantial savings.

Exhibit 3 (2)

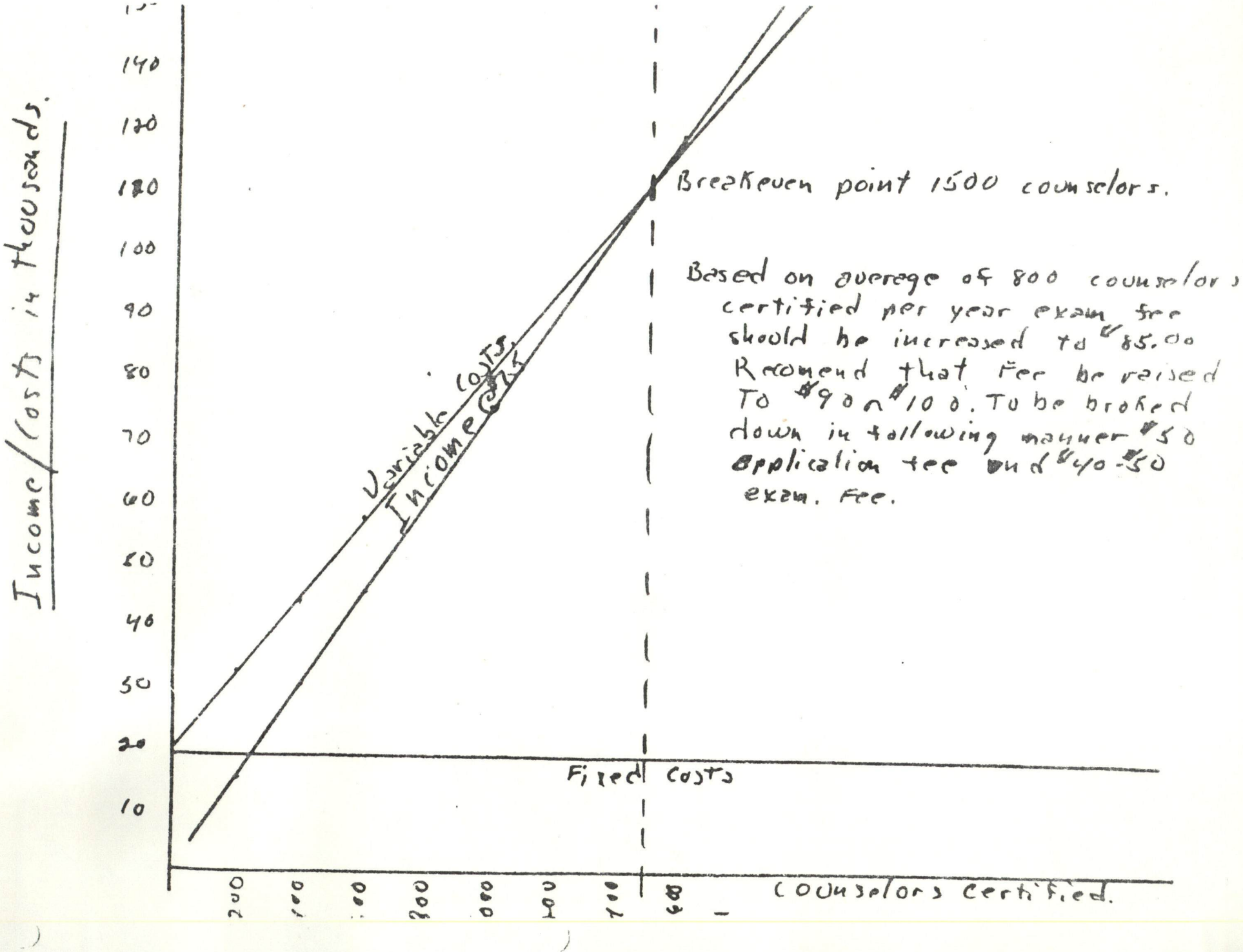
Income/costs in thousands.
140
120
180
100
90
80
70
60
50
40
30
20
10
Variable costs
Income
Fixed costs
Breakeven point 1500 counselors.
Based on average of 800 counselors certified per year exam fee should be increased to $85.00 Reomend that fee be raised To $90 or $100. To be broked down in following manner $50 application fee and $40-50 exam. fee.
200
100
100
200
000
900
100
600
counselors certified.

Exhibit H

CRCC Financial Statement
July - August 1978

Income	July	August	YTD	Budget
Fees	10,587.50	9,895.00	20,482.50	11,166.66
Expenses	**July**	**August**	**YTD**	**Budget**
I. General Administration				
1. Application requests	678.60	1,024.40	1,703.00	867.00
2. Process applications.	1,350.00	10,200.00	11,650.00	4,375.00
3. Verbal & written requests	1,939.60	2,243.80	4,183.40	2,166.00
4. Selection of exam sites	-	-	-	275.00
5. Fee processing	118.00	477.00	595.00	393.00
6. Commission requests	-	214.00	214.00	333.00
7. Supply inventory	15.60	59.05	74.65	333.00
8. Other	515.13	97.40	612.53	-0-
Adjustments	(978.17)	-	(978.17)	-0-
Sub Total	3,638.76	14,415.65	18,054.41	8,742.00
II. Selection & Prod. of Exam.				
1. Item selection	700.00	-	700.00	700.00
2. Review, type & proof	-	-	-	735.00
3. Prep. of instructions	-	-	-	110.00
4. Print books	-	-	-	750.00
		-		
Sub Total	700.00	-0-	700.00	2,295.00
III. Slip of Materials				
1. Pack and ship	-	-	-	575.00
2. Materials	-	-	-	50.00
	-0-	-0-	-0-	625.00
IV. Administration of Exam				
1. Peers Monitors	-0-	-0-	-0-	200.00
V. Receipt, Check & Verification				
1. Return mailing	-0-	-0-	-0-	25.00
2. Check in & verification	-0-	-0-	-0-	880.00
Sub Total				905.00

	July	August	YTD	Budget
VI. Scan, Score and Analysis				
1. Scan-score	-0-	-0-	-0-	2,000.00
2. Mail profiles	-0-	-0-	-0-	900.00
3. Certificate mailing	-0-	344.24	344.24	787.50
4. Certificate printing	187.50	-0-	187.50	1,000.00
5. Certificate changes	-0-	-0-	-0-	130.00
Sub Total	187.50	344.24	531.74	4,817.50
VII. Commission Meeting	410.77	110.50	521.27	-0-
VIII. Final Report(Peers	-0-	-0-	-0-	1,000.00
IX. Phone	86.87	258.91	345.78	250.00
X. Other	-0-	6.00	6.00	167.00
XI. CM Costs	176.80	636.60	813.40	-0-
Total Expenses	5,616.48	15,356.10	20,972.60	19,001.50
Excess(Deficit)	-	-	(490.10)	(2,424.00)

MENTAL HEALTH COUNSELORS WOO MA's

Exhibit 1

As access to professional psychological practice narrows more and more master's and doctoral-level mental health service providers have joined a loose constituency in search of an organization. At the core of this group are persons with master's or doctorates in counseling employed in mental health settings. The American Mental Health Counselors Association formally became a division of the American Personnel and Guidance Association in July, just a year after it was founded, to provide such a home.

James Messina, the group's first president, estimates an eventual membership of 25,000, including many master's level psychologists. He also believes AMHCA will attract many of the 14,000 persons with master's degrees in the behavioral sciences (excluding MSW social workers) and many of the 6,000 doctoral-level professionals who are not clinical psychologists now working in community mental health centers. AMHCA has about a thousand members so far.

The new group's primary aim is to establish competency-based national certification for mental health counselors by 1980. Messina predicts states will begin abandoning professional licensure over the next 10 years in deference to nationally-set standards. He is also banking on the newly formed National Commission for Health Certifying Agencies (see story at left) to go to bat with the health insurance industry on behalf of AMHCA certified counselors, so that they might become eligible for reimbursement.

The proliferation of counseling graduate programs at a time when school counseling jobs were drying up resulted in under employment of master's-trained

Continued on page 45

MH COUNSELORS WOO MAs

Continued from page 8

people, explained Messina. Many took "psychologist" or "social worker" positions in community mental health centers. "Somebody should take a stand on the ethical issue of training people for obsolescence," he remarked. "Counselor education departments should be required to document a need for more masters or doctorates or not be accredited," an unlikely eventuality for political reasons, he admits.

"As the family practitioner is to medicine, so the mental health counselor will be to mental health," claimed Messina. "I think counselors should be kept out of psychology licensure," he added. "Because we divide our energies in many states, trying to get included, we really dissipate ourselves and also begin losing our identities."

How will the mental health counselor differ from a psychologist? "Let's leave that to the marketplace to decide," said Messina. "I happen to think that psychiatrists, psychologists and social workers will want to get our certification. Why? They will recognize that we are promoting the generalist in mental health."

This generalist in mental health concept made uniform by national certification would develop a national standard, resolve issues of reciprocity, would be non-restrictive of trade, permit freedom of choice and fair process, suggested Messina, who sees it as enabling mental health professionals to pay more attention to what the public wants instead of worrying about "what guild gets the most money." ●

Exhibit I (2)

APA Monitor

CERTIFYING THE CERTIFIERS

This is the age of certification. Never before has there been such a flowering of boards and commissions set up to standardize, license or accredit every conceivable profession, specialty and subspecialty. The proliferation of unstandardized efforts in the health care field inevitably prompted the question: "Who is to certify the certifiers?" And yet another certifying organization was born. Proclaiming that "the present system is in disarray," the National Commission for Health Certifying Agencies opened up shop in Washington, DC, last December to help straighten out the mess created when more than 100 professions each do their own thing.

"Some certify for competence; others do not. Some employ objective examinations based upon the knowledge necessary to properly function in the health care system; others do not," explained physician and commission president Thomas Piemme, in a statement to the press. "Some certifying bodies are independent of the professional associations that represent the interest of the occupation; other are not. In some instances competing certifying bodies purport to attest to the competence of the same professional health occupations."

Piemme went on to note other disparities between professions with regard to recertification procedures, licensure, and reciprocity of licensure from state to state. "Third-party payment is often denied legitimate providers of health services in the absence of recognition of competence," he observed.

An outgrowth of the same ferment which resulted in a 1971 HEW-proclaimed moratorium on the licensing of new categories of health professions, the commission is a voluntary, non-governmental body set up to "grant recognition to certifying agencies in the public interest."

To pass muster with the commission, a certifying agency must have as its "primary purpose" credentialing for competence. Structurally, it must be

Continued on page 45

non-governmental, national in scope and administratively independent. Among other requirements, the evaluation mechanism used must be "based on the knowledge and skills needed to function in the health profession."

Among its 65 initial supporting members, the commission counted such diverse health-related organizations as the American Medical Association, the National Rehabilitation Counseling Association, the American College of Nurse-Midwives and the Contact Lens Society of America. (The AMA and other physician organizations have since decided not to apply for membership in the commission because it refuses to permanently exempt the licensed professions from its standards.)

According to Piemme, the commission's purview over health occupations, at least initially, would not include those which have already established state licensure, as opposed to national certification. Nevertheless, many licensed professions have applied for membership in the commission anyway and will be eligible for its competency-based standard-setting services. In addition to member support, the commission is in the process of applying for both federal and foundation grants to support its work, which among other things, will include setting performance standards for existing certifying bodies, and monitoring their implementation, and studying test construction and validation prac-

Exhibit J

RESOLUTION ON CRC FIELD EXPERIENCE REQUIREMENTS

Whereas the Mid-Atlantic Regional NRCA feels strongly that CRC carries with it,

The need for in-depth field experience prior to CRC certification, and

Whereas the CRCC has seen fit to eliminate the need for one year of paid employment experience for graduates of accredited Master's Degree Programs, and

Whereas we feel that regardless of the quality and duration on an internship experience, direct responsibility for caseload management carried out under Supervision by a CRC is the minimum field testing of counselor competency;

Be it resolved that CRCC regulations be revised to restore the minimum of one year of employment supervised by a CRC prior to any CRC candidates eligibility to sit for the CRC written examination, and

Be it further resolved that the Candidate's CRC Supervisor provide the commission with a competency statement regarding the candidate's field experience.

FAILED IN NRCA Gen. Assm. Sept 78

NRCA CERTIFICATION MAINTENANCE BRANCH INVOLVEMENT PLAN

National Strategy

NRCA shall re-establish a Certification Board with regional distribution to approve NRCA Branch Certification Maintenance Plans and adjudicate any appeals of NRCA members regarding awarding contact hours in keeping with NRCA Branch Plans. The Branch Certification Board shall include - a) The five NRCA members who serve on the Commission on Rehabilitation Counselor Certification, b) Six members who shall serve a three year term and shall be appointed by the President and approved by the NRCA Board of Directors. In order to have staggered terms the first group of six shall be selected to serve for one, two, or three years. Thereafter, each year two new members shall be selected. The President, with the approval of the Board, shall appoint a chairperson to serve a one year term from among the eleven members of the NRCA Certification Board. The duties of the NRCA Certification Board shall include:

1. Receiving from each interested Branch a Branch Certification Maintenance Plan (by October 1).
2. Approving NRCA Branch Certification Maintenance Plans (by January 1).
3. Advising the Branch of Acceptance (by February 1).
4. Transmitting to the Commission a list of NRCA Branches who have an approved plan and the name of the NRCA Branch Certification Maintenance Program Chairperson (s).
5. Adjudicating appeals of NRCA members regarding awarding of contact hours in keeping with an approved Branch.
6. Monitor the records of the Branch(s) Certification Maintenance Record committee.

7. Monitor the process and make recommendations for change.

RATIONALE:

An NRCA Branch oriented plan will place a priority on the membership to do professional program development through the Branch structure. Individual members can take initiative and propose plans (programs) for Branch development. NRCA members will have to do advanced thinking, establish goals, objectives, monitoring and evaluation criteria. Done on the Branch level, the needs of special areas should be covered. Branches can set their own priorities. Review of these priorities can give national leadership better understanding of where the profession is in the professional concern. NRCA national monitoring of Branch monitoring should identify organizational strengths and weaknesses.

The sharing of responsibility for certification maintenance by the Branch and NRCA member should strengthen NRCA. It is assumed that the CRCC has not defined continuing education and that a program may be on going. It is further assumed that NRCA Branch leadership will be willing to establish an on-going program that can be written up along the guide lines of the commission. It is hoped that such a Branch oriented program will reduce the hassle for NRCA members to attain contact hours in an accountable and cost effective manner.

NRCA Branch development of models for certification maintenance approved by NRCA nationally should also reduce the cost and time of both NRCA and CRCC in approving programs. It might even increase NRCA membership, as maintaining certification (in a viable branch) would be much easier. (The other alternative seems to be developing a mechanism to approve individual programs of NRCA Branches each time there is one.)

Branch Strategy

Each NCRA Branch shall establish a Certification Maintenance Program Committee. It shall be the committee's responsibility to develop and submit to NCRA (or Commission on Rehabilitation Counselor Certification) a Branch Yearly Program of not less than fifty contact hours. The Branch CMP must meet the standards of NRCA for awarding contact hours and Commission (CRCC) Standards for Program Focus, Learner Objectives and contain a method for evaluation. The Branch Progrm shall be approved yearly in advance. The Chairperson of the Professional Development Council shall be a member of the committee.

By October 1 of each year, the State Branch shall submit the Branch Program for Certification Maintenance for the following year to NRCA with the required fee ($3-$15) to cover all NRCA members participating during the effective time of the plan. By January 1 NRCA shall advise the Branch President of the acceptance or rejection of the Branch Certification Maintenance Program.

The NRCA Branch shall advise its membership of the approved program of Certification Maintenance sponsored by the Branch in February of each year. It shall also advise its membership of the monitoring and evaluation procedures contained in the Branch plan. Copy of notification shall be sent to the National office of NRCA.

The Branch Program for Certification Maintenance shall be developed with the goal of assisting the NRCA member to maintain certification in keeping with the established criteria of the Commission on Rehabilitation Counselor Certification. The Branch Program shall include:

1. The specific objectives of the Branch in its efforts to increase the professional skills of its members to serve clients.

2. The method to monitor NRCA Branch member participation in the Branch plan (Program).

3. The method of evaluating the attainment of the Branch objectives to increase NRCA member professional skills.

No more than 45 hours may be credited to a CRC's file through an NRCA Branch Program in any one calendar year.

The Branch Program must demonstrate how the Program will meet the NRCA members' objective to:

a. Obtain current information.
b. Explore new knowledge in a specific content area.
c. Master new skills and techniques.
d. Expand approaches toward management of clients, and
e. Develop critical inquiry and balanced professional judgment.

4. The programs in the yearly Branch Program shall be to increase the knowledge or skill in the practice of rehabilitation counseling in one or more of the following areas:

a. Rehabilitation Philosophy, History, Structure and Laws.
b. Medical Aspects of Disability
c. Psychological Aspects of the Handicapping Condition.
d. Occupational Information and the World of Work.
e. Counseling Theory and Techniques.
f. Community Organization and Resources.
g. Placement Processes and Job Development.
h. Psychology of Personal and Vocational Adjustment
i. Evaluation and Assessment.
j. Ability to Utilize Research Findings and Professional Publications.
k. The Delivery of Rehabilitation Services.

5. The specific programs of the Yearly Branch CMP shall be recorded by each CRC to reflect the following:

a. Course Title
b. Program Focus
c. Learner Objectives
d. Dates and Length of Course
e. Participants - Who? and How Many?
f. Program Director
g. Evaluation Component
h. Method of Instruction
i. Sponsor (s)
j. Location**

** Programs and locations are to be accessible; that is, no disabled person will be excluded from any educational program. (Reference Section 504 of the Rehabilitation Act of 1973 as amended).

One contact hour is defined as equivalent to one clock hour spent in an approved program. (Excluded: Coffee breaks, social hours, luncheons/dinners, etc.). Fifteen contact hours will be allowed for one semester credit, ten contact hours will be allowed for one quarter credit in a college or university program.

The Branch Plan (Program) for Certification Maintenance may include but shall not be limited to:

1. Not more than six hours attained by the preparation and presentation of programs to community organizations about rehabilitation. (One hour credit for each new presentation.)

2. Not more than six hours attained as an officer or working NRCA committee (council) member in preparation and attendance at NRCA meetings (including Branch activities).

3. Not more than 12 hours attained by routine agency in-service training meetings and supervisory conferences.

4. Not more than three hours attained by maintaining an active caseload.

5. Not more than one hour attained by supervising others who have prime responsibility to maintain the case load, but which includes at least five hours a month in direct client contact.

6. Not more than four hours of independent professional study.

7. Not more than 12 hours of preparation and presentation for NRCA Branch sponsored professional programs. (Two hours for each presentation).

8. Not more than 12 hours for preparation and publication for professional articles in rehabilitation related publications. (Two hours for each publication.)

9. NRA or NRCA Branch (local, state, regional, national) or other CRCC member organizations sponsored professional development programs (actual hours).

10. Not more than 20 hours of special formal training conducted by the agency at which the NRCA member is employed for which prior approval has not been obtained by CRCC.

11. Not more than 12 hours of formal training attended by the Branch NRCA member which is conducted by other than the NRCA member's employer and for which the employer attests that the NRCA member was approved to attend.

12. Not more than six hours for preparation and presentation of or attendance at professional programs or courses not sponsored by NRCA.

13. Hours taken at College or University for academic credit or CEU's shall not be part of the Branch plan, but may be included with the record of the individual as long as copies of the Academic credits are included. Hours taken by organization having received advanced CRCC Program approval and not otherwise included in the branch yearly program.

Each NRCA Branch should establish a Certification Maintenance Record Committee. It shall be the responsibility of this committee to review the record submitted by each CRCC who is a NRCA branch member and certify that the submitted hours are in keeping with the Branch Plan. The member may appeal rejection of the hours submitted to the Branch Board of Directors. Further appeal may be made to the National NRCA Certification Board.

Members shall submit records on approved forms to the Branch CM Record Chairperson.

The NRCA Branch President, or his/her duly designated representative, shall have the authority to attest to the attaining of certification maintenance hours by NRCA members during the calendar year.

Only Contact hours in the approved NRCA Branch plan shall be included in the report submitted by the Branch President to the NRCA office and transmitted by the NRCA national office to CRCC for updating of the CRC's continuing education record. All other continuing education hours of a CRC must be submitted to CRCC through the procedures established by CRCC for program approval.

By December 1 of each year each NRCA Branch member shall submit to the Branch President or his/her designee, the number of contact hours attained in accordance with the Branch Plan in the format required by the Branch. This shall be countersigned by another CRC and a consumer. In the event the NRCA member cannot obtain the signature of a CRC and a consumer, a supervisor may be substituted. (A partial report may be submitted during a year if needed to have hours by CRCC renewal date.)

By January the NRCA Branch President shall submit to NRCA the number of hours completed by each Branch member in accordance with the Branch Program approved the previous year. The NRCA designated official shall transmit these credits to CRCC. The individual records of NRCA member participation in the Branch Programs shall be kept for three years and shall be available for review by designated NRCA officials. In large Branches the President has the authority to designate associate chairperson having authority to validate CMP records of CRC's who are members of the Branch.

The President of the Branch shall send to NRCA the list of approved members to sign CMP's with a copy to CRCC.

ATTACHMENT I A

CERTIFICATION MAINTENANCE HOUR SUMMARY SHEET

KNOXVILLE AREA BRANCH - VSRCA

ITLE(S) OF COURSE/PROGRAM	DATE	# HOURS	PROGRAM FOCUS	PROGRAM RECORD #

am of CRC_____ Date Submitted_____

onsumer_____ CRC_____ Supervisor_____

pproved as meeting State Branch CM Requirements_____ _____ _____

Certificatio hairman NRCA Branch

ATTACHMENT I B

KNOXVILLE AREA BRANCH - VSRCA

CERTIFICATION MAINTENANCE PROGRAM RECORD #_____
(# in Order by Date Taken)

1. Course/Program Title:_____

_____

2. Program Focus: (check one) a) Rehab Philos., History, Structure, Laws_____
b) Medical Aspects_____ c) Psych Aspects_____ d) Occup Info_____
e) Counseling Theory/Techniques_____ f) Community Organ./Resources_____
g) Placement/Job Development_____ h) Psych of Personal/Vocational Adjustment_____
i) Evaluation/Assessment_____ j) Use of Research/Professional Publication_____
k) Delivery of Rehab Services_____.

3. Learner Objectives:

4. Date of Program:_____ 5. # Contact Hours_____

6. # Participants:_____ 7. Profession(s):_____

8. Program Director:_____ 9. Location:_____

10. Sponsor: (check one) College/Univ_____Employer_____NRCA_____NRA_____

11. Method of Instruction:_____

12. Evaluation: (How did program help professional growth?)

13. Supervisor Validation:_____ 14. Name of CRC_____

15. Verified: Branch Chairman_____

K-VSRC

INFORMATION REQUIRED BY CRCC FOR PROGRAM APPROVAL

1. Name:

   Address:

2. Certification Number:

3. Program Title:

4. Sponsor:

5. Learner Objective:

6. Program Director:

7. Instructor:

8. Participants (Who and How Many):

9. Evaluation Component:

10. Method of Instruction:

11. Dates:

12. Number of Contact (Clock Hours):

13. Cost to Participant:

14. Distance From Work Setting:

15. Subject Area Focus:

    a. Rehabilitation Philosophy, History, Structure and Laws.
    b. Medical Aspects of Disability.
    c. Psychological Aspects of the Handicapping Condition.
    d. Occupational Information and the World of Work.
    e. Counseling Theory and Techniques.
    f. Community Organization and Resources.
    g. Placement Processes and Job Development.
    h. Psychology of Personnel and Vocational Adjustment.
    i. Evaluation and Assessment.
    j. Ability to Utilize Research Findings and Professional Publications.
    k. The Delivery of Rehabilitation Services.

16. Location (City and State):
    Accessibility Features:

17. Evaluation as to Helpfulness as a Rehabilitation Counselor and How Was It Helpful:

COMMISSION ON REHABILITATION COUNSELOR CERTIFICATION
8 S. Michigan Ave., Suite 3301
Chicago, Illinois 60603

121 Timber Creek Lane
Silsbee, Texas 77656
November 14, 1978

John E. Muthard, Ph.D.
Chairman
University of Florida
Department of Rehabilitation Counseling
Box J-175
J. Hillis Miller Health Center
Gainesville, Florida 32610

Dear Dr. Muthard:

Thank you for the copy of your October 31 letter to Dr. Crisler suggesting ways to improve the CRCC examination process. We certainly appreciate your specific itemized suggestions as it is rare that we receive the specifics. Many of the items that you alluded to in your letter such as upgrading the test items and refining said items is under way at this point in time under the auspices of examination chairman Ms. Ann Crumpton.

Pursuant to the other items that you mention regarding upgrading of the CRCC instrument, please be advised that I am forwarding a copy of your letter to all commissioners for their information. Also, I am asking Ms. Ann Crumpton to place items of your letter as agenda items for her examination committee report to the CRCC at our next annual meeting. It is not likely that we will have another complete CRCC meeting before September, 1979. Yet, I expect that your suggestions will receive significant discussion in the examination committee during the year. I feel certain that Dr. Crisler will advise you of the final disposition of this matter.

If I can be of further service to you, please advise me accordingly.

Sincerely,

Maunsell Wilkinson

Maunsell Wilkinson
Chairman, CRCC

cc: CRCC Commissioners

UNIVERSITY OF FLORIDA
COLLEGE OF HEALTH RELATED PROFESSIONS

DEPARTMENT OF REHABILITATION COUNSELING
BOX J-175
J. HILLIS MILLER HEALTH CENTER
GAINESVILLE, FLORIDA 32610

AREA CODE 904 · 392-3061

October 31, 1978

Dr. Jack Crisler
Dept. of Counseling and
Human Development Services
University of Georgia
Aderhold Hall, Room 413
Athens, Georgia 30362

Dear Jack:

Since you are our regional representative on the CRCC Board, I am writing to you about what I regard as serious deficiencies in the CRCC examination process. I am also sending copies to several other individuals with the hope that my concerns will lead to corrective action. In talking to other examinees at the New York City examination site on Saturday, October 28, I received many of the same impressions which I am relaying to you.

In contrast to other important pre-professional examinations, the instructions, with respect to time and place of the examination, were confusing. While we were specifically admonished to appear no later than 8:30 AM for admission to the meeting room, nearly all of the examinees were standing outside the main entrance of 695 Park Avenue at 8:30 waiting for the doors to be opened. Fortunately, some enterprising individual discovered that the only entrance which was going to be opened that day was on the 69th Street side. I was under the impression that there was about 125 of us and we were told that the test was to be given on the ninth floor and learned the room number merely by following the crowd. The room in which I took the examination was completely filled with individuals sitting elbow to elbow on conventional classroom chairs with a writing arm. It was indeed a poor setting to conduct an examination that was supposed to be important to one professionally. If individuals had any desire to help or be helped by others, there was literally no way that a proctor could reasonably monitor their behavior. This was particularly true because there was a single monitor who sat at a table at the front of the room, except for those times in which he provided instructions. While he was able to effectively control the distribution of examination booklets by recording on a log sheet who received the booklet and checking each individuals admission card, he really could not exercise any security over the forms after they were distributed. For example, individuals left the examination room between the time they got their examination booklet and the start of the examination and took the examination forms with them. If you are seriously concerned about the security of the examination, you need to have more proctors on hand, especially when you have such large groups as you had at New York City.

There were several disturbing things about the test itself which could readily lead one to wonder about the whole CRC examination process.

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

1. There was a fair number of duplicate items which appeared on both Part II and Part I of the examination. It seems to me that it would be a simple matter to have eliminated those duplicates. In fact, unless you provide for some adjustment, these items carry twice the weight of any other item in the examination.

2. A significant number of items had typographical errors which, while generally not leading to the misunderstanding of the item, did not reflect a carefully prepared professional examination.

3. One of the items used in the test as a sample item was given to us with our instructions.

4. The number of items focusing on the rehabilitation of blind or deaf clients was substantially out of proportion to what one would reasonably expect for an examination which presumably tests ones qualifications for being a generic rehabilitation counselor. I think much more could have been included about the many other disability categories, especially mental illness and mental retardation as well as the orthopedic and muscular skeletal disorders. It also seemed to me that there was very little content which bore on the examinees knowledge of the professional journals of the field, professional ethics, or the means for retaining ones professional competence. In addition, while there were many items which focused on the ability of job seeking skills as part of the process of facilitating the placement of rehabilitation clients, there was little about the many other placement strategies. The test, in my recollection, did not include very much about the Affirmative Action sections of the 1973 Act. I think it also could have much more in it about the vocational counseling process and the development of vocational alternatives with the client.

5. It seemed to me generally that the test was put together in an unsystematic way without consideration for coverage of the broad spectrum of knowledge which rehabilitation counselors should have and without controls to avoid duplication while still getting significant coverage in all areas.

6. From my experience with the Hunter College administration, I really can see no justification for limiting the examination sites to one or two locations in a region. If CRCC is genuinely concerned about the security, I can assure you that any University Rehabilitation Counseling program or University examinations service can provide greater security than you had at Hunter. I think you could probably arrange for the faculty of the Rehabilitation Counseling programs to monitor the examinations with only minimal expense. I would

think that faculty members that are CRC members would be willing to volunteer once every couple of years to spend a day monitoring such examinations. They could also recruit responsible graduate assistants or secretaries to aid them if need be in proctoring the examination for 4 to 6 dollars an hour. In any case, I would reiterate my recommendation that the plan to offer the examination in many more sites than we have in the October 28 examination. If we want rehabilitation counselors whose gross monthly earnings average $1,000 to be interested in the examination, we really need to make it less expensive to take. As it presently is, the examination fees are high enough, but if someone from Gainesville went to Nashville to take the examination it could either take 3 days of time to do it by driving or cost $150 or $200 to fly and pay other expenses.

One strong positive note. The practical orientation of the questions added much to giving the examination credence. I certainly think that should be retained.

I hope the CRCC board will give careful consideration to some of my criticisms. I'm not sure that any others are going to write to you about this examination, but I felt that it desirable to bring to the attention of the Board what I observed when I took the examination.

Sincerely yours,

John E. Muthard, Ph.D.
Chairman

JEM/kks

cc: Mr. Wilkinson
Dr. Anne Crumpton
Dr. Dan McAlees