

Activity Director Certified (ADC) Track 5

NCCAP offers ADC Track 5 for individuals that completed a less than 90 hour, basic activity course between 1991 (when OBRA was implemented) and 2001 (when the requirement for the MEPAP course/pre-approved instructors was implemented), but that have the established experience, and ongoing continuing education to effectively implement their job responsibilities and duties, an opportunity to apply for certification as a director.

ADC Track 5 requirements must include:

1. High school diploma and/or GED
2. a **basic activity course** ___ 36 hours ___ 40/42/45 hour ___ 60 hour ___ 72 hour
___ other (specify) _____

MUST have been completed between (1991 – 2001) – verified by submitting a certificate of completion, signed by the instructor.

- Date(s) course completed (start date) _____ (end date) _____
 - State in which the course was completed _____
 - Name of the instructor _____ Credentials _____
3. 6 years (12,000 hours) of current activity experience –within the past 10 years
 4. 30 hours of continuing education – 20% (6 hours) of which specifically addresses activity documentation (MDS, care planning etc).
 5. Pass NCCAP Exam

IF you meet the above criteria;

1. complete the current NCCAP application
2. complete this ADC Track 5 form
3. submit the required documentation per NCCAP standards
4. submit the appropriate fee(s)
5. You will then be notified by NCCAP concerning the exam

Personal Information –

Name _____ Email _____

Address _____

Phone _____ Fax _____

THERE ARE NO EXCEPTIONS to the above. Applicant agrees to accept certification at another level (*if applicable*) if this level cannot be granted.

Applicant signature

Date

2/2015