

February 15, 2018



MHRT/C Certification Program Update

Coming Soon:

- Code of Conduct
- Competency Domains
- Pathways to Certification

Continuing Education Requirement for Full MHRT/C Certificate

Beginning on January 1, 2018, all **NEWLY ISSUED** full MHRT/C certificates have a two year expiration date and a continuing education requirement for renewal. (The continuing education requirement is only for Full MHRT/C certificates, not Provisionals.)

Do you currently have a full MHRT/C, II, III, or IV?

If so, you will be reissued a new full MHRT/C certificate with a two year expiration date and a continuing education requirement for renewal. The CFL will reissue full certificates based on the month of the original certificate. For example, if your original certificate was issued in July, you will receive your new certificate in July with an expiration date of July 31, 2020, **as long as we have your current contact information!** You will have two years to complete the continuing education requirement for renewal of your full certificate.

Have you updated your contact information with the Muskie School's Center for Learning (CFL)?

If you hold a full MHRT/C, II, III, or IV, and have not already done so, please send your complete current contact information to the following email address:
updatemhrtccontactinfo@cfl-muskie.org

If your **name has changed** since your certificate was issued, please include documentation of your name change. Accepted documentation can be a legible copy of any of the following: marriage license, divorce decree (page 1 and the page listing your new name), or court order legal name change document.

What is the continuing education requirement?

You must complete 18 hours of training in topics related to the eight MHRT/C Competency Domains. This training must occur during the two-year period on the certificate. At least four (4) of the 18 hours must be in Ethics. [Click here for a list of the competency domains.](#)

1

WWW.CFL-MUSKIE.org for more information on the updated program

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Continuing Education Requirement for Full MHRT/C Certificate (Continued)

What is accepted for continuing education?

Continuing education training can be a workshop, a conference, a non-academic training, or an agency sponsored in-service learning session. It can be face to face or online. The MHRT/C certificate holder will be required to complete and submit a **renewal application** with thorough documentation for each of the continuing education programs: certificate of completion with name of training, instructor, date and the number of hours.

For a list of some training options, please click this link: [Continuing Education Resources](#). You may also take training that is not on this list. If you are not sure whether a training is applicable, please feel free to contact us with information on the course/training in question and our staff will gladly review it.

As more information becomes available it will be posted to the [Updates page](#) of our website or will be a topic in a future newsletter.

Do you currently hold a MHRT/C, II, III, or IV certificate? If so, you will need an updated certificate to reflect changes in the MHRT/C certification program. Please send us your complete current contact information at the email address below. We'll issue new certificates over the next several months.
updatemhrtccontactinfo@cfl-muskie.org

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