

STANDARDS FOR RENEWAL OF CERTIFICATION
BY THE
AMERICAN ACADEMY OF FERTILITYCARE
PROFESSIONALS

FERTILITYCARE INSTRUCTOR

CODE OF ETHICS

STANDARD 1.0:

THE APPLICANT ACCEPTS AND ADHERES TO THE PRINCIPLES AND STANDARDS FOR PROFESSIONAL CONDUCT OF THE FERTILITYCARE PROVIDER AS OUTLINED IN THE CODE OF ETHICS OF THE AMERICAN ACADEMY OF FERTILITYCARE PROFESSIONALS (AAFCP).

RATIONALE

- 1.1.1: Professions shall have an ethical base to protect the consumer, the provider and the profession itself.
- 1.1.2: Adherence to the principles and standards for professional conduct of the FertilityCare provider in the Code of Ethics of the Academy ensures that FertilityCare service is delivered with the best interest of the client, the provider and the profession as the primary concerns.

ASSESSMENT

- 1.2.1: The applicant shall submit a statement attesting to his agreement to accept and adhere to the Code of Ethics of the Academy.

CURRENT CERTIFICATION

STANDARD 2.0:

THE APPLICANT PROVIDES DOCUMENTATION OF CURRENT CERTIFICATION BY THE AAFCP.

RATIONALE

- 2.1.1: Certification by the Academy demonstrates recognition that the applicant has met the Academy standards established to measure competency.

ASSESSMENT

- 2.2.1: A copy of the current certificate, or letter verifying such, is submitted as part of the application process.

TEACHING CREDITS

STANDARD 3.0: THE APPLICANT IS REQUIRED TO OBTAIN 10 TEACHING CREDITS IN FERTILITYCARE WITHIN THE 2 YEARS PRIOR TO APPLICATION FOR RENEWAL OF CERTIFICATION.

RATIONALE

3.1.1: Acquiring ten teaching credits ensures professional activity within the field of FertilityCare.

3.1.2: Active involvement within the field of FertilityCare fosters professionalism in the individual and promotes a current level of knowledge.

ASSESSMENT

3.2.1: To renew certification, the applicant must obtain the necessary 10 teaching credits. The applicant must demonstrate he has managed a minimum of 10 new client/couples during the two years prior to renewal of certification. This qualifies under the renewal of certification process for the total 10 teaching credits. Obtaining teaching credits through direct teaching of client/couples is the preferred means of meeting this standard.

3.2.2: For those teachers who have taught less than 10 new client/couples (but between 4 and 9 new client/couples) during the two years prior to application for certification renewal, teaching credits must be obtained to bring the total number of teaching credits up to 10 in any one of a number of the following options:

- A. 5 hours of case conference discussion with a FertilityCare Practitioner related to a referred case process for advanced case management and/or pregnancy evaluation shall be considered equivalent to one teaching credit.
- B. 10 hours of formal outreach or professional presentations shall be considered equivalent to one teaching credit.

- C. Work related to FertilityCare such as FertilityCare administrative activities, FertilityCare nursing related work, FertilityCare fund raising activities, and other similar FertilityCare related activities shall be given one credit for each 20 hours of involvement in such activity.
 - D. Attendance and participation at the Annual Meeting of the AAFCP shall be considered equivalent to two teaching credits (proof of attendance and participation shall be necessary).
 - a. Note that in the teacher's attempt to obtain the 10 teaching credits for renewal of certification, no options exist for such renewal where the teacher has taught less than 3 new client/couples in the 2 years prior to application for renewal.
- 3.2.3: Obtaining the above options is demonstrated in the renewal of certification application process.

FIELD SERVICE - TEACHING

STANDARD 4.0: THE APPLICANT HAS ACTIVELY TAUGHT IN THE LAST TWO YEARS PRIOR TO APPLICATION FOR RENEWAL OF CERTIFICATION.

RATIONALE	4. 1.1: Active delivery of FertilityCare services is essential to continuing competence in teaching.
	4.1.2: Active delivery of FertilityCare services is essential to an adequate assessment of competence.
ASSESSMENT	4.2.1: Commencement and duration of active teaching since receipt of current certification is noted on the renewal of certification application form.

STANDARD 5.0: CERTIFICATION APPLIES ONLY TO TEACHING OF THE CREIGHTON MODEL FERTILITYCARE™ SYSTEM.

RATIONALE 5.1.1: Expertise in one model of natural family planning teaching does not ensure expertise in providing NFP services through other models.

5.1.2: The Academy is only able to certify applicants who teach the Creighton Model FertilityCare™ System, which has been thoroughly evaluated by the Academy.

ASSESSMENT 5.2.1: The applicant must indicate on the application all models being taught in addition to the Creighton Model FertilityCare™ System.

5.2.2: The applicant shall submit a statement attesting to the complete understanding that certification applies only to the teaching of the Creighton Model FertilityCare™ System, which is approved by the AAFCP as a model of natural family planning.

STANDARD 6.0: THE APPLICANT MUST TEACH NEW CLIENT COUPLES DURING THE TWO YEARS PRIOR TO APPLICATION FOR RENEWAL OF CERTIFICATION.

RATIONALE 6.1.1: Proficiency in teaching the Creighton Model FertilityCare™ System can be further accomplished by actively teaching.

	6.1.2:	The true learning of the Creighton Model FertilityCare™ System takes place at the follow-ups; a true experience of teaching takes place at those sessions.
	6.1.3:	The skills learned in the education program are further developed through teaching clients.
	6.1.4:	To maintain competency in the basic skills required to teach the Creighton Model FertilityCare™ System, a teacher needs to continue to teach new clients.
	6.1.5:	Certification should ensure the public that the provider is active in the delivery of service.
ASSESSMENT	6.2.1:	Indication should be included on the renewal of certification application form of the number of clients taught in the two year period prior to application for renewal of certification.
	6.2.2:	A confidential case list, where anonymity is maintained, of three new clients selected by the applicant, is provided and submitted as part of the application. These must be three clients who have entered the program within the last two years and have a minimum sum of 10 follow-ups.
STANDARD 7.0		THE APPLICANT PRESENTS AT LEAST TWO INTRODUCTORY SESSIONS WITHIN THE TWO YEARS PRIOR TO APPLICATION FOR RENEWAL OF CERTIFICATION.
RATIONALE	7.1.1:	The skills of a small group presentation are different than the skills of individual follow-up and need to be maintained through continued <i>presentations</i> .
ASSESSMENT	7.2.1:	The application includes written documentation of the number of introductory sessions conducted in the two years prior to renewal of certification.
STANDARD 8.0:		THE APPLICANT DEMONSTRATES THE RESPONSIBILITY FOR PLANNING EACH COUPLE'S PROGRAM OF EDUCATION AS WELL AS IMPLEMENTING, SUPERVISING, EVALUATING, AND ADAPTING THAT PROGRAM, SO THAT COMPETENT CASE MANAGEMENT IS ACCOMPLISHED AND ADEQUATE RECORDS ARE MAINTAINED.

- RATIONALE
- 8.1.1: Each couple is a unique learning system, with individual learning needs and abilities.
 - 8.1.2: To effect optimal learning, teaching must be specific to the learning needs and abilities demonstrated.
 - 8.1.3: Each couple has a right to knowledge of their actual intervals of fertility and infertility.
 - 8.1.4: Patterns of fertility and infertility can differ from woman to woman and, over the course of a woman's reproductive years, an individual woman's pattern of fertility and infertility can change.
 - 8.1.5: Accurate identification of actual intervals of fertility and infertility can be accomplished only through individualized case assessment and case management.
 - 8.1.6: Adequate records must be maintained on each case so that teaching delivered, knowledge learned and case management accomplished can be followed as progress occurs.
 - 8.1.7: Adequate records reflecting progress allow the teacher to meet client needs in an individualized, ongoing fashion.

- ASSESSMENT
- 8.2.1: A confidential case list, where anonymity is maintained, is submitted as part of the application. (See 6.2.2)
 - 8.2.2: Case review is accomplished through review of the case list, and a case may be requested at the discretion of the Commission on Certification.

STANDARD 9.0: THE INSTRUCTOR SHALL ALWAYS WORK IN AFFILIATION WITH A FERTILITYCARE PRACTITIONER (FCP).

RATIONALE

- 9.1.1: Because the FCI's education is limited to basic teaching skills, it is necessary to have an FCP to refer advanced cases to.

- ASSESSMENT
- 9.2.1: The name of the FCP to whom the FCI is affiliated shall be a part of the application process.
 - 9.2.2: The geographic proximity of the FCP to the FCI shall also be noted on the application form.

STANDARD 10.0 THE INSTRUCTOR SHALL DEMONSTRATE REFERRAL OF ALL ADVANCED CASES AND PREGNANCY EVALUATIONS TO A FERTILITYCARE PRACTITIONER (FCP)

RATIONALE 10.1.1: Because the FCI's education is limited to basic teaching skills, it is necessary to refer all advanced cases and pregnancy evaluations to an FCP.

ASSESSMENT 10.2.1: Documentation of referral of all clients exhibiting advanced problems (such as pre-Peak yellow stamps, post-Peak yellow stamps for Peak-type mucus, advanced behavioral issues, pregnancy evaluations and other advanced cases) shall be a part of the application process.

FIELD SERVICE - FORMAT

STANDARD 11.0: THE APPLICANT ADHERES TO THE MODEL SPECIFIC TEACHING TOOLS AND FORMAT AS PRESCRIBED BY THE CREIGHTON MODEL FERTILITYCARE EDUCATION PROGRAM.

RATIONALE 11.1.1: The teaching tools and format of the Creighton Model education program have been evaluated and found to be appropriate to quality FertilityCare service.

11.1.2: It is important to use these tools and provide this approach in order to maintain the integrity of the Creighton Model FertilityCare™ System.

ASSESSMENT 11.2.1: Documentation of the use of Creighton Model specific tools and format will be requested as part of the certification process.

STANDARD 12.0: THE APPLICANT DEMONSTRATES THAT THE FOLLOW-UP TEACHING IS INDIVIDUALIZED, PRIVATE AND CONFIDENTIAL.

RATIONALE 12.1.1: Each client has individual learning needs.

12.1.2: Individual learning needs can best be met through individualized teaching.

12.1.3: Each client/couple is a unique learning system.

	12.1.4: Individual teaching sessions allow for proper case assessment and management to be accomplished.
	12.1.5: The client use of the Creighton Model FertilityCare™ System is private in nature.
	12.1.6: Professionals providing service in matters private in nature must provide a setting affording privacy to those seeking service.
	12.1.7: Professionals maintain client confidentiality.
ASSESSMENT	12.2.1: A written statement of the way in which the applicant maintains individualized instruction, privacy and confidentiality is submitted.
STANDARD 13.0:	THE APPLICANT MAINTAINS STRUCTURE AND CONTENT OF INDIVIDUAL FOLLOW-UPS AS PRESCRIBED BY THE CREIGHTON MODEL FERTILITYCARE™ SYSTEM.
RATIONALE	13.1.1: The structure and content of individual follow-up, through review by the Academy, meets an Academy approved standard for effectiveness.
	13.1.2: Adherence to this structure and content should result in the same effectiveness rate as already approved by the Academy for the Creighton Model System.
	13.1.3: Alteration of the teaching format may affect results realized by the client.
	13.1.4: Standardization assures that clients have equal access to the Creighton Model System and use specific FertilityCare information which is necessary for their successful use of the system.
ASSESSMENT	13.2.1: The applicant reflects on the application form the continued maintenance of the structure and content of individual follow-ups as prescribed by the Creighton Model FertilityCare system.
STANDARD 14.0:	THE APPLICANT MAINTAINS THE TEACHING SCHEDULE AT APPROPRIATE INTERVALS AS RECOMMENDED BY THE CREIGHTON MODEL FERTILITYCARE SYSTEM.
RATIONALE	14.1.1: The client will learn the Creighton Model FertilityCare™ System more effectively if the teaching is structured over a period of time.
	14.1.2: The client will learn more quickly if the teaching schedule, which has been proven to be effective, is maintained.

ASSESSMENT	14.2.1: The applicant reflects on the application form that the teaching schedule is maintained at appropriate intervals as recommended by the Creighton Model FertilityCare™ System.
STANDARD 15.0:	THE APPLICANT DEMONSTRATES RESPONSIBILITY FOR MAINTAINING LONG TERM FOLLOW-UP UNTIL THE CLIENT INDICATES DESIRE FOR NO FURTHER FOLLOW-UP.
RATIONALE	<p>15.1.1: Couples often require support for their decision to use FertilityCare services throughout their reproductive years.</p> <p>15.1.2: Few areas of society today actively support the use of a natural method of family planning.</p> <p>15.1.3: The FertilityCare provider is able to offer support and encouragement to couples through contact during long term follow-up sessions.</p> <p>15.1.4: A woman's pattern of fertility/infertility can change over the course of her reproductive years; changes in patterns of fertility/infertility may require case management to allow a couple to accurately identify when they are fertile and infertile.</p> <p>15.1.5: Case management can be accomplished at the time of follow-up.</p> <p>15.1.6: If patterns of fertility/infertility change, these changes can lead to confusion and discouragement on the part of the couple if their case is not adequately assessed and managed.</p> <p>15.1.7: Adequate assessment and management of cases requires ongoing follow-up. Clients often do not initiate contact with the FertilityCare provider when difficulties arise because they do not always recognize the need for this.</p>
ASSESSMENT	<p>15.2.1: The FertilityCare provider shall contact a client/couple at least twice in an attempt to schedule a follow-up appointment before considering them inactive unless the client indicates desire for no further follow-up.</p> <p>15.2.2: Written documentation of contacts to schedule appointments shall be kept in the client's record.</p> <p>15.2.3: The applicant reflects, through the application process, compliance with this standard.</p>

FIELD SERVICE - DATA

STANDARD 16.0: THE APPLICANT DEMONSTRATE DATA ON CLIENT EVALUATION OF TEACHING SESSIONS AND THE TEACHER PERFORMANCE WHICH MEETS OR EXCEEDS THE NORM PRESENTED BY THE CREIGHTON MODEL FERTILITYCARE™ SYSTEM.

RATIONALE 16.1.1: Evaluation of teaching is important to assessment of service provided as a component of quality control.
16.1.2: Evaluation of a teacher's performance which meets or exceeds the norm demonstrates acceptable levels of performance.
16.1.3: The recipients of service are in a position to assess the service.
16.1.4: When statistics on program evaluation are kept, the program can be better presented to the public.

ASSESSMENT 16.2.1: The applicant keeps an annual tally of responses of the clients' evaluation of their teaching sessions and performance for all clients taught, as a means of self assessment.
16.2.2: The applicant reflects, on the application form, that such a tally is being kept.

STANDARD 17.0: THE APPLICANT DEMONSTRATES DOCUMENTATION OF CLIENT SATISFACTION AND CONFIDENCE LEVELS AS PRESENTED BY THE CREIGHTON MODEL FERTILITYCARE™ SYSTEM.

RATIONALE 17.1.1: Clients who express satisfaction and confidence in using the Creighton Model FertilityCare™ System will be more likely to continue its use.
17.1.2: Client satisfaction and confidence levels reflect the quality of teaching.
17.1.3: Evaluation of teaching is important to assessment of the service provided as a component of quality control.

ASSESSMENT 17.1.4: Clients are in the best position to monitor their satisfaction and confidence with their personal use of the Creighton Model System.
17.2.1: The applicant annually reviews, on a follow-up by follow-up basis, the satisfaction and confidence responses for all new clients taught as a means of self assessment.
17.2.2: The applicant reflects, through the application process, that such a review is conducted.

STANDARD 18.0: THE APPLICANT DEMONSTRATES RESPONSIBILITY FOR PROGRAM STATISTICS CONCERNING THE NUMBER OF FOLLOW-UPS, PREGNANCY EVALUATIONS, DEMOGRAPHIC DATA, CLIENT POPULATION, ETC., AS PRESCRIBED BY THE CREIGHTON MODEL FERTILITYCARE™ SYSTEM.

- RATIONALE
- 18.1.1: A professional is accountable for maintaining statistical information concerning clients in the program.
 - 18.1.2: A FertilityCare provider can assess the level of service being delivered through program statistics.
 - 18.1.3: When program statistics are maintained, the program can be better presented to the public.
- ASSESSMENT
- 18.2.1: The applicant maintains a compilation of statistics as prescribed by the Creighton Model FertilityCare™ System, as a means of self assessment.
 - 18.2.2: The applicant reflects, through the application process, that such a compilation is being maintained.

REFERRAL

STANDARD 19.0: THE APPLICANT DEMONSTRATES THE AVAILABILITY OF AN APPROPRIATE REFERRAL LIST OF RESOURCES TO ASSIST IN THE MANAGEMENT OF SITUATIONS OR PROBLEMS WHICH MIGHT ARISE IN THE TEACHING SETTING.

- RATIONALE
- 19.1.1: The FertilityCare provider is prepared to teach the Creighton Model FertilityCare™ System; problems outside the scope of FertilityCare must be referred to an individual prepared to manage that particular problem, or situation.
 - 19.1.2: An appropriate list of resources will facilitate prompt referral for problems identified (i.e. medical, spiritual, psychosocial, family, etc.).
- ASSESSMENT
- 19.2.1: The applicant reflects, through the application process, that such a list of resources is being maintained.

CONTINUING EDUCATION

STANDARD 20.0: THE APPLICANT DEMONSTRATES PARTICIPATION IN AT LEAST ONE CONTINUING EDUCATION EXPERIENCE IN CREIGHTON MODEL FERTILITY CARE EACH YEAR.

- RATIONALE 20.1.1: The nature of the body of knowledge of a profession is such that it increases and/or changes over time.
- 20.1.2: To function competently within a profession, professionals must continually update and/or expand their knowledge base.
- ASSESSMENT 20.2.1: Proof of attendance at continuing education programs or completion of continuing education study is submitted to the Commission on Certification.
- 20.2.1.1: Continuing education may be accomplished through participation at staff conferences, attendance at Academy annual meetings, attendance at natural family planning meetings, a review of audio tapes of Academy annual meetings, or completion of other Academy approved continuing education programs of study.

Adopted, April, 2006
American Academy of FertilityCare Professionals