

Recertification Point Structure

Supporting documentation must be provided for all points claimed. Supporting documentation includes certificates, membership cards, receipts, transcripts, meeting programs, or memos documenting the activity. The purpose of the supporting documentation is to provide a record that the certificant completed the activity during the year of activities being reported. Points will not be granted if supporting documentation is not received.

Certificants must earn points in the following sections:

- 10 points per certification cycle in Section II, Professional Involvement
- 15 points per certification cycle in EACH specialty certification the certificant holds
- A total of 50 points in each certification cycle. Certificants with more than one certification must earn an additional 15 points for each additional certification. For example, certificants with two certifications must earn 65 points and a certificant with three certifications must earn 80 points per certification cycle.

In some instances, the certificant may choose which section the recertification points are allotted to. The points may only be allotted to one section. If the recertification points are applicable to more than one specialty certification, they may be claimed for each applicable specialty.

The sections are as follows:

- Section I, Full-time Forensic Work
- Section II, Professional Involvement
- Section III, Forensic Skill Building
- Specialty, Recertification Specialty Professional Development Report (09-0611F)

The chart below indicates the points allotment for each activity, special instructions regarding activities, and which section each activity can be claimed under. Each activity can only be claimed in one section.

Other activities or circumstances a Diplomate or Fellow feels should be considered under recertification should be submitted to the ABC Board by January 1 prior to submitting recertification paperwork. The activities and circumstances will be considered on an individual basis. Please refer to www.criminalistics.com for further information and forms to have a training course pre-approved by the ABC.

A half day is defined as 3 hours to < 6 hours and a full day is 6 hours or more.

					Acceptable Documentation At least one must be submitted for each activity for which points are claimed	Section in which points may be claimed			
Section		Points	Max.	Comments		I	II	III	Spec
I.	Full-time Forensic Work			Once during the five-year cycle, employment points may be counted towards Section II OR towards Specialty Professional Development Points (09-0611F) in lieu of counting the points in Section I.					
A.	Full-time Forensic Work – employed directing, reviewing or performing forensic science casework, method development, research, validation, database management, etc. in a forensic science laboratory or equivalent.	2 /yr			<ul style="list-style-type: none"> • Name, e-mail address and phone number of supervisor or co-worker • Completed Employment Verification Form (09-0610F) • Memo with the name of the laboratory and employment verification for the year for which you are claiming points • Individuals performing intermittent work: Must have 3 clients complete the Employment Verification Form 	X			
B.	Full-time Forensic Teaching – employed in a college or university setting teaching forensic science courses.	2/yr			<ul style="list-style-type: none"> • Name, e-mail address and phone number of supervisor or co-worker • Completed Employment Verification Form (09-0610F) • Memo with the name of the laboratory and employment verification for the year for which you are claiming points • Individuals performing intermittent work: Must have 3 clients complete the Employment Verification Form 	X			

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Section		Points	Max.	Comments		I	II	III	Spec
II.	Professional Involvement			Must earn a minimum of 10 points per certification cycle					
A.	Meetings and Activities								
1.	Registered General Session Meeting Attendance	2 / day	20 / year		See 09-0616S, Approved Organizations, for a list of organizational meetings approved for points. <ul style="list-style-type: none"> • Certificate of attendance • Receipt with date(s) of meeting 		X		
2.	External Audit, External Inspection, External Assessment Activity	1 / day	10 / year		<ul style="list-style-type: none"> • Memo, letter or other record from lead assessor or accreditation management that verifies the location, discipline, and dates of participation. 		X		
B.	Organizational Participation								
1.	Forensic Organization Membership	1 / yr / org	10 / year		See 09-0616S, Approved Organizations, for a list of approved forensic organizations for claiming points for membership. <ul style="list-style-type: none"> • Membership card from year claiming points • Receipt from the organization for dues payment from year claiming points, with certificant's name noted on receipt • Membership roster from year claiming points, with certificant's name noted on roster • Memo from organization stating certificant is member in good standing for year claiming points 		X		

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II.	Professional Involvement			Must earn a minimum of 10 points per certification cycle					
2.	Elected Officer / Committee Chair in Forensic Organization or SWG, TWG, OSAC, state or national forensic science commission	2/yr/org	10 / year		See 09-0616S, Approved Organizations, for a list of approved forensic organizations for claiming points for membership. Record must include certificant name, position, and year of service. <ul style="list-style-type: none"> • Memo from the organization indicating certificant name, position, and year of service. • Printed page from website indicating certificant name, position, and year of service. • Certificate issued from the organization with certificant name, position, and year of service. 		X		
3.	Committee Member (ABC Standing Committees and CEMGs may be claimed)	1/yr/org	10 / year		See 09-0616S: Record must include certificant name, position, and year of service. <ul style="list-style-type: none"> • Memo from the organization indicating certificant name, position and year of service. • Printed page from website indicating certificant name, position, and year of service. • Certificate issued from the organization with certificant name, position, and year of service. 		X		

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					I	II	III	Spec	
II.	Professional Involvement								
4.	Participation in SWG, TWG, OSAC, state or national forensic science commission	3/yr/org	6/year	Points claimed in this section may not be claimed in Section III or on the Specialty Recertification Form.	Record must include certificant name, position, and year of service. <ul style="list-style-type: none"> • Memo from the organization indicating certificant name, position and year of service. • Printed page from website indicating certificant name, position, and year of service. • Certificate issued from the organization with certificant name, position, and year of service. 		X	X	X
5.	Administrator of FSAT examination	1/event	2/year		<ul style="list-style-type: none"> • Memo from the Registrar's Office identifying certificant as an administrator of FSAT, including date and location of exam 		X		
III. & Spec. Doc.	Other Forensic Skill Building Activities & Specialty Area Activities Points claimed on the Specialty Recertification Form are for specialty trainings only. Points claimed in Section III are other, non-specialty trainings.			Points claimed under Section III cannot be claimed on the Specialty Recertification Form.					
A.	Training Received								
1.	Workshop / In-Service Training	3 / day	15/ activity	Does not include mandatory yearly training or unit training. This includes all other training, both in-person and online. Training must be a minimum of ½ day. Events less than ½ day can be combined.	<ul style="list-style-type: none"> • Certificate of attendance • Receipt with date(s) of meeting 			X	X
2.	Successful completion of relevant college course from a regionally accredited college.	5 / semester credit hour	15 / year	Coursework must be in Forensic Skill Building or Specialty Area. Course can be online or classroom.	<ul style="list-style-type: none"> • Transcript • Record from college indicating date course was taken and successful completion. 			X	X

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III. & Spec. Doc.	Other Forensic Skill Building Activities & Specialty Area Activities			Points claimed under Section III cannot be claimed on the Specialty Recertification Form.					
A.	Training Received								
3.	Attendance at discipline specific professional meeting (e.g. CLIC, Promega, etc.)	2 / day	20 / year	Points may be claimed for attending a meeting in a discipline outside of the certification discipline, however these points must be claimed in Section III.	<ul style="list-style-type: none"> • Certificate of attendance • Receipt with date(s) of meeting 			X	X
B.	Technical Development								
1.	Panel Discussion / Plenary Discussion	2 / discussion	10 / year		<ul style="list-style-type: none"> • Page of program or agenda with certificant name and date of participation • Letter from host organization with the certificant name, title of discussion and date of participation 			X	X
2.	Technical Paper / Poster Presentation at scientific meeting (author or co-author)	5 / presentation	20 / year	Can only claim the same presentation twice.	<ul style="list-style-type: none"> • Page of program or agenda with certificant name and date of participation 			X	X
3.	Technical Paper / Poster Presentation at a scientific meeting (non-author presenter)	2 / presentation	10 / year	Can only claim the same presentation twice.	<ul style="list-style-type: none"> • Page of program or agenda with certificant name and date of participation 			X	X
4.	Technical Paper Publication				<ul style="list-style-type: none"> • Title page with certificant name • Abstract with complete reference information including certificant name • Record from the editor that includes certificant name, article title and date of publication <p>Do NOT send a copy of the entire publication</p>				
	a. Peer Reviewed article (e.g. <i>Journal of Forensic Sciences</i>)	15 / paper			See line 4 above			X	X
	b. Non-peer reviewed article (e.g. <i>Microscope</i>)	3 / paper			See line 4 above			X	X

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III. & Spec. Doc.	Other Forensic Skill Building Activities & Specialty Area Activities			Points claimed under Section III cannot be claimed on the Specialty Recertification Form.					
4	Technical Paper Publication								
	c. Thesis Review	5 / Thesis			See line 4 above			X	X
	d. Review of technical paper for publication in peer-reviewed journal	4 / paper			See line 4 above			X	X
	e. Publish an Editorial Review of book, chapter or article review	2 / paper			See line 4 above			X	X
	f. Newsletter – No Technical Review (e.g. <i>Microgram</i>)	2 / paper			See line 4 above			X	X
5.	Book Chapter Authorship	20 / chapter	40 / year		<ul style="list-style-type: none"> Any combination of records from the book that clearly identify the title of the book, the name of the certificant and which chapter he/she authored, and date of publication. 			X	X
6.	Book Authorship	40 / book			<ul style="list-style-type: none"> Any combination of records from the book that clearly identify the title of the book, the name of the certificant as the author, and the date of publication. 			X	X
7.	Book Editing	20/book	40/year		<ul style="list-style-type: none"> Any combination of records from the book that clearly identify the title of the book, the name of the certificant as the editor, and date of publication. 			X	X
8.	Internal Audit of Technical Specialty	1 / day	10 / year	<p>Points may be claimed in Section III or on the Specialty Recertification Form.</p> <p>To claim points in the specialty, the audit must be of the discipline in that specialty.</p>	<ul style="list-style-type: none"> Memo, letter or other record from lead assessor or Quality Manager that verifies the location, discipline, and dates of participation. 			X	X

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III. & Spec. Doc.	Other Forensic Skill Building Activities & Specialty Area Activities			Points claimed under Section III cannot be claimed on the Specialty Recertification Form.					
9.	Participation in SWG/TWG/OSAC/state or national forensic science commission as standards writer, task group, sub-committee, etc.	3/yr/org	6/year	Points claimed in this section may not be claimed in Section II. In order to claim points in Section III, the work must be technical in nature.	Record must have certificant name, position, and year of service <ul style="list-style-type: none"> • Memo from the organization • Printed page from website • Certificate issued from the organization 		X	X	X
10.	Submission and acceptance of certification examination questions	1 pt / 2 questions	5 / year	Points for general forensic KSAs (1-9) will be awarded in Section III. Points for discipline specific KSAs (10) will be awarded in Section Specialty	<ul style="list-style-type: none"> • Correspondence from the ABC stating questions were approved for use in a certification examination during the recertification year. 			X	X
C.	Training Given								
1.	Conducting workshop / seminar in other forensic skill area	5 / full day	15 / year	Minimum of ½ day. Does not include lectures to lower level school.	Record must have certificant name, title of workshop/seminar and date <ul style="list-style-type: none"> • Meeting program • Certificate • Memo from host of meeting 			X	X
2.	Training of Examiner	5 / 40 hours of training	5 / year		<ul style="list-style-type: none"> • Memo from trainee's supervisor, laboratory training coordinator, or quality manager stating the name of the certificant, the name of the examiner trained, discipline, dates and approximate hours of training • Laboratory training record stating the name of the certificant, the name of the examiner trained, discipline, dates and approximate hours of training 			X	X

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III. & Spec. Doc.	Other Forensic Skill Building Activities & Specialty Area Activities			Points claimed under Section III cannot be claimed on the Specialty Recertification Form.					
3.	Primary Instructor of forensic science related course	5 / credit hour	15 / year	Points are for non-full time faculty member. Course must be full semester / trimester / summer college level class.	<ul style="list-style-type: none"> Record from Department Chair which includes the name of the institution, course name, certificant name as instructor, course designation as full semester/trimester/summer course, etc, number of credit hours and dates the course was taught. 			X	X
Unlisted Professional Activities Other activities or circumstances a Diplomate, Fellow or Affiliate feels should be considered under recertification should be submitted to the ABC Board by January 1 prior to submitting recertification paperwork. The activities and circumstances will be considered on an individual basis. Please refer to www.criminalistics.com for further information and forms to have a training course pre-approved by the ABC.									