



BlazeSports AMERICA



Certified Disability Sport Specialist *Maintenance Process*

To ensure that holders of the Certified Disability Sport Specialist (CDSS) credential are versed on the latest research and best practices, CDSS awardees are required to maintain and recertify their certification according to the following timeline:

Bi-annual Maintenance: Every two (2) years, a Certified Disability Sport Specialist (CDSS) must submit a maintenance application and fee. The maintenance application and fee are due by the specialist's expiration date. (Two years following the date of the CDSS award or renewal).

Recertification: Every four (4) years, each CDSS is required to recertify their credential. In order to recertify, the CDSS must fulfill the requisite amount of direct service and continuing education credits for their CDSS Level designation. Candidates for recertification must also attend one BlazeSports Annual Conference or two-day CDSS training during this four year period.

Bi-annual Maintenance

From the date of a CDSS certification, the credential is valid for a **two-year period** at which point CDSS holders must submit an application for continued certification. This *Maintenance Application* documents the CDSS holder's current employment/volunteer service and continuing education units related to disability sport and physical activity for the two year period. It is recommended that you require at least 50% of your CEU requirements by the end of your first two year period. The bi-annual maintenance fee is \$25.

Recertification

Every **four years** following the date of the CDSS award, CDSS holders are required to submit a recertification application demonstrating the completion of the requisite continuing education credits and fulfillment of direct service experience. Credits will be given for CEU and training sessions specific to disability sport, for disability sports coaching experience and for a variety of professional service experiences. The four-year recertification application requires that CDSS holders complete the following requirements for recertification:

<i>CDSS Level I</i>	4 Continuing Education Units (CEU) or equivalent & annual direct service
<i>CDSS Level II</i>	8 CEU or equivalent & annual direct service
<i>CDSS Level III</i>	12 CEU or equivalent & annual direct service or professional experience
<i>CDSS Level IV</i>	16 CEU or equivalent (<i>Some professional experiences (e.g. faculty lecturing) may fulfill CEU requirement</i>)

CDSS Reinstatement

Inactive CDSS certifications may be reactivated by fulfilling maintenance requirements if the reinstatement is requested within **three years** from the original certification. If the reinstatement is requested **four or more years** after the CDSS was awarded, the applicant must begin a new application for CDSS credentialing.

CEU Credits: Applicants for bi-annual and four-year recertification should refer to the CDSS CEU Guide to determine the specific amount of CEU's granted per continuing education session, professional experience or direct service activity.

Applicants are required to maintain proper documentation of **all** professional activity from which CEU credit is being requested. Documentation can include activity brochures or letters from organization leaders verifying volunteer or paid work. All conference sessions must be documented with CEU certification.

Applicants are also encouraged to use the CDSS Direct Service Verification Form for any short term seasonal or single event volunteer or paid experience.

If you have any questions, please contact Jessie Romito at jromito@blazesports.org.