

LADDERING OF CREDENTIALS

INTRODUCTION

As the field of Vocational Rehabilitation continues to grow and develop in Canada, so does the diversity of educational opportunities that are available to VR Professionals. In recognition of this, CVRP encourages and support its Registrants to increase their levels of skill within the field.

Currently, there are four levels of VR certification granted by CVRP:

- Master's Certificate Vocational Professional (MCVP)
- Certified Vocational Professional (CVP)
- Certified Vocational Specialist (CVS)
- Certified Vocational Advisor (CVA).

CERTIFICATION COMPONENTS

With the exception of the grandfathering program, which ended on June 30, 2013, there are common components to the achievement and maintenance of all levels of certification with CVRP including:

- completion of a minimum of 800 hours in an approved practice setting
- successful completion of the CVRP Certification Examination
- confirmation that the Registrant has never been convicted of a criminal offence, for which he / she has not received a pardon, relevant to work as a Vocational Rehabilitation Professional.
- completion of at least 40 hours of approved continuing education activity every two (2) years
- maintenance of a current Errors and Omissions (E&O) policy, preferably with Defense Insurance where possible, and
- payment of the annual registration fee.

The distinction among the levels of certification is determined by the Registrant's level of education and experience in practice as follows:

- **Master's Certificate, Vocational Professional (MCVP):** A Post-Graduate Degree (Master or higher) from a Canadian University or qualified USA University / College recognized by CVRP. Preference is given to directly related programs such as Master's in Rehabilitation Counselling, Community Rehabilitation and / or Disability Management.
- **Certified Vocational Professional (CVP):** A Post-Secondary Degree from a Canadian University or qualified USA University / College recognized by CVRP.
- **Certified Vocational Specialist (CVS):** A Post-Secondary Diploma from a Canadian College or qualified USA College recognized by CVRP.
- **Certified Vocational Advisor (CVA):** Post-Secondary Certificate from a Canadian College or qualified USA College recognized by CVRP.

A World Equivalency Standard (WES) is required for any international education for any of the above levels.

The approved practice settings for each certificate level are assessed in keeping with the level of education attained at the time of registration. Therefore, in addition to providing evidence of higher education, Registrant's applying for laddering up of the credential must also demonstrate a minimum of 800 hours of practicum or employment in an approved practice setting compatible with the new credential. The amount of experience required will be dependent on how closely the completed practicum relates to the CVRP domain focus areas within the field. Please refer to the CVP Qualification Outline.

GRANDFATHERED CREDENTIALS

Applicants who held the professional accreditations and / or credentials of CCRC, CRC, CVE, CCLCP, CLCP, RRP, RVP, RCSS, CDMP and CRTWC prior to June 30, 2010 were eligible to apply for grandfathering into the College until June 30, 2013.

With the development and validation of the CVRP Certification Examination, the grandfathering option for certification ended June 30, 2013. This allowed a full three (3) years from the start date of accepting applications on July 1, 2010 to the termination date of June 30, 2013 for practicing VR professionals to exercise their right to enter the College based on their level of formal education in combination with previously attained and recognized VR designations.

Certificates were awarded to applicants under the grandfathering option according to existing accreditations and / or certificates held at that time as follows:

RRP, CCRC, CRC, CVE, CCLCP, CLCP → CVP or MCVP (with proof of post graduate education)
RVP → CVP (with proof of undergraduate degree) or CVS (with proof of diploma)
RCSS → CVS
CDMP, CRTWC → CVS, CVP or MCVP in accordance with proof of educational level

As these individuals had been awarded designations by CVRP as a result of demonstrating appropriate education and experience (in addition to writing a competency examination associated with some designations) and were also required to maintain prescribed hours of approved continuing education to maintain this credential, to satisfy the requirements for the grandfathering option, they were required to meet all criteria for registration except provision of proof of approved experience. They were encouraged but were not required to write the Certification Examination.

In order to ladder up to a new level of certification, Registrants who entered the college through the grandfathering process are required to demonstrate successful completion of the Certification Examination in addition to completing the other requirements of this process. As long as a Registrant remains in good standing with CVRP, the Certification Examination need only be written once and if this is written voluntarily, there is no need to repeat this.

THE CREDENTIAL LADDERING PROCESS

Registrant's who hold the designations of CVA, CVS, and CVP, in good standing and who have recently completed higher education are eligible to apply for credential laddering. Each applicant must:

1. Complete the Credential Laddering Application form and submit the laddering fee in accordance with the current [CVRP Fee Schedule](#)
2. Provide official transcript(s) of recent post-secondary education
3. Provide current proof of their Vulnerable Sector Police Check at the time of the laddering application, if occurring during the VSPC renewal year
4. Provide confirmation of completion of 800 hours of practicum or employment in an approved practice setting compatible with the new credential.

Registrants may apply under the Intern Class of registration at the level to which he / she wishes to ladder into by providing the College with a plan for supervision and evaluation by which they are to complete the pre-requisite 800 practicum hours. This plan needs to be developed and completed by a CVRP Registrant with a certification designation at or above the level to which the Registrant wishes to ladder.

Applications can be submitted on-line (*see: Certification - click here*). Transcripts must be requested directly from education institutions and forwarded by the institution to CVRP.

CVRP requires that all Registrants maintain a current Errors and Omissions (E&O) policy, preferably with Defense Insurance where possible, as part of maintenance of their certification. The E&O Insurance should be specifically designed to cover the scope of practice and the standards of practice for a Vocational Rehabilitation Professional where possible. The Defense Insurance allows a practitioner to consult very early in the complaints process and allows 'frivolous claims' to be resolved quickly. Other levels of E&O insurance, not specifically designed for a Vocational Rehabilitation Professional, may not be acceptable. It is the responsibility of each registrant to ensure that adequate coverage is maintained.

Upon acceptance of the Registrant's credential laddering, the Registrant's Public Registry information will be updated by CVRP to reflect the Registrant's new certification designation. It is the responsibility of each Registrant to update his / her on-line profile to ensure all personal and work information is current.
