



ACCBO

2054 N Vancouver Ave, Portland OR 97227-1917

(503)231-8164

E-Mail: accbo@accbo.com

APPLICATION FOR CGAC RECERTIFICATION

Name	Date
Address I have changed addresses in the last 2 years	Personal Email Please include me on the ACCBO Email List
City	Business email Please include me on the ACCBO Email List
State	Home Phone
Zip	Work Phone
Highest Level of Education Completed (HS Diploma, GED, college degree)	Current Employer (primary)

RECERTIFICATION APPLICATION CHECK LIST *(be sure to complete all of the following):*

- ___ Application Page (demographic data, include official documentation of any name changes)
- ___ Education Log - You must attach photocopies of certificates and/or transcripts to verify all education
- ___ **\$150 Recertification Fee** - Do not mail payment separately. Payment **must** accompany recertification application.
- ___ Extension request and any applicable fees if filing after the expiration of your certification.



Check if you are paying online by

To pay online, please visit www.accbo.com/paypal (you do NOT need a PayPal account)

ACCBO RECERTIFICATION POLICIES

Certification is granted for a two year period. It may be renewed by recertification, a process designed to assist the CGAC in maintaining and expanding competence. If your certification has lapsed, you must file for an extension (see Extension Policy below), otherwise your certification will expire. After the 120 day maximum extension period available, but before one year after your certificate has expired, you may reactivate your certification by submitting a completed recertification application and a \$50 reinstatement fee in addition to the \$150 recertification fee.

You will receive a recertification packet from ACCBO 30-60 days prior to the expiration date of your certificate. The packet will consist of this form, the Application for Recertification, and the Recertification Continuing Education Log form.

1. The recertification applicant must demonstrate 40 clock hours of continuing education.

- college course work
- workshops
- inservices
- training
- classes

2. The recertification applicant must complete the Record of Training Education and attach all certificates or transcripts. Only recorded training hours accompanied by a certificate will be accepted. Program schedules, syllabuses, flyers will not be accepted.

3. Hours are broken down into two categories:

Category I: Gambling Counselor Education minimum 20 hours- <i>Gambling Conferences, Gambling Trainings Gambling Epidemiology, Gambling Counseling Science-based Best Practices, Gambling Pathology, etc...</i>	Category II: Counseling Education maximum of 20 hours: <i>Managed Care, Counseling Survivors of Trauma, Psychiatric Disorders, general college psychology coursework, social work coursework, general behavioral health software training, etc.</i>
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All 40 hours can be gambling specific. Continuing Education hours do not necessarily have to be ACCBO approved.

4. You must submit the Application page, Training Record, attach copies of all certificates, and recertification fee to ACCBO by the expiration date of the certificate.

EXTENSIONS POLICY

Any CGAC wishing to acquire an extension on expiring certification, must present a request for extension to the Board in writing to our office, or submit a request via the online submission form on our website. A no charge 30 day extension will be granted upon request. An additional 90 days (for a total of 120 days of extension from expiration of the certificate), may be granted at a cost of \$50.