

# 6 Steps to a Family Peer Advocate Professional Credential

## Step 1

### Complete Level 1 Training

- Visit the FTNYS website. Under the Workforce Development tab, select the Parent Empowerment Program page.
- Scroll down to the Family Peer Advocate Credential Pathway and click on Level 1 PEP Modules.
- Complete the PEP Level 1 Online modules and print out a Certificate of Completion.

## Step 2

### Apply for a Family Peer Advocate *Provisional* Credential

- Visit the FTNYS website. Under the Workforce Development tab, select Family Peer Advocate Credential.
- Scroll down to the NYS Family Peer Advocate **Provisional** Credential section and download the application paperwork.
- Complete the **Provisional** application and submit to FTNYS. After approved, valid for 18 months.

## Step 3

### Complete Level 2 Online Training

- Visit the FTNYS website. Under the Workforce Development tab, select Parent Empowerment Program.
- Scroll down to the Family Peer Advocate Credential Pathway and follow the instructions in the Level 2 Training Access Guide to the Level 2 modules
- Complete the Level 2 Online Modules and print out a Certificate of Completion.

## Step 4

### Register for Level 2 In-Person Training

- Visit the FTNYS website. Under the Workforce Development tab, select Parent Empowerment Program.
- Scroll down to the Family Peer Advocate Credential Pathway and click on register here. Complete the registration form for the training you plan to attend and send it back to FTNYS.
- The in-person component of this training requires that you have employment or a formal volunteer position as an FPA.

## Step 5

### Complete Level 2 In-Person Training

- Complete PEP Level 2 which includes in-person training, coaching calls and a post-training survey.

## Step 6

### Apply for a Family Peer Advocate *Professional* Credential

- Visit the FTNYS website. Under the Workforce Development tab, select Family Peer Advocate Credential.
- Scroll down to the NYS Family Peer Advocate **Professional** Credential section and download the application paperwork.
- Complete the **Professional** application and submit to FTNYS. After approved, valid for 2 years.

If you have questions please feel free to contact us at [fpacredential@ftnys.org](mailto:fpacredential@ftnys.org)