



FPA Professional Credential Renewal and Continuing Education Frequently Asked Questions (FAQ)

When does my FPA Professional Credential expire?

The FPA Professional Credential is valid for 2 years and must be renewed. It is the responsibility of each FPA to submit the FPA Renewal Application no more than 90-days and no less than 30-days prior to the expiration date of their FPA Professional Credential. If you have any additional questions, please email us at FPAcredential@ftnys.org The FPA Renewal Application can be found on our website here:

<https://www.ftnys.org/workforce/family-peer-advocate-credential/>

What if my FPA Professional Credential expires?

Once your credential has expired, you may not identify yourself as a Credentialed Family Peer Advocate or use FPA-C after your name (post-nominal letters). Additionally, you and/or your employer will not be eligible to seek reimbursement by any payor that requires you to be credentialed to provide Family Peer Support Services.

Can I renew my FPA Professional Credential after it has expired?

Yes. If less than 6 months have lapsed since the expiration date of your credential, you can renew by submitting the FPA Renewal Application. If your credential has expired for more than 6 months you may apply to reinstate your credential. Please contact us at FPAcredential@ftnys.org to inquire about the reinstatement process.

What is required to renew my FPA Professional Credential?

The renewal application includes the following items:

- Contact information update
- Continued Education Form(s)
- Documentation of Continued Education
- Signed attestation of the FPA Code of Ethics

Is there a fee to renew my FPA Credential?

No. As of July 1, 2024, there are no fees associated with any FPA Credential application.

Is continuing education required for renewal?

Yes. To be eligible for renewal, FPAs must submit proof of completion of at least 20 hours of continuing education over the two-year period. It is important for FPAs to sharpen their skills, deepen their understanding of different services and systems, and keep up with new developments in the field.

What qualifies as continuing education for FPAs?

Any training that could be reasonably interpreted to be relevant to your role as a Family Peer Advocate can be used to meet this requirement. FTNYS hosts a variety of trainings and events that would qualify as continuing education. If you have any questions about what is acceptable, please reach out to us at FPAcredential@ftnys.org

FTNYS has partnered with the Community Technical Assistance Center (CTAC) to offer an FPA Continuing Education Pathway. Online modules are hosted on the Self-Learning Center, this is the same platform where you completed your PEP online modules. This pathway is not a requirement but is optional and intended to give FPAs CEU opportunities. Access the CTAC Self-Learning Center here: <https://lms.ctacny.org/>

Are there any specific required FPA Continued Education courses?

Yes. In an effort to promote principles of inclusion, equity, justice and diversity in service delivery 2 of the 20 continuing education hours must focus on topics related to diversity, equity and inclusion (DEI). Such topics can address the experiences of historically marginalized communities such as BIPOC, LGBTQIA+, faith, disability communities, and more. For example: a webinar on micro-aggression or the impact of racial bias on services access for families would meet the requirement. Scroll down to the last page of this FAQ to find suggested DEI trainings.

Can I get credit for watching content on social media websites such as YouTube, Facebook, Instagram, Twitter, TicToc or for listening to a podcast?

No. Unfortunately social media content is not approved for continuing education.

If I facilitate a training myself, does that count?

Yes, if it is related to the work of FPAs. You only receive credit once, not every time you deliver the training. You will receive credit for the number of hours of the training you deliver. If the training is longer than 6 hours, please check with us for approval.

If you have a great idea for a webinar, consider developing something to share with other FPAs. The Workforce Development Department can help you promote the webinar through the FTNYS listserv. This can count as CEUs for yourself and others.

Can I get credit for a college course, independent study, or another credential or certificate program?

Yes. You may get credit if it is related to the work you do as an FPA. Please seek prior approval from our office about eligibility of course work.

How do I submit proof of continuing education?

Please complete a **Continuing Education Form** (each CEU activity must be listed), attach relevant documentation for each activity and upload it into your FPA Renewal application. Documentation can

include: a certificate of completion, transcript, email confirmation of participation, a workshop agenda, a brief handout or a copy of the first page of a PPT. **Please only provide ONE form of documentation for each continued education activity.** We strongly recommend you complete the continuing education forms and gather documentation when you complete the actual continuing education activity. This way, you won't be struggling to track down documentation when the time comes for you to renew your FPA Professional Credential. A **sample Continuing Education Form** can be downloaded here: [FPA-Continuing-Education-General-Form-2020-Landscape-v2.pdf \(ftnys.org\)](#)

Can I renew my FPA Credential if I am not working?

Yes. The same renewal rules apply, you will need to provide documented proof of your continuing education hours. If you have any questions about proof of attendance, please contact us at FPAcredential@ftnys.org

How do I know how many continued education units (CEUs) to record?

You should record the number of hours you spend in active training. For example, if you attend a 2-hour workshop or webinar, you will record 2 hours. If you attend a 4-hour training with an hour break, you will receive credit for 3 hours.

Can I request/suggest continuing education topics to FTNYS?

YES! We always welcome your input on topics for our many continued education offerings we provide. To ensure we are providing the topics that will give FPAs the most benefit, your input is essential. Please reach out to the Workforce Development Department at FPAcredential@ftnys.org

Family Peer Advocate Credential Renewal Policy Change

A Focus on Diversity, Equity and Inclusion

Beginning with credentials expiring July 1, 2021, applicants for renewal will be required to **submit two hours of continuing education in Diversity, Equity and Inclusion (DEI)** in order to renew their credential. The DEI trainings will be included as part of the current 20-hour requirement at all renewals effective immediately.

Any training that promotes Diversity, Equity, and Inclusion (DEI) initiatives and addresses the experiences of historically marginalized communities such as **BIPOC, LGBTQIA+, faith, disability communities, and more**, are accepted. Keep this new requirement in mind as you prepare your renewal application and collect your continuing education activities.

Below is a list of trainings that we have compiled for your consideration. This list is just a starting point to help get you started and we welcome your suggestions!

If you have any questions, please contact us at FPACredential@ftnys.org

Diversity, Equity, and Inclusion Trainings

These offerings can help providers and organizations get a good foundational understanding of anti-oppressive practice, cultural humility, and what is needed to develop a more socially just practice.

Note: Trainings hosted on the Community Technical Assistance (CTAC) platform may require you to create/sign into a learner account.

[Supporting LGBTQ+ Youth and Their Families](#) (CTAC LMS Offering)

[Supporting Youth in the Coming Out Process](#) (CTAC LMS Offering)

[Creating Inclusive Environments in Peer Roles: Navigating Mental Health in the LGBTQ+ Community & Understanding Gender](#) (CTAC Webinar/Video)

[Cultural Humility](#) (CTAC LMS Offering)

[How Anti-Oppressive Practice Can Impact Our Work](#) (CTAC Webinar/Video)

[Becoming a Socially Just Organization: Why Should We Care and What Can We Do?](#) (CTAC Webinar/Video)

[Identity, Bias, and Cultural Humility: Connecting to Ourselves and Others](#) (CTAC Webinar/Video)

[Structural Racism & Mental Health](#) (CTAC Webinar/Video)

[Applying an Intersectionality Lens to Mental Health Service Delivery](#) (CTAC Webinar/Video)