



ABVE Certification

Professional Forensic Level

Dear Applicant:

Thank for your inquiry regarding the American Board of Vocational Experts. ABVE has set forth the following formalized standard for identifying persons for board certification as Vocational Experts.

Professional Forensic Certification (ABVE/P) is a vehicle to demonstrate minimum expert witness competence in forensic settings. ABVE Professional certification is designed to emphasize beginning and basic forensic and related analysis and procedural skills. ABVE Professional certification is available to individuals with at least a bachelor's level academic degree and significant technical expertise within a phase of vocational expert activity. ABVE Professional does not qualify a person for higher level certification without first satisfying Fellow or Diplomate level requirements. **In addition to paying annual dues, Certified Professionals must acquire 42 CEUs approved by ABVE during each three year certification cycle in order to maintain certification.**

This certification is designed for individuals who: (a) provide vocational case management, job placement, return to work planning, workers compensation services (b) testify about job requirements, transferable skills analysis and labor market surveys; (c) provide vocational assessment/evaluation services; or (d) offer testimony about vocational case management including but not limited to life care planning. ABVE Professional does not qualify a person for higher level certification without first satisfying Fellow or Diplomate level requirements.

Requirements for ABVE Professional Certification:

1. Be an active ABVE Associate Member.
2. Applicants shall have earned a bachelors level degree (by official educational transcript).
3. Applicants shall document at least three years overall experience in job placement/development, vocational testing, case management, life care planning about which brings the individual into providing occasional vocational or related testimony in administrative and forensic settings. Three letters of reference required.
4. The applicant for ABVE Professional certification shall submit at least one written work product for peer review. Such work product shall be acceptable to ABVE (following specific guidelines).
5. The applicant shall obtain an acceptable score on the ABVE National Certification Exam (Professional Edition).
6. ABVE Professional certification shall continue for a three year period and shall require renewal through continuing education or a successful score on the National Certification Exam and by attending the annual ABVE educational conference.
7. Sign and adhere to the ABVE Code of Ethics (*available at <http://www.abve.net/ethics.htm>*).

AMERICAN BOARD OF VOCATIONAL EXPERTS
3540 Soquel Ave., Suite A Santa Cruz, CA 95062
Phone: (831) 464-4890 Fax: (831) 576-1417
E-mail abve@abve.net Web site <http://www.abve.net>

The American Board of Vocational Experts recognizes and supports the policies and high professional standards of the various rehabilitation credentialing bodies. This view is all-encompassing but focused on the integrity and industry demand for high ethical policies and practice. ABVE maintains a strict ethics approach to take rapid action with professional members who are found to have violated one or more of these canons. It is with this philosophy that professionals who have been sanctioned by any vocational rehabilitation credentialing body with loss of membership will not be allowed to take the ABVE examination or hold the ABVE credential.

To be considered for certification, you must meet the above criteria and submit your application with accompanying documents requested. **The application fee of \$225 (USD) is nonrefundable.** References should be individuals who can attest to the applicant's knowledge in forensics work, and they should be attorneys, judges, insurance companies or other referral sources who have utilized the candidate in this regard. **Supervisors or co-workers are not acceptable.**

When headquarters receives your completed application, it will be reviewed by the Credentials Peer Review Committee. **If you pass peer review, you will be invited to sit for the exam.** On completion of the exam, you will be notified of the Committee's recommendations.

If you have any questions, please feel free to contact ABVE Headquarters offices at (831) 464-4890 or abve@abve.net.

Completed applications shall contain:

1. A completed application with non-refundable payment.
2. College Transcripts in a sealed envelope from the institution rendering the degree(s).
3. CV and/or resume.
4. 3 Letters of reference each in a sealed envelope.
5. Work product - redacted
6. Signed Code of Ethics.

All forms received shall be in a legible status, written in English or they will be returned to the applicant.

Education:

Dates Attended	Institution	Degree Earned

Professional affiliations: *(Please identify any offices held, past or present.)*

Have you ever had a certificate, license, or other professional credential suspended or revoked or have you been expelled from membership from any organization? Yes No

If yes, please list reason and date:

Have you ever been convicted of a felony? Yes No *If yes, please list reason and date.*

Current valid licenses and/or certifications:

Date	Type or Level

Area(s) of specialization:

List of any publications:

Date	Title	Publication

List of offices held in professional organizations:

Office	Organization	Dates

List of research accomplished (*if any, must apply to vocational issues*):

Date	Title	Where Published

Presentations to professional groups:

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Special awards and recognition:

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Other distinguished performance:

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List of teaching experience applicable to vocational issues:

Position	Institution	Dates

List of References: If necessary, use additional paper. All three references must provide evidence of a reference to your involvement in forensic work i.e., preparation of expert opinions regarding vocational capacity in litigated matters and in giving expert testimony regarding these opinions.

Name: _____		Phone: _____	
Email: _____			
Address: _____			
City: _____		State: _____ Zip: _____	
Name: _____		Phone: _____	
Email: _____			
Address: _____			
City: _____		State: _____ Zip: _____	
Name: _____		Phone: _____	
Email: _____			
Address: _____			
City: _____		State: _____ Zip: _____	

NOTE: You may provide more than three references, but the above three are required and must provide evidence to your experience in providing vocational or related testimony in administrative and forensic settings (e.g., job placement/development, vocational testing, case management, life care planning, etc).

WORK PRODUCT: Please provide a sample of your work, which clearly identifies your vocational forensic experience (e.g., a vocationally oriented report submitted for court hearings; copy of a deposition focused on job/occupational functioning; copy of testimony relevant to loss of earning capacity). It is not sufficient to provide a report that arises out of a non-litigated content. It must relate to a forensic matter.

Print your name as you wish it to appear on certificate, if awarded:

I, the undersigned, hereby make voluntary application to the American Board of Vocational Experts, (AB VE). I agree to be bound by the Code of Ethics adopted by AB VE if I am awarded certification and that failure to do so may result in suspension or revocation of my certification. I affirm that the information I have provided in this application is true and accurate. I agree to keep my professional activities in full compliance with all existing laws and not to junction beyond the limits of my competency. I further understand and agree that AB VE and its affiliates assume no responsibility for any of my activities and actions.

Signed: _____ **Date:** _____

*Application fee of \$225 (USD) issued to **American Board of Vocational Experts**. This fee is non-refundable. We accept personal check, MasterCard, VISA or Amex. This fee includes a processing fee and your annual dues.*

Check

Master Card

Visa

American Express

Credit Card Number: _____

Expiration Date: _____

Signature: _____

Please return to:

**American Board of Vocational Experts
Attn: ABVE Certification
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Santa Cruz, CA 95062**

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