

# The Approved Provider



Fall 2011

## 2012 Renewal Notices Coming Soon

Your 2012 renewal notice will be sent via email from [BOC@bocatc.org](mailto:BOC@bocatc.org) this month. *Be Certain.™* you receive your renewal notice by logging in to your BOC Approved Provider profile and verifying your contact information is correct.

## AT Recertification Changes That Affect You

### Recent Updates

- In May, the BOC posted an alphabetical listing of BOC Approved Providers. The listing was recently enhanced to include a resource chart with the following items:
  - Types of continuing education (CE) courses offered
  - Indication of CE offerings for other credentials
  - Discounts/special promotions
  - Cost range of courses offered

This enhancement will assist BOC Certified Athletic Trainers (ATs) in finding courses to better meet their needs. It also allows you to highlight your organization by providing more information about the CE opportunities you provide. Please take a moment to review your listing. If you missed the opportunity to complete the resource chart questionnaire, the BOC will be requesting your information again later this year.

- In an effort to be more "green," the BOC began providing electronic BOC certification cards and certificates 9/26/2011. The BOC encourages all ATs to print their card, carry it with them and save the email that contains the PDF file. Current ATs will receive an updated electronic card/certificate in December 2011 or January 2012. Keep this in mind if you require ATs to show their BOC certification cards for admittance in to a course or to verify their credential for employment.

### What's New for 2012?

- The BOC is returning to one common expiration date for recertification. By 3/31/2012, ATs with an expiration date of 2012, 2013 or 2014 will have their expiration date updated to 12/31/2013. Specifically, the following criteria will be implemented:
  - ATs certified prior to 2011 will have 75 CEUs due 12/31/2013
    - ATs required to report their CE by 12/31/2011 will receive a credit of 25 CEUs for 2012-2013 making their requirement 50 CEUs within the 2-year period
  - ATs initially certified in 2011 and 2012 will have their CEUs prorated

BOC Approved Providers will have an easier understanding of when CE deadlines are approaching and can better plan marketing strategies to ATs as a whole instead of segmented populations.

[Click here](#) for additional details.

- As a reminder, beginning 1/1/2012, the domains will change with the introduction of the newest *Role Delineation Study/Practice Analysis*. [Click here](#) for a synopsis of the new domain descriptions and task statements, which should be used when planning courses offered after 1/1/2012.

### Looking Forward to 2014

- In preparation for 2014 recertification requirements, the BOC is announcing plans to move from a 3-year reporting period to a 2-year reporting period. Currently, ATs are required to report 75 CEUs every 3 years. Beginning 1/1/2014, ATs will be required to report 50 CEUs every 2 years.

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[YouTube.com/boardofcertification](https://www.youtube.com/boardofcertification)

If you have questions, contact:  
Mindy Lindquist,  
Provider Relations Coordinator  
[MindyL@bocatc.org](mailto:MindyL@bocatc.org)

## *New BOC Approved Providers*

The BOC would like to welcome all new BOC Approved Providers since the spring 2011 issue of *The Approved Provider*. We encourage you to contact the BOC office at any time with questions, and we look forward to working with each of you.

ADAPT Training  
Allegheny Mountain Sports Medicine Foundation  
Arizona State University  
Association of Ringside Physicians  
Barton Healthcare Services  
Bay Area Sports Performance and Rehabilitation  
Beyond the Competencies  
Biogenesis Group  
Blanch Field Army Community Hospital  
Bluegrass Orthopaedics & Hand Care  
Boston Red Sox  
Brain Injury Association of Indiana  
California Academy of Physician Assistants  
Central College Athletic Training Education Program  
Continuing Education for You  
Department of Kinesiology - Saginaw Valley State University  
Howard Head Sport Medicine  
Image Physical Therapy  
Indiana Pacer Sports Medicine  
Jackson Madison County General Hospital  
Keffer Development Services  
Livingston Healthcare  
Loyola Marymount University  
Mercy Health System  
Mercy Sports Medicine  
Milestone Continuing Education  
Missoula Bone & Joint Physical Therapy & Sports Medicine  
Monson Orthopaedic Consulting, LLC  
Na Hiku Massage Therapy LLC  
New Way CEU, LLC  
Optim Healthcare  
OrthoCarolina Research Institute, Inc.  
Ortho-Kinetics Institute/Telos Fitness Center  
Orthopedic Care Specialists, Inc.  
Pacific NW Pilates  
Palm Beach Shoulder and Sports Medicine Foundation  
Performance Biomechanics  
Pinnacle Orthopaedics Research Institute  
Princeton Brain and Spine  
Progressive Manual Therapies  
Rady Children's Hospital - San Diego  
Rehab Seminars  
Rocky Mountain Youth Sports Medicine Institute  
Rodman Physical Therapy and Wellness  
SonoSite Inc.  
Southeast Georgia Health System  
Southeast Psych  
St. Joseph's Hospital & Medical Center  
Temple University Department of Orthopaedic Surgery & Sports Medicine  
The Orthopaedic Hospital/FWO  
The Philmore Group  
The University of Findlay  
Therapy in Motion  
TOMONA Athletic Training Body Aid  
Trinity Seminars  
United States Air Force  
University of South Carolina - ATEP  
University of the Incarnate Word

## *Featured Approved Provider*

It is very important that ATs are able to recognize BOC Approved Providers when looking at advertisements or attendance certificates. Therefore, the BOC recognizes BOC Approved Providers who follow the guidelines to help identify the BOC in these materials. A BOC Approved Provider is featured in each issue of *The Approved Provider* and *Certification Update*. The latest featured BOC Approved Provider is Educational Symposia located in Tampa, FL.

Educational Symposia has been a BOC Approved Provider since April 2011. As you can see in the advertisement below, Educational Symposia adheres to the policies found under "Business Practices" of the *BOC Approved Provider Guidebook*. Recently, the BOC asked Educational Symposia's Michele Reagan to comment on the benefits of being a BOC Approved Provider. This is what she had to say:

"Educational Symposia offers continuing medical education courses considered to be Mastery Level for BOC Certified Athletic Trainers (ATs). We support the efforts of the BOC to ensure the curriculums are thorough and challenging and that, ultimately, providers are bringing a healing mission to our ATs through their ongoing professional development.

The decision to become a BOC Approved Provider was simple. The website provided easy-to-follow directions but also gave clear guidelines on the marketing assistance (logo, mailing list, education calendar) available to the BOC Approved Provider. Educational Symposia has benefitted from the use of the BOC mailing list by targeting ATs for our upcoming *6<sup>th</sup> Annual Musculoskeletal MRI: Imaging in Sports Medicine Symposium*. We have increased our attendance and are giving ATs the experience of attending a rewarding and enriching educational program taught by experts in the field. Educational Symposia has made a strategic decision to become a BOC Approved Provider to build our business, and we are delighted to be partnering with the BOC."



If you would like to be considered for recognition as a Featured BOC Approved Provider, please submit your advertisements, evaluations and certificates of completion for review. You can email your electronic promotional materials to [MindyL@bocatc.org](mailto:MindyL@bocatc.org) or mail your printed promotional materials to:

Board of Certification • Attn: Provider Relations Coordinator • 1415 Harney St • Ste 200 • Omaha NE • 68102-2205

## *Mailing and Email List Discount*

The BOC has email addresses available for lease along with an email service. One of the many benefits of being a BOC Approved Provider is the discount you receive on leasing BOC lists, which are discounted - as low as \$0.09 per name.

You select the ATs and provide us the email content. The BOC then sends the email on your behalf. Not only are the discounted fees for this service competitive, but it saves you time.

Now is the perfect time to market your high-quality programs to those ATs who need to complete their CE requirements by the end of the year. Did you know the BOC is able to provide lists which include professional work setting as well as city, state, ZIP code and/or NATA districts? [Click here](#) for an order form. You will need to include a copy of your promotional material with your order form.

## *Are You Providing the Proper Documentation to Your Athletic Trainer Participants?*



Below is the proper verbiage for certificates depending on the type of activity.

**Live Event (includes webinars that meet BOC live event requirements)** - "Company Name is recognized by the Board of Certification, Inc. to offer continuing education for BOC Certified Athletic Trainers." This program has been approved for a maximum of (#) hours of Category A continuing education. Certified Athletic Trainers are responsible for claiming only those hours actually spent participating in the CE activity.  
BOC Approved Provider Number: PXXXX Number of hours actually participated:\_\_\_\_\_

**Home Study Course** - Company Name is recognized by the Board of Certification, Inc. to offer continuing education for Certified Athletic Trainers. This program has been approved for a maximum of (#) hours of Category A continuing education.  
BOC Approved Provider Number: PXXXX-XX

**Speaker** - The BOC awards CEUs for being a speaker; however, the BOC does this based on a letter of acknowledgement provided to the Athletic Trainer by the conference coordinator. A letter of acknowledgement is a type of thank you letter provided to the speaker which includes the following items:

- Date
- Speaker's name
- Title of his/her presentation
- Audience

## *Frequently Asked Question*

Q: What types of records must I keep?

A: Attendance records need to be maintained for 4 years. Brochures, course outlines, completed evaluation tools, certificates of attendance, and cancellation/refund policy need to be maintained until your next event. If an AT is selected for an audit, they may need a duplicate copy of a certificate from an event up to 4 years ago. If you are selected for an audit, the BOC requires submission of records from the most recent event.

## *Tell Us Why Being a BOC Approved Provider is Valuable to You!*

We want to hear from you! Tweet @BOCATC on [Twitter](#) with a phrase on why being a BOC Approved Provider is valuable to you. Please include @reply in your tweet so that we see all the entries. Your organization may be chosen to receive a 20% discount on a mailing or email list rental for up to a \$150 discount. Remember to connect with us on [Facebook](#), [Twitter](#) and [LinkedIn](#) and the BOC's [YouTube Channel](#). Read and subscribe to the new [BOC blog](#).

**Your feedback on *The Approved Provider* would be most appreciated.  
Thank you!**

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