



## Wisconsin Certified Parent Peer Specialist (CPPS) Recertification Continuing Education Requirements

The Wisconsin Parent Peer Specialist certification is valid for two years. In this two year period, 20 total hours of continuing education hours (CEH) and/or continuing education units (CEU) must be obtained to qualify for recertification. Recertification documents and the \$50.00 fee are due by January 31st every two years from the year you passed the exam.

A minimum of 3 hours is required in each of the following four categories. The remaining 8 hours may be in any category of your choosing as it relates to the parent peer specialist role. The conversion rate for CEU/CEH is: .1 CEU = 1 CEH.

Independent reading does not qualify as continuing education. Organized study groups with specific learning objectives, and facilitated by trained individuals with direct knowledge of the content discussed may count for continuing education hours. In this case, it is recommended that the curriculum and trainer biography be submitted to the Wisconsin Certified Peer Specialist Coordinator for approval.

- 1. Cultural Humility:** Cultural humility is the ability to strive to set aside individual cultural expectations and honor the fact that there are innumerable cultures and micro-cultures. It is a commitment to self-evaluation of individual beliefs, the understanding that people are experts in their own culture, and to being open to the idea that learning people's individual cultures is a continuous process. This may also be known as, "cultural competence," "cultural responsiveness," or "cultural awareness."
- 2. Ethics and Boundaries:** Ethics and boundaries is the ability to understand and maintain confidentiality and appropriate boundaries and to recognize when to seek guidance or consultation. This includes training on the Health Insurance Portability and Accountability Act (HIPAA) and ethical decision-making models.
- 3. Parent peer specialist specific:** Parent peer specialist specific training builds skills specific to the population served. Examples include motivational interviewing, peer support, individualized education program (IEP) development, systems of care, serious emotional disturbance, or substance use disorders.
- 4. Child/adolescent development or parenting:** Child/adolescent development or parenting builds awareness and skills that may assist families as they engage with peer support services. Skills can be gained from an understanding of the physical, social, psychological, and cognitive development of young people and successful parenting strategies involved with each stage.

The recertification form is available below and at: <https://uwm.edu/sce/parent-peer-specialist-recertification/> or [www.wicps.org](http://www.wicps.org). Send the form to the address listed on the first page.

**Certified Parent Peer Specialists are solely responsible for maintaining their continuing education hours and providing documentation of completion to the University of Wisconsin-Milwaukee (UWM). Random audits may occur within the year of recertification. It is recommended that documentation of attendance and training materials be available for the year following the recertification application.**

For further information on the recertification process, contact:

Gaochi Vang

Peer Specialist Program Manager

608-716-7335

[gaochiv@accesstoind.org](mailto:gaochiv@accesstoind.org)

[www.wicps.org](http://www.wicps.org)

(Last updated: October 2022)

Please return form(s) and \$50.00 recertification fee to:  
 UW -Milwaukee School of Continuing Education  
 Gloria T. Lane  
 161 W. Wisconsin Ave. Suite 6000  
 Milwaukee, WI 53203-2602

Check is to be made out to:  
 UW-Milwaukee School of Continuing Education

Your form and \$50 fee must be postmarked no later  
 than January 30th of the year your recertification is  
 due.

Name: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Wisconsin Certified Parent Peer Specialist (CPPS)  
 Recertification Continuing Education Hours Report\*

- All CPPS must document at least 20 hours of continuing education for recertification purposes.  
 Please use this form to document on-going educational hours.

Required areas of education are: Cultural Humility, Ethics and Boundaries, Parent Peer Specialist Specific, Child/Adolescent Development or Parenting. Please  
 note which area each event falls under OR list the topic if it falls outside of these requirements.

**\*You must have at least 3 hours in each required area. Please do not submit copies of certificates!**

Name of Event	Host agency or conference name	Date of event	Speaker Name/ Credentials	Number of training hours	<b>REQUIRED* Topic Areas</b>
					Cultural Humility
					Ethics and Boundaries
					Parent Peer Specialist Specific
					Child/Adolescent Development or Parenting
					<b>Additional Continuing education below this point</b>

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Name of Event	Host agency or conference name	Date of event	Speaker Name/ Credentials	Number of training hours	<b>Required*</b> Topic Areas

Continued page 3

Name: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Event	Host agency or conference name	Date of event	Speaker Name / Credentials	Number of training hours	<b>Additional Continuing Education</b>

Name: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL HOURS (20 Required): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_