



## Wisconsin Certified Peer Specialist Recertification Continuing Education Requirements

The Wisconsin 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 August 30th every two years from the year you passed the exam.

A minimum of 1.5 hours is required in each of the following six categories. The remaining 11 hours may be in any category of your choosing as it relates to the 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:** To acquire the knowledge and skills to set aside individual cultural expectations and honor the fact that there are multiple cultures. Gaining knowledge and skills to better interact effectively with people of all classes, ethnic backgrounds, gender identities, languages, races, religions, sexual orientations, and other diverse factors. A continued commitment to self-evaluation of individual beliefs, the understanding that people are experts in their own culture, and 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, cultural awareness, cultural curiosity, and cultural sensitivity.
- 2. Ethics and Boundaries:** To acquire the knowledge and skills to be able to understand and maintain confidentiality, establish appropriate boundaries, and recognize the need to seek guidance or consultation from a supervisor. This could include training on the Health Insurance Portability and Accountability Act (HIPAA), ethical decision-making models, self-cares, and techniques of self-disclosure of lived experience. *Reference the Wisconsin Certified Peer Specialist Code of Ethics for further knowledge and skill development.*
- 3. Substance Use Specific:** To acquire knowledge and skills in supporting people experiencing challenges with substance use. This knowledge and skill development can include learning about neuroscience as related to addiction, current trends in substance misuse, treatment options, recovery-oriented systems of care, various peer support options, and recovery communities. *Reference the*

*Core Competencies for Wisconsin Certified Peer Specialists for further knowledge and skill development.*

- 4. Mental Health Specific:** To acquire knowledge and skills in supporting people experiencing mental health challenges. This knowledge and skills development can include learning about neurosciences as related to mental health, treatment options, recovery-oriented systems of care, various peer support, and recovery communities. *Reference the Core Competencies for Wisconsin Certified Peer Specialists for further knowledge and skill development.*
- 5. Trauma-Informed Care:** To acquire knowledge and skills in supporting people with histories of trauma that recognizes the presence of trauma symptoms and acknowledges the role that trauma played in their lives.
- 6. Peer Specialist Specific:** To increase the knowledge and skills in the role of a Certified Peer Specialist (CPS) while supporting peers and working with staff. This knowledge and skills development can include information on what makes this role unique, such as: encouraging risking connections, supporting mutuality, and moving away from the expert/novice roles. Continuing education to assist the CPS in becoming a co-experiencer of lived experience, finding a personal recovery path, creating greater community connection, and creating a meaningful life as defined by the peer receiving services. This training may include recovery action plans, person-centered planning, motivational interviewing, trauma-informed care, etc., if provided specifically with the application of best practices in the CPS role. *Reference the Core Competencies for Wisconsin Certified Peer Specialists for further knowledge and skill development.*

The recertification form is available at: [www.sce-peerspecialist.uwm.edu](http://www.sce-peerspecialist.uwm.edu) or [www.wicps.org](http://www.wicps.org). Send the form to the address listed on the first page.

**Certified 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:

Tim Saubers

Wisconsin Peer Specialist Program Manager

608-242-8484 ext 232 or 1-800-362-9877 ext. 232

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

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

(Last updated: July 2020)

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 August 30th of the year your recertification is  
 due.

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

Wisconsin Certified Peer Specialist  
 Recertification Continuing Education Hours Report\*

- All Certified Peer Specialists 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, Trauma-Informed Care, Substance Use Specific, Mental Health Specific and Peer Specialist Specific. Please note which area each event falls under OR list the topic if it falls outside of these requirements.

**\*You must have at least 1.5 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
					Substance Use Specific
					Mental Health Specific
					Trauma-Informed Care

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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
					Peer Specialist Specific
					<b>Additional Continuing education below this point</b>
					Continued page 3

<b>Name:</b> _____
<b>Phone #:</b> _____ <b>Email:</b> _____
<b>Address:</b> _____
_____
_____

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

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