The child life profession is a dynamic, challenging, and often competitive discipline that demands excellence from its practitioners. In traditional hospital settings and beyond, child life specialists are responding to a wide variety of complex issues by applying their unique body of knowledge and skills. As child life professionals are continually challenged to demonstrate their value and expertise to satisfy employer expectations, those individuals who have documented a basic mastery of child life theory and practice – and have the initiative to learn new skills – will become increasingly valuable to their organizations.

The Certified Child Life Specialist (CCLS) credential is the exclusive designation issued by the Child Life Council (CLC), the leading membership association serving child life professionals. Certification is a vital step for child life specialists looking to sharpen their professional edge. The CCLS credentialing program is a voluntary, rigorous, examination-based professional certification credential. The requirements for certification are based on academic and clinical experiences, and successful completion of the Child Life Professional Certification Examination and are detailed herein.

**Why Become Certified?**

- **Professional Identity:** Earn the exclusive right to identify yourself as a Certified Child Life Specialist (CCLS), the only credential issued in the child life profession
- **Recognition:** Achieve formal acknowledgement of your professional accomplishment
- **Advancement:** Benefit from enhanced career opportunities, with the potential for increased salary
- **Respect:** Validate your specialized knowledge and expertise to peers, management and other interdisciplinary colleagues.
- **Growth:** Dedicate yourself to continued professional excellence through education and professional development
- **Esteem:** Improve your credibility with hospital administrators and the general public
- **Passion:** Demonstrate your commitment to the child life profession
- **Pride:** Enjoy elevated self-esteem and satisfaction in your work

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**Contents:**

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Exam Application
Clinical Experience Verification Form
Child Life Course Verification Form

Please read this document carefully!
Any questions should be directed to certification@childlife.org.
What is child life certification?

Child life certification is the process by which, after verification that an individual has met predetermined and standardized criteria, he/she is granted a time-limited recognition and use of the Certified Child Life Specialist (CCLS) credential.

The Child Life Professional Certification Program is administered by the Child Life Certifying Committee (CLCC), Child Life Council (CLC) staff, and a professional testing agency. The program fosters uniform standards of practice and ethical conduct among child life specialists, while it enhances the status and credibility of the profession. In addition, child life certification promotes protection for the general public from untrained individuals entering into an inappropriate relationship with children and families.

To achieve the CCLS credential, each candidate must satisfy all educational and experiential requirements established by the CLCC, and must demonstrate an acceptable level of knowledge of child life theory and practice by successfully completing the Child Life Professional Certification Examination. The eligibility requirements for the exam are applied fairly, impartially, and consistently with applicable laws, including all US government nondiscriminatory statutes and laws.

Those who successfully complete the exam become certified for a five-year period. During this five-year cycle, CCLSs are required to pay maintenance fees, and in the fifth year of the cycle they must recertify, either by retaking the exam or through verification of required Professional Development Units (PDUs).

Certification is granted independently of a candidate’s membership in CLC.

How do I become a Certified Child Life Specialist?

Applicants for certification must establish eligibility before they are seated for the Child Life Professional Certification Examination. Eligibility requirements are explained on the following pages.

There are no exceptions made to the requirements. Establishing eligibility for, taking and passing the Child Life Professional Certification Examination is the only way to become a Certified Child Life Specialist.

Recent Changes to Eligibility Requirements Now in Effect:

All applicants are required to successfully complete a minimum of one child life course taught by a CCLS as part of the course work requirement.

All applicants are required to successfully complete their bachelor's degree on or before the application deadline for the exam for which they are applying. Applications from students anticipating graduation are no longer accepted.

All applicants are required to complete a minimum of 480 hours of clinical training through an internship or fellowship. Paid work experience is no longer accepted.
Eligibility Requirements

To be seated for the exam, candidates must complete all eligibility requirements in effect for the exam administration for which they are applying. Requirements must be met on or before the application deadline. Eligibility requirements are subject to change.

1. Baccalaureate Degree

Applicants must have successfully completed a bachelor’s degree (in any field of study).

Answers to Frequently Asked Questions about the Degree Requirement are on page 4.

2. Course Work

Applicants must have completed a total of 10 college-level courses in child life or a related department/subject including a minimum of one child life course taught by a Certified Child Life Specialist (CCLS).

The required child life course must have a focus on children in the healthcare environment and must be taught by a CCLS. All of the following applied areas of study must be included in the course:

- Child Life Documents
- Scope of Practice
- Family-Centered Care
- Child Life
- Child Development
- Family Development
- Human Development
- Family Dynamics
- Psychology
- Counseling
- Sociology
- Therapeutic Recreation
- Expressive Therapies (only courses that cover the therapeutic applications of play, music, dance, art will be accepted; fine arts courses are NOT accepted)

The remaining 9 required courses must fall into one of the following three categories:

1) Any course that is offered by the college/university departments listed below will count toward the requirement.

- Nursing
- Social Work
- Recreation Administration
- Education (Methods courses for specific subjects, student teaching and other non-related education courses are NOT accepted.)

2) Courses offered by the following college/university departments will be considered on a case-by-case basis. Only those with a clear connection with the Exam Content Outline (see page 21) will be accepted. Candidates may be required to supply supporting documentation such as course descriptions or syllabi for courses from these departments.

- Counseling
- Sociology
- Therapeutic Recreation
- Expressive Therapies (only courses that cover the therapeutic applications of play, music, dance, art will be accepted; fine arts courses are NOT accepted)

3) Courses on the following topics will be accepted regardless of college department:

- Death & Dying
- Biomedical Ethics
- Cultural Diversity (Courses in world religions or that pertain to a single culture do not fall into this category.)

Answers to Frequently Asked Questions about the Course Work Requirement are on page 5-6.

3. Clinical Experience

All exam applicants must complete a minimum of 480 hours of child life clinical experience through an internship or fellowship under the direct supervision of a CCLS.

Clinical experience hours may only be earned through a child life internship or fellowship. Paid work experience, volunteer, and practicum hours are not accepted. Other types of experience (outside the child life profession) are not accepted.

In order to be eligible to supervise the clinical experience, a CCLS must maintain child life certification throughout the supervisory period, have a minimum of 4,000 hours of paid child life clinical experience prior to the start of the supervisory period, and take responsibility for the educational development and guidance of the candidate in the clinical setting.

Answers to Frequently Asked Questions about the Clinical Experience Requirement are on page 7.
Frequently Asked Questions

General
I was previously certified, but my certification lapsed or expired. Am I still eligible to take the exam?
All candidates must meet the current eligibility requirements regardless of past certification status. CCLSs whose certification has lapsed or expired must re-establish eligibility by starting the application process anew. They must complete all portions of the exam application, pay the initial exam fee, document the completion of the current eligibility requirements, and successfully complete the examination.

I have already established eligibility but didn’t take (or pass) the exam. What do I need to submit in order to register for the exam again?
Provided that the eligibility requirements have not changed since you established eligibility, you would still be eligible to sit for the exam. Candidates who have previously established eligibility under the current eligibility requirements, may skip step 8 - submitting supporting documentation - of the application process (see pages 10-11 for details).

Please note that CCLSs whose certification lapsed or expired MUST start the application process from the beginning, submitting all necessary documentation in order to re-establish eligibility.

Am I required to be a member of the Child Life Council to be eligible for certification?
Candidates for certification are not required to be members of the Child Life Council. However, CLC members receive discounted rates on publications to prepare for the exam, examination fees, and certification fees once certified.

Baccalaureate Degree
Do I need a degree in child life to obtain certification?
You are not required to obtain a degree in child life in order to be eligible to take the Child Life Professional Certification Exam. Your bachelor’s degree can be completed in any field of study. Please see note on page 18 about an upcoming change to the degree requirement.

How can I locate a college or university that offers a child life degree? Which schools have the best child life programs?
For those interested in obtaining a degree specific to child life, the Students, Interns, & Educators section of the CLC website offers resources designed to help you make important decisions about choosing an academic program, including a self-reported list of child life academic programs in the US and Canada, and a guide to selecting an academic program.

Please note, because CLC does not currently offer an accreditation program for academic institutions, we cannot provide official or unofficial opinions regarding the relative merits of child life academic programs. We encourage you to contact programs directly for more information, and to determine which academic program is right for you.

If I’m still in school working on my bachelor's degree, can I take the exam?
All applicants are required to successfully complete their bachelor’s degree on or before the application deadline for the exam for which they are applying. Applications from students anticipating graduation are no longer accepted.

Course Work
Do the required courses have to be taken for college credit?
Yes. Non-credit or audited courses are not accepted.

Do the required courses have to be taken as part of a degree program?
The required courses can be taken as part of or in addition to a degree program. Check with your college/university about enrollment requirements.

Do the required courses have to be 3-credit classes?
No. There is no minimum number of credit hours per class.

Where can I take the required courses?
Courses meeting the requirement may be taken at any college or university that has been accredited by an organization that is recognized by either the US Department of Education or the Council on Higher Education Accreditation or the international equivalent.
Can the required courses be taken online?

Yes. Courses may be taken either in-person or online.

Am I required to take any child life-specific courses?

Yes, all candidates must complete at least one child life course and that course must be taught by a Certified Child Life Specialist.

Why am I required to take a child life course?

CLCC seeks to ensure that individuals pursuing a career in child life will be proficient in their future practice by requiring an academic background that includes knowledge essential to child life practice. Academic courses that prepare, support, and provide a solid academic and practical foundation for students allow them to build a foundation of knowledge in the core competencies of child life.

Why does the child life course have to be taught by a Certified Child Life Specialist?

When preparing students for areas of specialty such as child life, having content experts providing instruction is of great value. Those who have earned the CCLS credential by successfully completing the Child Life Professional Certification Exam have demonstrated a level of expertise in child life that helps make them uniquely suitable to instruct aspiring child life practitioners.

Can the child life course be co-taught by a non-CCLS?

No. All instruction must be provided by a CCLS.

How do I find a child life course taught by a CCLS?

The required course may be completed at any fully-accredited academic institution provided the required curriculum and instructor requirements are met. There is a list of academic institutions that have reported that they offer a child life course taught by a CCLS in the Students, Interns, & Educators section of the CLC website. CLC is not responsible for, nor does it endorse, the content or quality of any of these courses. Prospective students are encouraged to contact the institutions listed at the following link for specific information: http://childlife.org/StudentsInternsEducators/AcademicStudents/ChildLifeCourse.cfm.

What is a Child Life Course?

A group of CCLSs defined the curriculum requirements for this course. The required areas of study and other requirements are outlined on the Child Life Course Verification Form (see pages 27-28).

The required child life course must have a focus on children in the healthcare environment and must be taught by a Certified Child Life Specialist (CCLS). **All of the following applied areas of study must be included in the course.**

**Required Topics of Study**

1. **Child Life Documents** - This will provide knowledge and understanding of the Official Documents of the Child Life Council (CLC) including the Code of Ethical Responsibility, Child Life Competencies, and Standards of Clinical Practice, the Child Life Mission, Values and Vision Statements, and the Code of Professional Practice.

2. **Scope of practice** – This will provide an introduction to the spectrum of child life practice in direct and non-direct services in pediatric health care including a historical review of the profession and its development in the evolution of children’s healthcare.

3. **Impact of illness, injury and health care on patients and families** – This will illustrate, within the context of developmental theory, the stressors and developmental and psychosocial treatment issues that affect the health care experience of a “child and family” including siblings.

4. **Family-Centered Care** - This will provide an understanding of the key principles of patient- and family-centered care, including principles of respect and dignity, information sharing, supporting participation in care, and collaboration in relationship to child life practice.

5. **Therapeutic play** - This will provide students with opportunities to examine elements of play, benefits of play, and various therapeutic play modalities for the clinical setting.

6. **Preparation** - This will include both historical and current perspectives on the rationale for, and techniques and outcomes of preparation, as well as accepted preparation methods for healthcare encounters and life-changing events.

It is the student’s responsibility to provide the CCLS instructor with a copy of the Child Life Course Verification Form (see pages 27-28). The CCLS instructor is expected to complete and sign the form and provide a copy to the student upon successful completion of the course. It is incumbent upon the instructor to use the form to identify the topics covered in the course.** It is the student’s responsibility to save all necessary verification forms that demonstrate coverage of the six areas of applied study.* Without this documentation, the requirement will not be considered satisfied.

*Academic programs may choose to provide coverage of these six topics in more than one course as long as each course covering the areas is taught by a CCLS. In such cases, a Child Life Course Verification Form must be submitted for each course, providing confirmation that the applicant received instruction from a CCLS in each of the required topics of study.

**At this time, neither CLC nor CLCC will pre-approve courses; it is an instructor’s responsibility to confirm which topics are covered in their course.

Additional details can be found at: http://www.childlife.org/files/Revised%20CW%20Requirement.pdf
Do I have to submit a transcript for the child life course in addition to the Child Life Course Verification Form?

Yes, the child life course must appear on an official college/university transcript with a passing grade and the applicant must provide the Child Life Course Verification Form(s) (see pages 27-28), signed by the CCLS showing that all six required topics of study were covered.

My child life course did not cover all of the six required topics. What do I need to do?

Academic programs may choose to provide coverage of the six topics in more than one course as long as each course covering the areas is taught by a CCLS. In such cases, a Child Life Course Verification Form (see pages 27-28) must be submitted for each course, providing confirmation that the applicant received instruction from a CCLS in each of the required topics of study.

As a result candidates may need to submit up to six verification forms (see pages 27-28). Other candidates will only need to submit one form.

I'm taking my internship for college credit. Can this count as my child life course taught by a CCLS?

No. A child life internship or practicum taken for college credit cannot be used to satisfy this requirement. Candidates must have BOTH an internship/fellowship AND a child life course taught by a CCLS before applying for the certification exam.

I took my child life course a while ago and don't have a Child Life Course Verification Form. Can I still use the course to establish eligibility?

Without the verification form (see pages 27-28) courses cannot be used to meet the requirement for a child life course taught by a CCLS. However, they may count toward the other 9 courses that are required.

I am enrolled in classes, but they won't be complete before the application deadline for the exam I want to take. Can I establish eligibility in anticipation of completing the required courses?

No. All of the required course work must be complete on or before the exam application deadline for the administration for which you are applying. If any of the required courses are not complete by that date, applicants must wait for a future exam date. Completion must be documented on an official transcript.

I don't know if the classes I've taken will count; can my transcript be reviewed before I apply for the exam?

You have the option to request a course work review from now until September 1, 2014. CLC will review up to 15 completed courses as reported on your transcripts to determine if specified courses fulfill the current eligibility requirements. In-progress courses are not reviewed. CLC accepts unofficial transcripts for Course Work Reviews. See below for more information.

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**IMPORTANT INFORMATION ABOUT THE COURSE WORK REVIEW SERVICE**

The Course Work Review service will be suspended as of September 1, 2014 and will be replaced by a new Eligibility Assessment Service which will be introduced as part of an updated two-step exam application process in mid-October 2014.

**Step 1 - Eligibility Assessment** AND **Step 2 - Exam Registration**

In step 1, applicants will log into their profile, pay a fee for the Eligibility Assessment, and immediately begin entering their eligibility information, including course work. During this period, applicants will be able to save their work and return to their application at any time to monitor their progress towards eligibility. Because many child life internship programs require applicants to document that they have met the academic requirements, a report similar to the Course Work Review results will be available for the applicant to print at any time during the Eligibility Assessment period.

Once eligibility is established, the applicant’s status will change to “candidate,” and he or she may proceed to step 2 - paying the separate exam fee and registering for an exam administration.

The Eligibility Assessment Fee will be a one-time fee if the candidate successfully completes the examination prior to any changes to the eligibility requirements. However, if the requirements change, the candidate’s status will return to “applicant” pending a new assessment.

Remember, the Course Work Review service will not be available after September 1, 2014. It is expected that the Eligibility Assessment will become available in mid-October. No Course Work Reviews or Eligibility Assessments will be completed between these dates. Course Work Review materials that are received in the CLC office after September 1, 2014 will NOT be processed.

CLCC is implementing this new process as part of an overall effort to streamline the exam application experience, to provide applicants with a user-friendly tool for monitoring their progress toward establishing eligibility, and to prevent those who are not eligible from making payment for the certification exam prematurely.
Clinical Experience

How do I get the clinical experience?

As the certifying body for child life specialists, CLCC is limited as to the level of assistance we can provide for internship placement. We encourage candidates to contact facilities directly to locate programs and to determine if they are qualified for placement. It is the prerogative of the hiring institution to set the requirements for internship positions, which vary among institutions and may include things that are not required by CLCC.

The CLC Child Life Clinical Program Directory can be a helpful tool in locating potential sources of clinical experience. Child life programs from around the world have provided key contact information and details about their respective organizations, including internship information. The Directory is available through CLC Community. This is only accessible to members of CLC. For more information about membership, please visit http://www.childlife.org/Membership/.

Can I use hours that I have worked as a child life specialist or child life assistant to meet the clinical experience requirement?

The required clinical experience hours must be earned through a structured learning experience such as a child life internship or fellowship. Paid work experience is no longer accepted to meet this requirement.

Can I use hours that I have worked with children outside the child life profession to meet the clinical experience requirement?

Other types of clinical experience may not be substituted for any portion of the clinical hours. All 480 hours must be obtained through an internship or fellowship in child life.

What if my internship ends after the exam application deadline?

A minimum of 480 hours must be completed on or before the exam application deadline. If the internship is longer than 480 hours, CLCC does not require that the internship be completed by the deadline. Ultimately it is left to the internship supervisor’s discretion to sign the Clinical Experience Verification Form (see final pages of this document) prior to the conclusion of the internship. However, if you will not have completed 480 hours by the exam application deadline, you must wait and apply for another exam administration.

Can I obtain the hours at more than one site?

Yes. If an institution is offering a term shorter than 480 hours, then you will need to acquire additional hours at another facility. You must submit a Clinical Experience Verification Form (see final pages of this document) signed by your supervisor from each site where you obtained your clinical training.

Do the clinical hours I completed in the past still count?

Yes, provided that the hours meet the current requirements and can be documented on a Clinical Experience Verification Form. PLEASE NOTE: Older versions of this form do not include all of the necessary elements to establish eligibility under current requirements. The Clinical Experience Verification Form (see final pages of this document) has been revised. All clinical experience completed after January 1, 2011 MUST be documented on the NEW version of the form. Older versions of the form will NOT be accepted for clinical training completed after January 1, 2011.

Prior to 2006, supervisors were not required to meet a minimum number of paid child life work experience hours. If a candidate was deemed eligible prior to 2006 using clinical experience under a supervisor who does not meet the new requirements, they forfeited their eligibility effective January 1, 2006.

Joining Child Life Council

Although CLC membership is not required in order to be certified, CLC Membership makes sense! By joining CLC and taking advantage of significant discounts on certification fees and study materials, you will benefit from savings that will more than make up for the cost of your first year of membership.

For more information on CLC membership, please visit the CLC website.
Completing the Exam Application

It is the applicant's responsibility to submit all components of the application on or before the application deadline. To maintain the credibility of the certification program, exceptions to deadlines are not granted for individual candidates.

In the event that the application deadline falls on a non-business day, the next business day will become the deadline.

Due to differences in educational systems in other countries, CLCC requires candidates who were educated in countries other than the United States or Canada to submit their applications earlier than other applicants. This will allow time for CLC staff to confirm that the educational experience meets CLCC eligibility requirements.

The application for the Child Life Professional Examination is available online for those paying by credit card (Visa or MasterCard). Completing the application online will give you instantaneous confirmation of your application submission. If you are paying by check, online application is not available.

Note: the process for application outlined on these pages is for those applying for the 2014 exam administrations only. The Candidate Manual will be updated to reflect an updated application process for those applying for the 2015 and subsequent exam administrations. Please see note on page 6.

It is recommended that candidates use the online application process; however, paper copies of the application will also be accepted. IMPORTANT: When mailing any application materials, it is strongly recommended that you use a delivery service that will provide you with confirmation of their receipt. Due to the volume of incoming materials, CLC cannot confirm receipt of documents submitted. Although we do accept faxed applications, we discourage this method because it tends to be unreliable and fax transmissions are often difficult to read. Faxed transcripts are NOT accepted.

The application process consists of 8 steps which are detailed on the following pages:

1. Providing Contact Information
2. Select Your Exam Administration and Request Special Accommodations
3. Documenting Baccalaureate Degree
4. Documenting Course Work
5. Documenting Clinical Experience
6. Statements of Understanding and Background Questions
7. Payment
8. Supporting Documentation: In addition to the exam application form, all applicants are required to provide appropriate supporting documentation.

Upcoming Examination Dates

<table>
<thead>
<tr>
<th>Application Deadline</th>
<th>Application Deadline for individuals educated outside of North America</th>
<th>Examination Dates (Computer-Based Testing Window)</th>
</tr>
</thead>
</table>

Apply Online!

IMPORTANT ONLINE APPLICATION INFORMATION

If you have a record in the CLC database, please log in prior to starting the application process. You can then access the application process through your user profile. If you do not log in, you will not receive appropriate member discounts, and any previously submitted information may not be correctly recorded.

If you are applying for a new membership or membership renewal along with your application for the certification exam, you must make your membership payment FIRST in order to receive the member discount on exam fees.

If you do not remember your login information, please click on the Forgot Password? link for a reminder.
Step 1. Providing Contact Information

Please provide accurate contact information. It is your responsibility to update your profile with any changes, so that your certification-related correspondence is properly directed. CLCC and CLC are not responsible for delays due to mail forwarding. You can make updates to your information directly in your online user profile.

Step 2. Select Your Exam Administration and Request Special Accommodations

Online Application Tip: Select your exam administration from the drop down box.

Please see page 8 for upcoming exam dates and deadlines.

All examination sites are fully accessible and compliant with the Americans with Disabilities Act. Special testing accommodations require documentation and are scheduled subject to approval upon review of the required documentation.

Candidates for whom English is a foreign language and/or those with a visual, orthopedic, speech or hearing impairment, other health or physical impairment, a specific learning disability, or a psychological or mental disorder that requires modifications to the usual testing environment can apply for special accommodations. Only those candidates who have been granted this approval in advance will receive special accommodations during testing.

Online Application Tip: To request a special testing accommodation select “Yes” from the drop-down menu. Provide a brief description of the accommodation you are requesting in the box provided.

To complete your request you must complete the Special Accommodations Application Packet found at http://www.childlife.org/files/SpecialAccommodationsPacket.pdf

In order to be considered for a special accommodation, the completed packet must be submitted with your application or with your supporting documentation if you have applied online. All materials must be received on or before the exam application deadline.

Step 3. Documenting your Bachelor’s Degree

Indicate the degree you have received, the name of the academic institution and the location (city and state/province). See page 4 for degree requirement FAQs.

Step 4. Documenting your Course Work

Applicants are required to list on the application 10 courses to be reviewed by CLCC. DO NOT write “refer to transcript” in this space. We recommend that candidates list two alternate courses as well, in case any of the 10 listed is not accepted.

For each course, indicate the university course number, course title, institution where the course was taken, the term during which it was taken, and the year in which it was taken. Applicants who have completed the optional Course Work Review should enter courses that were marked “yes” on the results page. These results are not automatically populated into the exam application and must be entered manually.

An example of a correctly documented entry is:

<table>
<thead>
<tr>
<th>Course#</th>
<th>Course Title</th>
<th>Institution</th>
<th>Term</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 101</td>
<td>Child Dev.</td>
<td>Sample Univ.</td>
<td>Fall</td>
<td>2008</td>
</tr>
</tbody>
</table>

See pages 4-6 for course work requirement FAQs.

ONLINE APPLICATION TIP

Be sure to have all the information you will need to complete your online application before you begin! You will not be able to save your work and finish later.
**Step 5: Documenting your Clinical Experience**

For applicable clinical experience, indicate the name of the institution where you completed your training, its location (city, state/province), the start and end dates, your CCLS supervisor’s name, and the number of hours earned. Indicate if the hours were performed as part of an internship or fellowship. Paid work is no longer accepted to fulfill this requirement.

You may submit hours from multiple institutions to achieve the minimum total of 480 hours.

**ALL 480 HOURS MUST BE COMPLETED ON OR BEFORE THE EXAM APPLICATION DEADLINE.**

See pages 7 for clinical experience requirement FAQs.

**Step 6. Statements of Understanding and Background Questions**

All candidates must agree to the Statements of Understanding, either through the online application process or by signing a paper copy of the application. By doing so, candidates attest that all of the information contained in the Statements of Understanding is true, including that they have read, understood and agree to all of the certification policies outlined in the Candidate Manual. Applications submitted without this agreement will not be considered by the CLCC.

Check “yes” or “no” for all listed background questions. If you answer “yes” to any of the questions on the list:

1. You cannot submit your application using the online process; you must send a paper copy to the CLC office, and
2. You must provide background information for each “yes” answer, which will be reviewed by the Ethics Committee.

**Step 7. Payment**

Examination fees help offset the costs of the general development of the Child Life Professional Certification Examination, as well as the costs specific to the administration of the exam (e.g. application processing, facility fees, testing agency service fees, score processing).

**Please note:** Once candidates are certified, additional certification fees will apply. Candidates who successfully complete the certification process will be required to pay these mandatory fees to maintain their certification through the 5-year certification cycle. Please thoroughly review the information about anticipated fees associated with maintaining certification on page 19 of this manual.

The online application process requires payment via Visa or MasterCard. Be sure to print your confirmation page as a record of your payment for your records.

Check payments should be made to the order of Child Life Council and mailed with a paper copy of the application to CLC. There is a fee of $25.00 U.S. for returned checks.

**Step 8. Providing Supporting Documentation**

All candidates are required to send supporting documentation needed to establish eligibility. Only complete applications with the required supporting documentation will be reviewed by the CLCC. However, if you have taken the exam previously, this step may not be necessary; see page 4 for more information.

Documentation presented in a foreign language must be translated into English, at the applicant’s expense, by a professional translation agent with a notarized signature or stamp attesting to the accuracy of the contents.

We strongly encourage candidates to send their supporting documentation using a delivery method that will provide them with receipt confirmation. Due to the heavy volume of exam applications and supporting materials that come into our office, we are unable to provide email or phone confirmation of the receipt of materials. Applicants should use the courier receipt to confirm that their materials were successfully delivered to our office.

If there is a problem with your application or if something is missing, you will be notified and given an opportunity to remedy the situation.

### Examination Fees

<table>
<thead>
<tr>
<th></th>
<th>CLC Members</th>
<th>Non-members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial Examination</td>
<td>$325.00 U.S.</td>
<td>$475.00 U.S.</td>
</tr>
<tr>
<td>Subsequent Examinations (if necessary)</td>
<td>$250.00 U.S.</td>
<td>$400.00 U.S.</td>
</tr>
</tbody>
</table>
REQUIRED DOCUMENTATION

Whether you are applying online or sending a paper application, you are required to submit the following:

1. Bachelor's Degree Documentation Required:
   An original OFFICIAL* transcript from the college/university conferring the degree, which shows the type of degree granted and the date conferred. Please confirm that the transcript is printed after the date your degree was conferred.

2. Course Work Documentation Required:
   Child Life Course Verification Form(s) (see pages 27-28) showing the successful completion of one or more child life courses taught by a Certified Child life Specialist covering all six of the required applied areas of study.
   
   AND

   An OFFICIAL* transcript from each college or university where the 10 courses were completed.
   
   • All 10 courses must appear on the transcript(s) with a passing grade.
   • No in-progress courses will be accepted.
   • Transferred courses from another school must have a passing grade listed on the transcript or be documented by another OFFICIAL* transcript from the original college/university.
   • Online education courses must be reflected on an OFFICIAL* transcript with a passing grade.

   *NOTE: “OFFICIAL” is defined by each college or university; for details, please check with the school's Registrar's Office. Faxed and photocopied transcripts are not accepted. Emailed transcripts are only accepted if sent directly by the academic institution and are considered official by the school.

3. Clinical Experience Documentation Required:
   Candidates are required to submit a current Child Life Clinical Experience Verification Form (see pages 25-26) completed and signed by the CCLS providing supervision for a minimum of 480 hours of child life clinical training.

   If hours were earned at multiple sites, a form completed by the CCLS supervisor at each location must be submitted.

   Please note that previous, outdated versions of this form do not include all of the necessary elements to establish eligibility under current requirements, and will not be accepted. Candidates are responsible for using the most current version of all certification forms.

   All clinical experience completed after January 1, 2011 MUST be documented on the NEW version of the form. Older versions of the form will NOT be accepted for clinical training completed after January 1, 2011.

   Forms may be scanned and emailed to certification@childlife.org, faxed to 301-881-7092, or mailed to the CLC office.
**Submitting the Application**

When applying for the exam, it is highly recommended that candidates use the online application process through the CLC website whenever possible.

Only complete applications with the required supporting documentation received on or before the application deadline will be reviewed. All relevant sections must be filled in completely and legibly. Applicants must indicate agreement with the *Statements of Understanding*.

All submitted materials become the property of the CLCC; candidates are encouraged to make copies of all submitted materials for their records.

To be considered, **all elements of the application and supporting documentation must be received in the CLC office on or before the application deadline** including:

- Completed application form (either online or paper version)
- Examination fee
- OFFICIAL transcript(s)
- Child Life Course Verification Form(s)
- Clinical Experience Verification Form(s)
- Special Accommodations request and supporting documentation, if applicable
- Name change verification, if applicable*

*If you are applying under a different name from that which appears on your supporting documents, you must submit verification of your name change. A copy of either your marriage license or new Social Security Card is acceptable as documentation.

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**What to expect after you apply...**

Application processing takes approximately 3-4 weeks after receipt of all materials. Applying online may significantly reduce turnaround time. **Because applicants will be notified of application results by email, it is imperative that we have the applicant’s current email address on file.** We recommend adding childlife.org to your list of safe senders.

We strongly encourage candidates to send their application materials using a delivery method that will provide them with receipt confirmation. Due to the heavy volume of exam applications and supporting materials that we receive, we are unable to provide email or phone confirmation of the receipt of materials. Applicants should use their courier receipt to confirm that their materials were successfully delivered to our office.

If there is a problem with your application or if something is missing, you will be notified and given an opportunity to remedy the situation. Otherwise, you can expect to receive an emailed notification from our office within 3-4 weeks of the receipt of your exam materials.

Please contact us at certification@childlife.org if you have not been contacted within 6 weeks after submitting your application and supporting documents.

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**If your application does NOT establish eligibility to sit for the exam...**

Candidates whose applications do not establish eligibility will be notified by mail and will be issued a refund for the exam fee, minus a $25 processing fee.

Eligibility for the examination may not be established if:

- Applicant fails to meet deadlines
- Application form is incomplete or illegible
- Appropriate supporting documentation of clinical experience and/or education is not submitted
- Submitted materials do not show that the candidate meets the eligibility criteria
- Correct fees are not received
- Verification documents do not give complete information
- There is evidence of tampering with documentation
- Recommended by the Ethics Committee
Eligibility Appeals Process

Candidates whose applications are denied on the basis of eligibility may appeal the decision by submitting a letter to the Certifying Committee stating the reason for the appeal within 14 days of the date indicated on the letter informing the candidate that their application did not establish eligibility. The request for appeal must be accompanied by any supporting documentation the applicant wishes to submit. Applicants may submit documentation that was not included with the original application which may substantiate the information on academic or clinical experiences presented in the initial application. Examples of additional supporting documentation include course descriptions, university policies, letters of explanation, etc.

Applicants may NOT submit information about any NEW academic or clinical experiences which were not included in the original application.

Appeals received after the withdrawal deadline (see below) will be reviewed, however, candidates who submit successful appeals after the withdrawal deadline will be seated for the next available examination, not the one for which they originally applied.

Note: Failure to follow the application directions in the Candidate Manual is not grounds for an appeal. Appeals based on perceived failures of any postal system or university registrar’s office will be heard only in extraordinary circumstances.

If your application establishes eligibility to sit for the exam...

Applicants will be notified by email if their application is approved. Candidates will subsequently be contacted by CLC’s testing agency with information about how to schedule the exam at the testing center and on the date preferred.

Candidates are permitted to choose a date within the testing window based on the appointment schedule of the testing center selected. After scheduling the exam candidates will have the opportunity to save and print an admission document which must be presented at the testing center on the day of the exam.

Withdrawals and Scheduling Changes

Can I withdraw from the examination?

Withdrawal requests must be RECEIVED by 11:59 PM EASTERN TIME on the withdrawal deadline date:

- March 1 for March computer-based testing windows
- August 1 for August computer-based testing windows
- October 15 for November computer-based testing windows

Requests must include the approved test administration (month and year) and the applicant’s name and signature. Emailed requests will not be honored. Indicate withdrawal choice in request:

(A) have examination fees refunded (refund is less a $25.00 US processing fee, and applicant must reapply for future exam);

OR

(B) defer to next available examination date (applicant must continue to meet eligibility requirements, and all fees become non-refundable). There is a $50 nonrefundable processing fee for each administration change.

Can I change exam administrations?

Approved applicants who wish to change their examination administration may do so by sending a request in writing before the withdrawal deadline (refer to schedule at left). Requests must include the approved test administration (month and year), the desired test administration (month and year), and the applicant’s name and signature. Emailed requests will not be honored.

There is a $50 non-refundable processing fee for each administration change.

PLEASE NOTE: If you have received a username/password from our testing vendor and/or scheduled the exam through their website you must contact BOTH CLC and SMT directly to make any changes. SMT may elect to charge a fee for schedule modifications in addition to any fees CLC charges.
The Child Life Professional Certification Examination is comprised of 150 multiple-choice questions. The allotted time to complete the examination is four hours.

The following is a listing of the domains specific to each area of child life practice, with a notation of the percentage of examination items (questions) related to each domain. This is taken from the Exam Content Outline and although the actual content varies from administration to administration, all exams follow this blueprint.

<table>
<thead>
<tr>
<th>DOMAIN</th>
<th># QUESTIONS</th>
<th>% OF EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Professional Responsibility</td>
<td>45</td>
<td>30%</td>
</tr>
<tr>
<td>II. Assessment</td>
<td>45</td>
<td>30%</td>
</tr>
<tr>
<td>III. Intervention</td>
<td>60</td>
<td>60%</td>
</tr>
</tbody>
</table>

The Child Life Professional Certification Examination is an objective test that covers relevant knowledge, understanding, and practical application of child life theory and practice as determined by the Child Life Certifying Committee and other Certified Child Life Specialists surveyed. The exam is developed by a committee of experts in the child life profession as a measurement of basic, entry-level knowledge of each candidate.

The committee starts with a periodic Practice Analysis which defines the profession of child life by delineating the domain, tasks, knowledge and skills necessary for competent practice as a child life specialist. From this assessment, content areas and their appropriate relative emphases are defined. A survey of child life practitioners validates the content outline every five years, most recently in 2013.

Of the 150 questions on the exam, 25 are pretest items and are not weighted (not counted toward candidates’ scores). Piloting items in this manner is valuable as it allows items to be analyzed before they become weighted and provides verification that the items contribute toward measuring a candidate’s proficiency in the material and are not irrelevant or poorly-written. Candidates answer the pretest items, and then performance data is used in a statistical analysis to determine if the questions perform as intended. If so, their ability to contribute to a test’s quality is verified and they can be considered for inclusion on future exams as scored items.

Each form of the Child Life Professional Certification Examination is equated to ensure that candidates are neither penalized nor rewarded if an exam form is more difficult or easier than any other version of the exam. Collecting performance data enables the test administration agency to conduct this important process.

For more detailed information about how the exam is developed and how it is scored, please visit the CLC website.

The Child Life Certifying Committee
The CLC Board of Directors has charged the Child Life Certifying Committee (CLCC) with the development and administration of the Child Life Professional Certification Program. The leadership of this standing committee is selected through popular vote by members of CLC.
CLCC sets rigorous standards for the assessment of individuals who aspire to enter and/or advance in the child life profession through the certification and recertification processes, and grants, for a period of five years, the CCLS credential to candidates who successfully complete the certification or recertification requirements.
The CCLS credentialing program was established in 1986 to increase the proficiency of child life professionals by identifying a body of knowledge; establishing a level of comprehension and performance necessary for certification; and increasing the value of practitioners to their employers.
How to Prepare - Studying for the Exam

There are many resources available to help exam applicants prepare for the Child Life Professional Certification Examination.

Study Guide for the Child Life Professional Certification Examination

CLC publishes a study guide that may help candidates increase the effectiveness of test preparation. It includes a fifty-question practice test, study and test-taking strategies, and information on how the examination was developed. Visit the online CLC Bookstore to place your order for the Study Guide for the Child Life Professional Certification Examination.

Online Practice Test

An online practice test is available to help familiarize candidates with the format of the test and the types of questions that will appear. Scores are immediately available, and diagnostic feedback to help assess a candidate’s strengths or weaknesses is given. Please note that the correct answers to individual questions is not provided. The feedback is intended to help focus future study in the domains where knowledge may be weaker, however, improving your performance in one or two areas does not guarantee a passing score. The practice test is administered by CLC’s testing agency and can be accessed through the CLC website. The fee is $35.00 U.S. paid directly to the testing vendor.

Other Resources

If you are involved in a course of study related to child life, or in child life work in a clinical setting, you are likely to have some excellent human resources available to help you prepare for certification. Be sure to review any materials you received in the course of your child life educational/clinical training preparation.

Many candidates form local study groups, often networking through the CLC Community Students & Interns Discussion Forum, which is a benefit of CLC membership.

Recommended Resources

The following are references that cover the basic concepts in child life theory and practice. These references are used to validate the content of the Child Life Professional Certification Exam. Most are available through the Bookstore section of the CLC website.

Primary resources:

6. Evidence-Based Practice Statements; available in the Resource Library at www.childlife.org
7. Anthology of Child Life Focus Child Life Council (2009)
10. The Handbook of Child Life Thompson (2009)
11. Any normal child growth and development textbook
12. Any pediatric nursing textbook

Additional resources:

2. Child Life Beyond the Hospital CLC (2008)
3. Therapeutic Activities for Children and Teens Coping with Health Issues Hart & Rollins (2011)
4. How to Help Children through a Parent’s Serious Illness McCue & Bonn (2011)
5. Helping Children and Adolescents with Chronic and Serious Medical Conditions: A Strengths-Based Approach Webb (2009)

This list was updated November 2013.
Exam Day Instructions

Computer-based testing (CBT) exam appointments are made based on the operating schedule of the testing center selected by the candidate. Candidates have four hours in which to complete the exam.

What To Bring

Personal Identification

To gain admittance to the examination room, all candidates are required to present a government-issued photo identification. Acceptable forms of identification include a valid driver’s license, passport, or military identification card.

Admissions Document

At the time candidates schedule their exam appointment, the testing agency will provide an admissions document to each examinee. In order to be admitted to the exam, candidates are required to present this document at the testing center on the day of their appointment.

If you have been pre-approved for special testing accommodations, please present the confirmation e-mail sent by CLC indicating the accommodations that have been approved to ensure that the appropriate testing accommodations are made onsite.

Earplugs for sound suppression are allowed. Headphones and ear buds are not permitted.

What NOT To Bring

Please bring as few personal belongings as possible.

Books (including all types of dictionaries), papers, electronic/cellular devices (pagers, telephones, etc.), food, water bottles and most other personal belongings will NOT be permitted at your testing station.

Some testing centers have lockers for examinees’ use during the exam however this is not guaranteed at every location.

Neither CLC nor CLCC is responsible for the security of any personal possessions brought to the examination.

During the Examination

No food or beverages (including water) will be allowed in the testing room unless prior approval has been received for medical reasons. You must submit a Special Accommodations Application Packet with your exam application to request this approval.

Candidates may exit the testing room to use the restroom or water fountain. Only one person will be permitted to leave the room at a time. You will not be permitted to make up the time lost while you are away from the examination. If you wish to use the restroom, raise your hand and the proctor will instruct you.

There is an inherent risk of connectivity issues with computer-based testing. Candidates who experience technical difficulties that affect their performance must report these to the proctor immediately (prior to receiving their exam result) and contact SMT immediately after leaving the testing center to report the problem.

Any concerns about the testing site and/or proctors should be reported immediately and noted on the exit survey at the end of the examination/prior to receipt of the exam results.

Examination Day Absences

Refunds will only be approved if the absence is the result of a documented personal or medical emergency. Absences are reviewed by the committee on a case-by-case basis. Refund requests must be received in writing with supporting documentation detailing the rea-
son for absence within 14 days of the examination date. CLCC reserves the right to verify any information submitted regarding examination day absence. If the absence is excused, payment for the exam will be refunded, less a $25 U.S. application processing fee, or may be deferred to the next test administration in accordance with the policies on page 13.

Inclement Weather

If severe weather or natural disaster makes the testing center inaccessible or unsafe, the test administration may be canceled. Test administration will be delayed or canceled only in emergencies. Efforts will be made to have local radio stations broadcast any cancellation information on the day of the examination. Candidates who cannot safely reach the test site because of severe weather conditions and wish to request a refund of the examination fee, must send the written request with documentation of the weather conditions to CLC within 14 days of the examination date. CLC will evaluate the circumstances on a case-by-case basis.

Exam Feedback

Examinees will be given the opportunity to comment on the examination administration, content, or any of its elements prior to leaving the examination room. Exam proctors will provide instruction on this process. Candidates with concerns about the accuracy of specific exam questions must provide this feedback prior to leaving the testing room. Since we constantly work to improve the testing process, we strongly encourage candidates to provide feedback on the exam prior to leaving the testing room.

Examination Security

Any candidate who gives or receives assistance, or whose behavior is disruptive during the examination, will be required to turn in his or her test materials immediately and leave the room. The candidate’s answers will not be scored and the situation will be reported to CLCC for review and possible action by the Ethics Committee. Any candidate who observes inappropriate test taking behavior should report it to appropriate testing personnel. In order to detect fraud, the performance of all candidates is monitored and analyzed statistically.

The entire item (question) bank, examination materials and each form of the examination are the property of Child Life Council, Inc. Distribution of exam content or materials through any form of reproduction, including oral and written communication, is strictly prohibited and punishable by law. Any individual who removes or attempts to remove examination material from the test site will be prosecuted; this includes memorization of questions.

Test development and security requirements prevent CLCC from releasing test questions or other specific exam content to anyone, under any circumstances.

Discussion of exam content with other candidates following the exam is considered a breach of examination security and is not permitted.

After the Exam/Score Reporting

You will receive a preliminary score report before leaving the testing center. The scores will be subjected to a statistical analysis and there is a very slight chance that they will change. You will be notified if there is a change to your score. Once your results are posted in your CLC Online User Profile, they are considered final.

The purpose of the Child Life Professional Certification Exam is to measure an individual’s performance compared to a specific criterion (the established passing score as defined by subject matter experts), this is called a criterion-referenced exam. This type of exam is not intended to measure a range of levels of competence, but rather to confirm that an individual meets a minimum level of competence. Like most credentialing exams, the objective of the Child Life Professional Certification Exam is to measure candidates’ comprehension of the body of knowledge identified in the Practice Analysis Study, not to compare it with that of other candidates.

The goal of criterion-referenced assessments is to measure performance most precisely in a narrow range near the passing score. The more precise the exam is in this range, the less suitable it is for assessing aptitude at levels above or below the passing score. As a result it would be inappropriate to use test scores to rank individuals. For this reason, CLC does not release test scores above the passing score. If a candidate reaches or exceeds the passing score, he or she will not receive their numerical score, only the information that they have passed the exam. This is done in part to prevent the improper ranking of individuals by stakeholders such as prospective employers.
Candidates who do not meet the cut score will receive their numerical scaled score as well as the percentage of correct answers they provided for each of the three domains. This information is provided to help candidates focus their studies for future examinations.

For more information on exam scoring, please visit the CLC website.

Confidentiality

An application to take the Child Life Professional Certification Examination constitutes written authorization for the testing agency to release that candidate’s exam results to CLCC, CLC staff, and to the candidate only. Access to score reports is limited to those staff members at CLC and its test administration agency who are involved in the production and distribution of these reports.

Only group performance data will be utilized by CLCC, CLC Staff, CLC’s test administration agency or others designated by the CLCC for purposes of research, development and reporting to the profession.

Re-Examination Procedures

A candidate may retake the examination an unlimited number of times, provided the candidate continues to meet current eligibility requirements. A new application must be submitted for each subsequent exam; however, eligible candidates need not resubmit supporting documentation).

However, if the eligibility requirements have changed since the last exam attempt, individuals are required to submit a full application and examination fee. In these situations, contact the CLC office to determine what supporting materials are required.

All published application deadlines and examination fees apply when retaking the examination. Candidates are encouraged to use the online application link to “Retake Exam,” which can be found in the certification history section of the user profile on the CLC website.

Verification of Scores

Candidates may request a hand scoring of their exam answers to ensure that no errors occurred during the computer scoring of the candidate’s test. This service rarely results in a change of score, however, requests for hand scoring may be submitted directly to CLC’s test administration agency, Schroeder Measurement Technologies (SMT). Requests must be received within 60 days of the date of the original score report. There is a fee for this service. Please visit www.smttest.com for more information.

Examination Appeals

Only appeals relating to the testing environment or administration and its effect on candidate performance will be considered. Candidates who experience technical difficulties that affect their performance during computer-based testing must report these to the proctor immediately (prior to receiving their exam scores) and contact SMT immediately after leaving the testing center to report the problem.

A candidate must submit a letter to the CLC office stating the reason for the appeal, including supporting documentation, within 14 days of the date of the original score report. The Appeals Committee has no access to examination questions or individual candidate answers. Candidates with concerns about the accuracy of specific exam questions must provide this feedback prior to leaving the testing room.

Certification will not be granted through appeal. Candidates must pass the examination at another administration to become certified, but the CLCC may grant a waiver or reduction of fees.

CLC Board Approves Recommendation for Advanced Degree Requirement Effective in 2022

At its May 2013 meeting, the CLC Board of Directors approved the following recommendations made by the Academic Preparation Task Force 2022:

- Effective in 2022, to establish eligibility for certification, candidates will be required to hold either a master’s degree* in child life or a master’s degree* with a concentration or emphasis in child life from an academic program accredited by CLC.
- Effective in 2025, this requirement will be amended to require that all certification candidates hold a master’s degree* in child life from an academic program accredited by CLC.
- Certified Child Life Specialists who hold the credential prior to 2022 will not be required to obtain a master’s degree* to remain certified provided they maintain their credential and recertify as appropriate. However, if certification lapses or expires and an individual wishes to regain the credential, they will be required to start the certification process anew and meet all of the requirements that are in place at that time.
  *Master’s degree or international equivalent

In addition to approving the recommendations set forth by the Task Force, the CLC Board committed to comprise a special task force to explore questions about the international implications of the advanced degree requirement, and how to create the best conditions to promote the evolution and growth of child life globally.

For more information, please see the CLC website.

I Didn’t Pass the Exam – What Are My Options?
Congratulations! You’re a Certified Child Life Specialist!

A candidate who successfully completes the Child Life Professional Certification Examination begins a five-year certification cycle as a Certified Child Life Specialist (CCLS).

Certified Child Life Specialists are permitted to use the initials “CCLS” after their names. CCLS is a registered certification mark. It is not punctuated with periods. Certified Child Life Specialist is a credential, not a job title, and can only be used by those who have passed the certification exam.

Shortly after you receive your score report you will receive a wall certificate along with important information on maintaining the CCLS credential. Please be sure to review this material carefully.

Maintaining Certification

In order to keep their certification status active, CCLSs are required to pay a certification maintenance fee each of the first four years of the five-year certification cycle.

Whereas examination and recertification fees cover expenses directly related to those specific activities, the principal purpose of the certification maintenance fee is to enable the ongoing work of the Child Life Certifying Committee on behalf of CCLSs.

Newly certified or recertified CCLSs pay the first of these four payments in the calendar year immediately following the year in which the exam was passed or the year in which recertification was achieved. For example, if a CCLS passes the exam at any of the administrations in 2013, the first certification maintenance payment will be due on or before January 31, 2014.

Individuals who do not pay these fees allow their certification to lapse, and are no longer permitted to refer to themselves as Certified Child Life Specialists or use the CCLS credential.

If certification lapses due to non-payment of maintenance fees, an individual must re-establish eligibility under current requirements, take and pass the certification examination to regain the credential.

Recertification

In the fifth year of the certification cycle, CCLSs must recertify in order to continue their certification. Recertification is required in order to promote continuing competence. As the child life profession continues to evolve and expand, it is imperative that child life specialists keep abreast of current research and best practices in order to promote competency and consistent quality in the delivery of psychosocial care to children and families.

Recertification requirements are changing. Individuals who become certified or who recertify in 2014 or subsequent years and who elect the PDU option will be required to acquire 60 PDUs over the course of the five-year certification cycle on topics related to each of the domains of the Exam Content Outline as well as the topic of professional ethics. Individuals who became certified or recertified prior to 2014 have different requirements until they recertify. These are detailed in the Recertification Manuals on the CLC website.

During the year in which a CCLS’s certification expires, CLCC will send recertification reminders via email. CCLSs may opt to recertify through Professional Development Units (PDUs) or by retaking the Child Life Professional Certification Examination.

Revoking the CCLS Credential

Child life professional certification may be revoked for any reason CLCC deems appropriate, including, but not limited to, the following reasons:

- Falsification of certification materials
- Falsification of any information requested by CLCC
- Violation of the Code of Ethical Responsibility
- Conviction of a felony or other crime of moral turpitude relating to the provision of child life services
- Cheating on the examination
- Failure to maintain the confidentiality of the certification examination

These are current policies and are subject to change. Please refer to the detailed information about maintaining the credential and the recertification process found on the CLC website.
The Child Life Council subscribes to a body of ethical principles which are in accordance with the Child Life Mission, Values and Vision Statements and Operating Principles and which are derived primarily for the benefit and protection of infants, children, youth, and families in settings where the potential for damaging stress or trauma exists. Child life professionals (including specialists, administrators, assistants, interns and students) share as a goal: (1) maximizing the physical and emotional health as well as the social, cognitive and developmental abilities of children and youth, and (2) minimizing the potential stress and trauma that children and their families may experience.

Toward these ends, child life professionals recognize that they are ethically responsible to: (1) infants, children, youth, and families; (2) other professionals; (3) staff, students and volunteers who are receiving training and supervision; and (4) themselves, both personally and professionally.

It is understood that ethical behavior should not result from edict but from a personal commitment on the part of the individual as a professional. In any situation, the course of action chosen is expected to be consistent with the ethical principles either stated or implied herein.

**Principle 1 --** Individuals** shall hold paramount the welfare of the children and families whom they serve.**

**Principle 2 --** Individuals shall strive to maintain objectivity, integrity and competence in fulfilling the mission, vision, values and operating principles of their profession.

**Principle 3 --** Individuals shall have an obligation to serve children and families, regardless of race, gender, religion, sexual orientation, economic status, values, national origin or disability.

**Principle 4 --** Individuals shall respect the privacy of children and families and shall maintain confidentiality of information concerning the children and their families with whom they work. Individuals shall ensure that the transmission of verbal and written communication is within the standards and requirements of the employer and local governing regulations. For professionals working in private practice, all written documentation must be stored in a locked and secure drawer/cabinet.

**Principle 5 --** Individuals shall promote the effectiveness of the child life profession by continuous efforts to improve professional services and practices provided in the diverse settings in which they work and in the community at large.

**Principle 6 --** Individuals shall continually seek knowledge and skills that will update and enhance their understanding of all relevant issues affecting the children and families they serve.

**Principle 7 --** Individuals engaged in study and research shall be guided by the conventions of scholarly inquiry and shall recognize their responsibility for ethical practice in research.

**Principle 8 --** Individuals have an obligation to engage only in those areas in which they are qualified and not to represent themselves otherwise, but to make appropriate referrals with due regard for the professional competencies of other members of the health team or of the community within which they work.

**Principle 9 --** Individuals shall act with respect for the duties, competencies and needs of their professional colleagues and shall maintain the utmost integrity in all interactions with the institutions or organizations that employ them.

**Principle 10 --** Individuals shall use integrity to assess and amend any personal relationships or situations that may interfere with their professional effectiveness, objectivity or otherwise negatively impact the children and families they serve. A minimum of two years following the conclusion of a professional role shall lapse before any personal relationship is permitted to develop with children or the members of families they serve.

**Principle 11 --** Individuals shall recognize that financial gain should never take precedence over the delivery of services.

**Principle 12 --** Individuals who are responsible for the supervision and training of others (i.e., staff, students, volunteers) shall assume responsibility for teaching ethical professional values and providing optimal learning experiences.

**Principle 13 --** Individuals shall refrain from illegal conduct in their professional practice of child life.

*Unless modified, children refers to infants, children and youth

**“Individuals” refers to child life professionals, including specialists, administrators, assistants, interns and students.

Approved November 1983
Revised and approved March 2000 and November 2001
# Child Life Professional Certification Exam Content Outline, revised 2014

## Domains and Tasks
(weights in parentheses)

<table>
<thead>
<tr>
<th>Domain 1: Professional Responsibility (30%)</th>
<th>Number of Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tasks:</strong></td>
<td></td>
</tr>
<tr>
<td>1 Maintain professional standards of practice through adherence to established ethical guidelines in order to provide respectful and competent care (8%)</td>
<td>12</td>
</tr>
<tr>
<td>2 Promote professional relationships (e.g., children and families, child life team, interdisciplinary teams, community resources) in order to enhance communication and collaboration, foster child- and family-centered care, and maximize positive outcomes (7%)</td>
<td>11</td>
</tr>
<tr>
<td>3 Educate staff, students, volunteers, and the community in order to promote greater awareness of the needs of children and families as well as the child life profession (7%)</td>
<td>10</td>
</tr>
<tr>
<td>4 Perform administrative responsibilities (3%)</td>
<td>5</td>
</tr>
<tr>
<td>5 Participate in selecting, training, supervising, evaluating, and retaining child life volunteers (5%)</td>
<td>7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Domain 2: Assessment (30%)</th>
<th>Number of Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tasks:</strong></td>
<td></td>
</tr>
<tr>
<td>1 Identify, obtain, and use relevant data (e.g., health care, family, child) to develop a comprehensive assessment and initiate a plan of care (10%)</td>
<td>15</td>
</tr>
<tr>
<td>2 Identify developmental factors and their implications (10%)</td>
<td>15</td>
</tr>
<tr>
<td>3 Identify psychosocial factors and their implications (10%)</td>
<td>15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Domain 3: Intervention (40%)</th>
<th>Number of Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tasks:</strong></td>
<td></td>
</tr>
<tr>
<td>1 Provide psychosocially and developmentally appropriate support that is responsive to the specific needs of children and families (7%)</td>
<td>11</td>
</tr>
<tr>
<td>2 Empower and collaborate with children and families to develop and use advocacy skills (6%)</td>
<td>8</td>
</tr>
<tr>
<td>3 Provide educational opportunities and resources that are responsive to the needs of the child and family in order to promote learning and mastery (6%)</td>
<td>8</td>
</tr>
<tr>
<td>4 Facilitate preparation (e.g., psychological, educational) with the child and family in order to minimize fear and anxiety and to promote mastery of their experience (7%)</td>
<td>11</td>
</tr>
<tr>
<td>5 Facilitate the utilization of effective coping strategies by the child and family in order to minimize distress and promote empowerment (7%)</td>
<td>11</td>
</tr>
<tr>
<td>6 Facilitate play in order to encourage expression, process information, and promote development and normalization (7%)</td>
<td>11</td>
</tr>
</tbody>
</table>
# Application for Child Life Professional Certification Examination

Updated August 2013

Refer to instructions on pages 8 - 12 of the Child Life Professional Certification Candidate Manual as you complete this application.

## Step 1. Contact Information

<table>
<thead>
<tr>
<th>Social Security - Last 4 Digits (or Social Insurance#):</th>
<th>CLC ID# (if known)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Last</td>
<td>First</td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td>Apt. Number</td>
</tr>
<tr>
<td>City, State</td>
<td>Zip Code</td>
</tr>
</tbody>
</table>

| E-mail | Phone |

## Step 2. Select Your Exam Administration/Request Special Accommodations

<table>
<thead>
<tr>
<th>Preferred Testing Date (Choose one):</th>
<th>March 2014</th>
<th>August 2014</th>
<th>November 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Have you previously been granted a special testing accommodation by CLC? Are you applying for a special testing accommodation for this exam?

## Step 3: Documenting your Bachelor’s Degree

<table>
<thead>
<tr>
<th>Have you received your bachelor's degree?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>What type of Degree? (BA, BS)</th>
<th>Date received</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of institution granting degree</th>
<th>Location (city, state)</th>
</tr>
</thead>
</table>

## Step 4: Documenting your Course Work

Candidates are required to list applicable courses on page 2 of this form; Please list below the colleges and/or universities where courses were completed.

<table>
<thead>
<tr>
<th>Location (city, state)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution #1</td>
</tr>
<tr>
<td>Institution #2</td>
</tr>
<tr>
<td>Institution #3</td>
</tr>
</tbody>
</table>
### Step 4: Documenting your Course Work (Continued)

<table>
<thead>
<tr>
<th>Department code</th>
<th>Course number</th>
<th>Course title</th>
<th>Institution# (as listed on previous page)</th>
<th>Term</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example</td>
<td>CL 101</td>
<td>Introduction to Child Life</td>
<td></td>
<td>1</td>
<td>Fall 2013</td>
</tr>
</tbody>
</table>

*Child Life Course(s)*

<p>| | | |</p>
<table>
<thead>
<tr>
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<tbody>
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<td></td>
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<tr>
<td>3</td>
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<tr>
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<td>5</td>
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<tr>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Alternate 1*

*Alternate 2*

*Applicants must have completed 1 or more child life courses taught by a CCLS. The course(s) must cover 6 required areas of study. A Child Life Course Verification Form must be submitted for the course(s) documenting that all 6 areas of study were covered.*

### Step 5: Documenting your Clinical Experience

<table>
<thead>
<tr>
<th>Institution</th>
<th>City</th>
<th>State</th>
<th>Supervisor’s name</th>
<th>Number of hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

*Application for Child Life Professional Certification Examination, page 2 of 3*
**Step 6. Statements of Understanding/Background Questions**

### Statements of Understanding

- I attest that the information in this application is true and accurate to the best of my knowledge.
- I understand that if requested from the general public, CLCC will confirm my certification status (active, expired, never certified), effective/expiration dates, and identification number.
- I understand that CLCC reserves the right to verify any information I have provided in this application.
- I understand that my application and verification documents become the property of CLCC and will not be returned.
- I understand that my examination results will be released only to CLCC and me.
- I understand that aggregate data will be used for statistical study and review of the examination process.
- I have read, understand and agree to abide by the Code of Professional Practice.
- I have read, understand and agree to abide by the ethical, security, confidentiality and other policies detailed in the Candidate Manual.
- I have read and understand the conditions under which my certification can be revoked.

Please sign to confirm that you have read and agree to the above Statements of Understanding:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

### Background questions:

If you answer yes to any of the following questions, you must submit an explanation on a separate sheet.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you presently charged with, or have you ever been convicted of or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>found guilty of or pled <em>nolo contendere</em> to, any felony or a misdemeanor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>which relates to the care, health or safety of children or other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>individuals? Examples include but are not limited to: sexual or other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>abuse of a patient or child, rape, crimes of violence, possession/use/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>sale of a controlled substance.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you ever been disciplined by a state board or health or child care</td>
<td></td>
<td></td>
</tr>
<tr>
<td>professional association, or are you presently being disciplined by</td>
<td></td>
<td></td>
</tr>
<tr>
<td>such an entity?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you or have you during the past three years habitually used alcohol</td>
<td></td>
<td></td>
</tr>
<tr>
<td>or any drug or substance or had a physical or mental condition which</td>
<td></td>
<td></td>
</tr>
<tr>
<td>would impair competent and objective professional performance of child</td>
<td></td>
<td></td>
</tr>
<tr>
<td>life services and/or jeopardize public health and safety?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Step 7. Payment**

<table>
<thead>
<tr>
<th>Payment type (please circle one)</th>
<th>Visa</th>
<th>MasterCard</th>
<th>Check</th>
<th>Money order</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Credit Card # or Check #</strong></td>
<td></td>
<td>Exp Date</td>
<td>3-digit security code</td>
<td>Name on credit card (if different from applicant)</td>
</tr>
</tbody>
</table>

Signature authorizing credit card payment:

**Step 8. Providing Supporting Documentation**

All applicants are required to send supporting documentation as needed in order to establish eligibility for the certification exam. See pages 10-12 of the _Child Life Professional Certification Candidate Manual_ for information about the required documentation.

**NOTE:** Faxed transcripts are NOT accepted. Transcripts sent via email must be sent directly from the issuing institution.

**Email:** certification@childlife.org  
**Mail:** Child Life Council - Certification  
11821 Parklawn Drive, Suite 310  
Rockville, MD 20852  
**Fax:** 301-881-7092
Background

There are three components of eligibility for the Child Life Professional Certification Examination. All three must be met prior to the application deadline for the exam administration. Refer to the Candidate Manual for more details.

1. Minimum of Baccalaureate Degree: Applicants must hold a bachelor’s degree or the international equivalent.

2. Course Work: Applicants must have completed a total of 10 college-level courses in child life or a related department/subject including a minimum of one child life course taught by a Certified Child Life Specialist (CCLS).

3. Clinical Child Life Experience: Applicants must complete a minimum of 480 hours of child life clinical experience under the direct supervision of a Certified Child Life Specialist who meets specific qualifications. Hours may be completed as an internship or fellowship. This is the form on which these hours are documented.

Definition of Clinical Experience

The clinical experience being verified should involve training and education in a manner that results in a minimum, entry-level competence in each of the following areas by the end of the training experience, whether at one site or several:

- Developmentally-supportive play and social interactions with infants, children, youth and families, in individual and group settings
- Long- and short-term goal-setting based upon assessment of infant, child, youth and family stress potential
- Individual, therapeutically-oriented interactions, including: psychological preparation and development of associated coping processes, stress reduction techniques, health care education, health care play, expressive interventions, nonpharmacological pain management techniques and procedural support
- Collaboration with families regarding developmental issues and the impact of stressful events
- Consideration of diversity and socioeconomic issues
- Interaction and coordination with interdisciplinary team members, including participation in team meetings
- Instruction and practice of documentation in institutional records
- Materials management
- Supervision/coordination of volunteers and special events
- Prioritization of daily workload in relation to patient and administrative responsibilities
- Evaluating self (skill level, professionalism, personal coping styles, professional boundaries) and overall programming, implementing appropriate changes when needed
- Developing knowledge regarding medical terminology, etiology, disease process, and medical procedures
- Maintaining a therapeutic relationship with infants, children, youth and families
- Incorporating family-centered care practices
- Exhibiting an understanding of and adhering to departmental and organizational policies and procedures
- Administrative planning and implementation, when appropriate

Purpose of the Clinical Experience Requirement

Clinical preparation programs exist to complement and support the child life profession. These programs are vital to child life as the excellence of any profession depends on the performance of its practitioners. The Child Life Certification Program cannot bestow competence on individuals but rather recognizes it. It is the responsibility of academic and clinical preparation programs to put forth competent individuals who are prepared to establish their eligibility to sit for and pass the Child Life Professional Certification Exam.

Important Notes

- Candidates must exhibit minimum, entry-level competence as indicated by the clinical supervisor on the reverse of this form in order to establish eligibility for the Child Life Professional Certification Examination
- A minimum of 480 hours must be successfully completed on or before the exam application deadline. If a training experience is longer than 480 hours, it may continue after the deadline.
- Candidates are permitted to accrue the required 480 hours at multiple institutions. This form must be completed by the supervisor at each institution.
- Photocopies of the original form are accepted as documentation when establishing eligibility for the exam.
- Exam candidates are encouraged to keep a copy of this form for their records.
- The supervising CCLS at his/her discretion may assign other child life specialists to provide training during rotations as long as he/she maintains formal supervision of the individual

Instructions

Complete the requested information on the reverse and submit by fax at 301-881-7092, scan/email to certification@childlife.org or mail to:

Child Life Council
11821 Parklawn Drive, #310
Rockville, MD 20852
By signing this form you attest that all conditions and requirements set forth on both pages of this form have been met. By stating that the applicant exhibits minimum, entry-level competence, you attest that he/she has been adequately trained relevant to the Standards for Clinical Preparation Programs, supervised by an appropriately-qualified CCLS, has shown himself/herself to be minimally competent in the Child Life Competencies, and meets the clinical experience requirement to establish eligibility for the Child Life Professional Certification Exam. (Please see the Official Documents of the Child Life Council and the Child Life Certification Candidate Manual for details.) Note: If clinical training was completed at more than one institution, multiple forms should be submitted—one completed by the CCLS at each institution.

Applicant Name ____________________________  Internship or Fellowship (circle one)

Institution Name ____________________________ Number of Hours Completed

Start Date for these Hours ___________________ Date these Hours were Completed

During this Period, Applicant Has Demonstrated Minimum, Entry-Level Competence as Described on the Reverse of this Form (Check one)

Yes  No

CCLS Supervisor Name (Please print) ____________________________

Certified From ____________________________ to ____________________________ Certification #

Date (Month/Year) to Date (Month/Year)

CCLS Supervisor Signature ____________________________ Date

Definition of Clinical Supervision

Supervision must be direct and formal and provided by a Certified Child Life Specialist who:

1. Maintains professional child life certification throughout the clinical training program
2. Has at least 4,000 hours paid child life clinical experience prior to taking on the supervisory role
3. Is responsible for the educational development and guidance of the applicant in the clinical setting, to include:

- Demonstration, modeling & teaching of professional behaviors and skills
- Defining action steps to achieve competence relative to CLC’s Standards of Clinical Practice and Competencies (see Official Documents of the Child Life Council)
- Setting learning goals/objectives
- Creating and maintaining an effective learning environment
- Providing opportunities for exploring ethical issues
- Providing feedback regarding professional boundaries
- Facilitating the individual’s application of theory to practice
- Orienting the individual to the placement site and policies
- Monitoring performance by observing the individual’s progress and providing opportunities for discussion, feedback and growth

It is important for clinical supervisors to:

- Have daily contact with the individual, working at least 80% of the same hours
- Schedule private, weekly, formal, uninterrupted supervision meetings with the individual
- Have no dual relationships with the individual (family member, spouse, friend, etc.)
- Arrange for alternate supervision of the individual by another CCLS in his/her absence
- Monitor the fulfillment of required hours
- Directly observe the individual in order to monitor and evaluate performance
- Model for and then observe the individual demonstrating a minimum, entry-level competence in the following activities:
  - Therapeutic play (health care play required for health care setting)
  - Health care education
  - Group programming
  - Stress point preparation
  - Teaching coping skills
  - Introduction of services
  - Interactions with staff and/or volunteers
  - Presentation skills
  - Supportive relationships with infants, children, youth and families
  - Developmentally-supportive play
  - Documentation
  - Self-evaluation skills
  - Use of appropriate technology with patients
  - Materials management
  - Special events and public relations
  - Family-centered care
  - Respect for diversity
  - Ethical behavior
  - Maintenance of safe and therapeutic environment
  - Sibling intervention
  - Patient assessment skills and prioritization of client needs and other responsibilities

By signing this form you attest that all conditions and requirements set forth on both pages of this form have been met. By stating that the applicant exhibits minimum, entry-level competence, you attest that he/she has been adequately trained relevant to the Standards for Clinical Preparation Programs, supervised by an appropriately-qualified CCLS, has shown himself/herself to be minimally competent in the Child Life Competencies, and meets the clinical experience requirement to establish eligibility for the Child Life Professional Certification Exam. (Please see the Official Documents of the Child Life Council and the Child Life Certification Candidate Manual for details.) Note: If clinical training was completed at more than one institution, multiple forms should be submitted—one completed by the CCLS at each institution.
## Child Life Course Verification Form

### Background

There are three components of eligibility for the Child Life Professional Certification Examination. All three must be met prior to the application deadline for the desired exam administration. Please refer to the Candidate Manual for more details.

1. **Minimum of Baccalaureate Degree:** Applicants must hold a bachelor’s degree or the international equivalent.

2. **Course Work:** Applicants must have completed a total of 10 college - or university-level courses in child life or a related department/subject **including a minimum of one** child life course (defined below) taught by a Certified Child Life Specialist (CCLS). This is the form on which the CCLS instructor verifies that the child life-specific curriculum has been taught.

3. **Clinical Child Life Experience:** Applicants must complete a minimum of 480 internship or fellowship hours of child life clinical experience under the direct supervision of a CCLS who meets specific qualifications.

### Definition of Child Life Course

The required child life course must have a focus on children in the healthcare environment and must be taught by a Certified Child Life Specialist (CCLS). 

**ALL of the following applied areas of study must be included in the course.**

**Required Topics of Study**

*(Detailed descriptions can be found on the reverse of this page)*

1. Child Life Documents
2. Scope of practice
3. Impact of illness, injury and health care on patients/families
4. Family-Centered Care
5. Therapeutic play
6. Preparation

The CCLS instructor is expected to complete and sign this form and provide a copy to each student upon successful completion of the course. It is incumbent upon the instructor to use the form to identify the topics covered in the course.**

It is the student’s responsibility to save all necessary verification forms that demonstrate coverage of the six areas of applied study.* Without this documentation, the requirement will not be considered satisfied.

*Academic programs may choose to provide coverage of these six topics in more than one course as long as each course covering the areas is taught by a CCLS. In such cases, a Child Life Course Verification Form must be submitted for each course, providing confirmation that the applicant received instruction from a CCLS in each of the required topics of study.*

**At this time, neither CLC nor CLCC will pre-approve courses; it is an instructor’s responsibility to confirm which topics are covered in their course.

### Important Notes

- The supervising CCLS must maintain the CCLS credential throughout the period of instruction.
- Courses may be taken either in-person or online.
- There is no minimum number of credit hours per class.
- To be accepted, courses MUST:  
  - be taken for credit; non-credit or audited courses are not accepted
  - be at the bachelor’s level or higher
  - be taken at an academic institution that has been accredited by an organization recognized by either the US Department of Education or the Council on Higher Education Accreditation or the international equivalent
  - appear with a passing grade on an official transcript
- Candidates must submit an official transcript documenting that a passing grade was achieved.
- CLC does not pre-approve courses. It is the instructor’s responsibility to confirm which topics are covered in the course.
- Photocopies of this form are accepted as documentation when establishing eligibility for the exam.
- Exam candidates are encouraged to keep a copy of this form for their records.

### Instructions

Complete the requested information and submit by fax to 301-881-7092, scan/email to certification@childlife.org, or mail to:

**Child Life Council**

11821 Parklawn Drive, #310

Rockville, MD 20852
The following required topics of study were/were not covered in this class:
(Please check the appropriate box next to each of the topics below)

1. **Child Life Documents** – This will provide knowledge and understanding of the Official Documents of the Child Life Council (CLC) including the Code of Ethical Responsibility, Child Life Competencies, and Standards of Clinical Practice, the Child Life Mission, Values and Vision Statements, and the Code of Professional Practice.

2. **Scope of practice** – This will provide an introduction to the spectrum of child life practice in direct and non-direct services in pediatric health care including a historical review of the profession and its development in the evolution of children’s health care.

3. **Impact of illness, injury and health care on patients and families** – This will illustrate, within the context of developmental theory, the stressors and developmental and psychosocial treatment issues that affect the health care experience of a “child and family” including siblings.

4. **Family-Centered Care** - This will provide an understanding of the key principles of patient- and family-centered care, including principles of respect and dignity, information sharing, supporting participation in care, and collaboration in relationship to child life practice.

5. **Therapeutic play** - This will provide students with opportunities to examine elements of play, benefits of play, and various therapeutic play modalities for the clinical setting.

6. **Preparation** - This will include both historical and current perspectives on the rationale for, and techniques and outcomes of preparation, as well as accepted preparation methods for health care encounters and life-changing events.

By signing this form you attest that all conditions set forth on both pages of this form have been met and the indicated areas of instruction were delivered by a CCLS to the student named below.

**Student Name**

**CCLS Instructor Name**

**Certified From**

(Date (Month/Year))

**to**

(Date (Month/Year))

**Certification #**

**CCLS Instructor Signature**

(Date)