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**APRIL 30, 2024 RENEWAL FORMS FOR  
BIP, CCDP, CCDP-D, CCJP, CGDC, CHW-C, CPS, CRADC, CRPR, CRPR-L, CRPS,  
FSP, MAPS, MARS, MPS, MRSS, PPF, RADC, SQI, SQI-R, SQP, SQP-R and YPS**

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**NOTICE: Check the MCB Professional Search on the MCB web site at [www.missouricb.com](http://www.missouricb.com) for your new expiration date(s) to determine if your renewal materials have been reviewed and are complete. If there is a problem with your renewal, it will be addressed to you at the email address you listed on your renewal forms.**

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**PLEASE READ THE RENEWAL INSTRUCTIONS IN THEIR ENTIRETY BEFORE COMPLETING RENEWAL FORMS. THERE MAY BE DIFFERENT REQUIREMENTS FOR PROFESSIONALS RENEWING FOR THE FIRST TIME.**

If this is the ***FIRST*** time renewing your credential and you have a question on how many contact hours you need to renew, please do the following:

1. Refer to the letter the MCB sent you when you received your initial credential.

*First time renewal hours are individualized based on the time of year in which you initially received your credential and other credentials held and therefore will vary between credentialed professionals.*

**All renewals MUST submit a copy of their Ethics Training; however only send in all training certificates if your name was part of the April 2024 Renewal Audit. You can check the MCB website to see if your name was randomly selected for the audit.**

## EDUCATION HOURS

### **Outside Education Hours:**

Outside education is any continuing education related to one or more of the performance domains such as workshops or seminars presented in a formal classroom setting, applicable college coursework, MCB self-study course, or home study or online courses.

*IF you need additional outside education, visit the MCB website at [www.missouricb.com](http://www.missouricb.com) then click on the Education Box/Online Home study link to view a list of preapproved providers of education.*

### **Agency In-Service Hours:**

An in-service training is any training provided only for the staff in your agency/company. **If you are being audited this renewal period and want to include contact hours for in-service training, you must provide an attendance sheet(s) showing you attended the training(s).**

**PLEASE REFERENCE THE CHART BELOW IF YOU HAVE PREVIOUSLY RENEWED YOUR CREDENTIAL: Please note: MCB policy now allows professionals to obtain your ethics hours in either in a “live”, webinar or online setting. Please make sure the certificate says “Ethics” in the title of the course or the certificate specifically states how many “ethics” hours were covered in the training.**

1. CCDP – 40 total hours; 6 ethics hours
2. CCDP-D 40 total hours; 6 ethics hours
3. CCJP –40 total hours; 6 ethics hours
4. CRADC—40 hours total; 6 ethics hours
5. RADC—40 total hours; 6 ethics hours
6. SQP, SQP-R, SQI, SQI-R – 40 total hours; 6 ethics hours
7. MAPS—40 total hours; 6 ethics hours
8. BIP – 36 total hours; 6 ethics hours
9. MRSS –20 total hours; 6 ethics hours
10. CPS –20 total hours; 6 ethics hours
11. CRPR –20 total hours; 6 ethics hours
12. CRPR-L—20 total hours; 6 ethics hours
13. CRPS – 40 total hours; 6 ethics hours
14. CGDC-14 total hours; 6 ethics, 8 gambling specific
15. MARS –6 total; 6 hours need to be medication specific hours
16. FSP—20 total hours; 6 ethics hours
17. MPS—5 total hours; 3 hours ethics
18. CHW-C—20 total hours; 6 ethics hours
19. PPF—20 total hours; 6 ethics hours
20. YPS—20 total hours; 6 ethics hours

#### **RENEWAL TIME LINE AND FEES:**

Renewal materials postmarked on or before April 30, 2024

MARS (\$30 if only renewing MARS and no other credential)— **(If you are renewing any credential along with your MARS; there is no charge for the MARS).**

- One MCB Credential (including the CCJP, CCDP or the CCDP-D, CRADC, RADC) - \$190.00
- Two MCB Credentials (Including the CCJP, CCDP, CCDP-D, CRADC, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$215.00
- Three MCB Credentials (including the CCJP, CCDP, CCDP-D, CRADC, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$240.00
- Four MCB Credentials (including the CCJP, CCDP, CCDP-D, CRADC, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$265.00
- Five MCB Credentials (including the CCJP, CCDP, CCDP-D, CRADC, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$290.00

- Six MCB Credentials (including the CCJP, CCDP, CCDP-D, CRADC, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$315.00

**Inactive MCB Credential (CCJP, CRADC, CCDP, CCDP-D, RADC)**

- One Inactive MCB Credential (including the CCJP, CRADC, CCDP, CCDP-D, RADC). -\$95.00
- Two Inactive MCB Credentials (including the CCJP, CRADC, CCDP, CCDP-D, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$107.50
- Three Inactive MCB Credentials (including the CCJP, CRADC, CCDP, CCDP-D, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) -\$120.00
- Four Inactive MCB Credentials (including the CCJP, CRADC, CCDP, CCDP-D, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$132.50
- Five Inactive MCB Credentials (including the CCJP, CRADC, CCDP, CCDP-D, RADC, MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS) - \$145.00
- Six Inactive MCB Credentials (including the CCJP, CRADC, CCDP, CCDP-D, RADC MRSS, CPS, CRPR, CRPR-L, SQP, SQP-R, SQI, SQI-R, CGDC, CRPS, FSP, MAPS, MPS, BIP, CHW-C, PPF, YPS)- \$157.50

**CRPS/MAPS Renewals & Inactive Fees**

- CRPS/MAPS Renewal Fee - \$100.00
- CRPS/MAPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, CGDC, MPS, BIP, CHW-C, PPF, YPS) - \$125
- CRPS/MAPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, CGDC, MPS, BIP, CHW-C, PPF, YPS) - \$150
- CRPS/MAPS plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, CGDC, MPS, BIP, CHW-C, PPF, YPS) - \$175
- CRPS/MAPS plus four of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, CGDC, MPS, BIP, CHW-C, PPF, YPS) - \$200
- Inactive CRPS/MAPS ONLY - \$50
- Inactive CRPS/MAPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, CGDC, MPS, BIP, CHW-C, PPF, YPS) - \$62.50
- Inactive CRPR/MAPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, MPS, BIP, CHW-C, PPF, YPS) - \$75
- Inactive CRPR/MAPS plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, MPS, BIP, CHW-C, PPF, YPS) - \$87.50
- Inactive CRPR/MAPS plus four of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, CRPR, CRPR-L, MPS, BIP, CHW-C, PPF, YPS) - \$100

**BIP Renewals & Inactive Fees**

- BIP Renewal Fee - \$70.00
- BIP plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS- \$95

- BIP plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS- \$120
- BIP plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, CHW-C, PPF, YPS - \$145
- BIP plus four of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, CHW-C, PPF, YPS - \$170
- **Inactive BIP ONLY - \$35.00**
- Inactive BIP plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS - \$47.50
- Inactive BIP plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS - \$60.00
- Inactive BIP plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS - \$72.50
- Inactive BIP plus four of the following SATOP (SQP, SQP-R, SQI, SQI-R) MRSS, CPS, FSP, CRPR, CRPR-L, CGDC, MPS, CHW-C, PPF, YPS - \$85.00

#### **CRPR & CRPR-L Renewals & Inactive Fees**

- CRPR/CRPR-L Renewal Fee - \$70.00
- CRPR/CRPR-L plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$95
- CRPR/CRPR-L plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$120
- CRPR/CRPR-L plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$145
- Inactive CRPR/CRPR-L ONLY - \$35
- Inactive CRPR/CRPR-L plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$47.50
- Inactive CRPR/CRPR-L plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$60
- Inactive CRPR/CRPR-L plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$72.50
- Inactive CRPR/CRPR-L plus four of the following SATOP (SQP, SQP-R, SQI, SQI-R), MRSS, CPS, FSP, CGDC, MPS, CHW-C, PPF, YPS - \$85

#### **MRSS Renewals & Inactive Fees**

- MRSS Renewal Fee - \$70.00
- MRSS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CPS, FSP, CHW-C, PPF, YPS - \$95.00
- MRSS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CPS, FSP, CHW-C, PPF, YPS - \$120.00
- MRSS plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CPS, FSP, CHW-C, PPF, YPS - \$145.00
- Inactive Status for MRSS ONLY- \$35.00

- Inactive MRSS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CPS, FSP, CHW-C, PPF, YPS - \$47.50
- Inactive MRSS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CPS, FSP, CHW-C, PPF, YPS - \$60

### **CPS Renewals & Inactive Fees**

- CPS Renewal Fee - \$70.00
- CPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), FSP, CGDC, MPS, CHW-C, PPF, YPS - \$95.00
- CPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), FSP, CGDC, MPS, CHW-C, PPF, YPS - \$120.00
- CPS plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), FSP, CGDC, MPS, CHW-C, PPF, YPS - \$145.00
- Inactive Status for CPS ONLY- \$35.00
- Inactive CPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), FSP, CGDC, MPS, CHW-C, PPF, YPS - \$47.50
- Inactive CPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), FSP, CGDC, MPS, CHW-C, PPF, YPS - \$60

### **FSP Renewals & Inactive Fees**

- FSP Renewal Fee - \$70.00
- FSP plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CHW-C, PPF, YPS - \$95.00
- FSP plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CHW-C, PPF, YPS - \$120.00
- FSP plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CHW-C, PPF, YPS - \$145.00
- Inactive Status for FSP ONLY- \$35.00
- Inactive FSP plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CHW-C, PPF, YPS - \$47.50
- Inactive FSP plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS, CHW-C, PPF, YPS - \$60

### **CHW-C Renewals & Inactive Fees**

- CHW-C Renewal Fee - \$70.00
- CHW-C plus one of the following PPF, YPS, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS- \$95.00
- CHW-C plus two of the following PPF, YPS, SATOP (SQP, SQP-R, SQI, SQI-R),CGDC,MPS- \$120.00
- CHW-C plus three of the following PPF, YPS SATOP (SQP,SQP-R,SQI, SQI-R),CGDC,MPS- \$145.00
- Inactive Status for CHW-C ONLY- \$35.00
- Inactive CHW-C plus one of the following YPS, PPF, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$47.50
- Inactive CHW-C plus two of the following YPS, PPF, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$60

### **PPF Renewals & Inactive Fees**

- PPF Renewal Fee - \$70.00
- PPF plus one of the following YPS, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS- \$95.00
- PPF plus two of the following YPS, SATOP (SQP, SQP-R, SQI, SQI-R),CGDC,MPS- \$120.00
- PPF plus three of the following YPS SATOP (SQP,SQP-R,SQI, SQI-R),CGDC,MPS- \$145.00
  
- Inactive Status for PPF ONLY- \$35.00
- Inactive CHW-C plus one of the following YPS, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$47.50
- Inactive CHW-C plus two of the following YPS, SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$60

### **YPS Renewals & Inactive Fees**

- YPS Renewal Fee - \$70.00
- YPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS- \$95.00
- YPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R),CGDC,MPS- \$120.00
- YPS plus three of the following SATOP (SQP,SQP-R,SQI, SQI-R),CGDC,MPS- \$145.00
  
- Inactive Status for YPS ONLY- \$35.00
- Inactive YPS plus one of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$47.50
- Inactive YPS plus two of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$60
- Inactive YPS plus three of the following SATOP (SQP, SQP-R, SQI, SQI-R), CGDC, MPS - \$72.50

### **SATOP (SQP, SQP-R, SQI, SQI-R, SR) Renewals & Inactive Fees**

- SATOP (SQP, SQP-R, SQI, SQI-R) Renewal Fee - \$50.00
- SATOP (SQP, SQP-R, SQI, SQI-R) plus one of the following CGDC or MPS - \$75
- SATOP (SQP, SQP-R, SQI, SQI-R) plus two of the following CGDC and MPS - \$100
- Inactive Status for SATOP (SQP, SQP-R, SQI, SQI-R) - \$25
- Inactive SATOP (SQP, SQP-R, SQI, SQI-R) plus one of the following CGDC or MPS - \$37.50
- SATOP (SQP, SQP-R, SQI, SQI-R) plus two of the following CGDC and MPS - \$50

### **CGDC Renewals & Inactive Fees**

- CGDC ONLY Renewal Fee - \$50.00
- CGDC Renewal Fee plus MPS - \$75.00
- Inactive Status for CGDC - \$25
- Inactive Status for CGDC plus MPS - \$37.50

### **MPS Renewals & Inactive Fees**

- MPS ONLY Renewal Fee - \$25.00
- Inactive Status for MPS-\$12.50

**Renewal materials postmarked from May 1 to May 31, 2024 will be charged a late fee.**

- CCDP, CCDP-D, CCJP, CRADC, RADC Late Fee is an additional \$75.00
- CRPS/MAPS Late Fee is an additional \$75.00
- MPS Late Fee is an additional \$20.00
- CRPR & CRPR-L Late Fee is an additional \$40.00
- MRSS/CPS/YPS, Late Fee is an additional \$40.00
- PPF, Late Fee is an additional \$40.00
- CHW-C Late Fee is an additional \$40.00
- SQP, SQP-R, SQI, SQI-R and SR Late Fee is an additional \$20.00
- CGDC Late Fee is an additional \$20.00
- MARS Late Fee is an additional \$20.00

**Renewal materials postmarked after May 31, 2024 will not be accepted and your credential will be considered expired.** In cases of disputes on when the renewal materials were mailed, the MCB will accept only U.S. Postal Service marks as outlined in the MCB Policies and Procedures or email date stamps if you submitted online.

- Please Do Not Staple Check to Renewal Forms. Make checks payable to **MCB**
- The MCB accepts Visa, MasterCard and Discover Card.
- **Do Not Fax the Completed Renewal Forms to the MCB—THEY WILL NOT BE ACCEPTED! You can either mail your renewal packets to the MCB Office or upload your packet at [www.missouricb.com](http://www.missouricb.com).**

**UNABLE TO RENEW AT THIS TIME - MCB STAFF ASSISTANCE** - If you have had a serious illness, or an extended period of unemployment, or other serious event recently in your life and feel you cannot renew your credential at this time, **immediately call the MCB office (573) 616-2300.** MCB Staff will make every reasonable effort to work with you to help you successfully complete the renewal process so your MCB credential(s) will not expire.

**INACTIVE STATUS PROCEDURE:**

1. **Only Professionals who do NOT use their credential for employment purposes may request at the time of their renewal to place their credential on inactive status.**
2. At the time of their renewal when they request inactive status, the professional will only pay half of the current renewal fee, complete the demographic information on the renewal form and sign the Code of Ethical Practice and Professional Conduct and authorization and release.
3. At each renewal date to follow that the professional wishes to remain on inactive status – they pay half of the current renewal fee and submit half the education hours required for that renewal period; complete the renewal forms and sign the Code of Ethical Practice and Professional Conduct and Authorization and Release.
4. To return to active status at the professional’s renewal date, he/she will pay the full renewal fee and submit the total number of education hours as required; complete the renewal forms and sign the Code of Ethical Practice and Professional Conduct and Authorization and Release.
5. **Should a professional wish to return to active status at any point before their next renewal date they will pay the full renewal fee and submit the total number of continuing education hours required for their April 30, 2024 renewal. Their renewal date will remain the same.**

**REQUIREMENTS FOR RETIRED EMERITUS STATUS:**

1. The Board may grant the classification, Retired Emeritus Status (RES) to credentialed professionals who are fifty-five (55) years old, provided a minimum of ten (10) years of meritorious service and are retired from employment.
2. Credentialed professionals who desire the emeritus status **must send a letter of request** to the Board office indicating this request and the effective date of retirement. The Board staff will review all requests for the emeritus status and if the applicant meets the requirements, the staff will approve the request and send a notice to the applicant. If an applicant does not meet the criteria, they will be notified in writing by Board staff.
3. No renewal fees will be paid for the retired emeritus status.
4. The retired emeritus status individual may identify himself or herself as a Professional Emeritus, and shall continue to receive Board communication.
5. The retired emeritus status individual will be ineligible for IC&RC reciprocity and agrees to remain retired with no intention of returning to employment.
6. With the Retired Emeritus Status designation, your MCB credential will expire.
7. If a retired emeritus status individual desires to reinstate their MCB credential, the individual must write a letter of request to the board. They will need 15 hours of continuing education completed in the past six months and they will be charged \$50.00 to reinstate their credential.

## **MCB CREDENTIAL REINSTATEMENT POLICY**

If you do not renew during this renewal period and your credential expires, you may request that your credential(s) be reinstated and submit the renewal forms with education hours, pay the renewal fee(s) (not late fees) and also pay an additional reinstatement fee **before April 30, 2025.** Your next renewal date will not change. Education hours for your renewal must be obtained after your reinstatement date.

Contact MCB Staff at (573) 616-2300, or email: [help@missouricb.com](mailto:help@missouricb.com) if you have additional questions.



**DEMOGRAPHIC AND FEE PAGE (Page 2)**

**MISSOURI CREDENTIALING BOARD-428 EAST CAPITOL 3<sup>rd</sup> Floor; Jefferson City, MO 65101**

Your Required Demographic Information Below (Please Type or Print Very Legibly)

Gender:  Female;  Male;  Decline to State;  Other: \_\_\_\_\_

Ethnicity:  American Indian/Native Alaskan/Native American;  Asian;  Black/African American;  
 Decline to State;  Hispanic/Latino;  Multi-Racial/Ethnic;  Native Hawaiian/Pacific Islander  
 White;  Other: \_\_\_\_\_

Salary:  \$0-\$14,999;  \$15,000-\$24,999;  \$25,000-\$34,999;  \$35,000-\$44,999;  
 \$45,000-\$54,999;  \$55,000-Over;  Decline to State

Military Service:  Never served in the military;  
 Active duty for training in the Reserves or National Guard;  
 On Active duty in the past, but not now for the Reserves or National Guard;  
 Now on active duty;  
 On active duty in the past, but not now;  
 Veteran

Primary Language:  English;  Spanish;  Chinese;  Tagalog;  Vietnamese;  
 Arabic;  French;  
 Korean;  Russian;  German;  Other: \_\_\_\_\_

Secondary Language:  N/A;  English;  Spanish;  Chinese;  Tagalog;  Vietnamese;  
 Arabic;  
 French;  Korean;  Russian;  German;  Other: \_\_\_\_\_

Highest Level of Education Completed:  Associates Arts/Science Degree;  Bachelor Arts/Science Degree;  Master's Degree;  Doctorate;  High School Diploma or HiSET;  Some College Credit;  No High School Diploma or HiSET;  Vocational Certificate;  Other: \_\_\_\_\_

*Missouri Credentialing Board*

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(573) 616-2300  
(573) 616-2303 (FAX)

www.missouricb.com  
email: help@missouricb.com

428 E. Capitol, 3<sup>rd</sup> Floor  
Jefferson City, MO 65101

Renewal Application—Attestation Statement

I, \_\_\_\_\_, attest I have completed all the necessary hours to renew my MCB credentials for the April 30, 2024 Renewal including all required Ethics hours.

I understand that Missouri Credentialing Board (MCB) has the authority to request my certificates/documentation at any time and it is my responsibility to maintain my training certificates.

Signed By: \_\_\_\_\_

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

## Missouri Credentialing Board

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(573) 616-2300  
(573) 616-2303 (FAX)

www.missouricb.com  
email: help@missouricb.com

428 E. Capitol, 3<sup>rd</sup> Floor  
Jefferson City, MO 65101

### Signature Page for Code of Conduct and Authorization and Release

I have read and will abide by the current MCB Treatment Ethics Code and/or the current MCB MRSS, CPS, CRPS, FSP, PPF, YPS CRPR, CRPR-L BIP, CHW-C or Prevention Ethics Code listed on the website ([www.missouricb.com](http://www.missouricb.com)) under the MCB Ethics Code Link.

#### **Authorization and Release**

I hereby certify all of the information given herein is true and complete to the best of my knowledge and belief. I also authorize any relevant investigations, or the release of personal information to the Missouri Credentialing Board, its agents, or contractors pursuant to this application/renewal procedure. I understand falsification of any portion of this application/renewal will result in my being denied credentialing, or revocation of same upon discovery.

I further agree to hold the Missouri Credentialing Board and its Board Members, officers, agents, staff, peer evaluators and examiners, free from any civil liability for damages or complaints by reason of any action that is within the scope and arise out of the performance of their duties which they, or any of them, may take in connection with this application/renewal, the examination, the grades with respect to any examination, and/or the failure of the MCB to issue me said credential or renewal.

This Authorization and Release shall also apply to personal information requested by the Board at any time following credentialing with connection with any investigation concerning allegations that could lead to disciplinary action against me.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Please remember to check to see if you were audited in April 2024**

**However,**

**EVERYONE**

**must send in a copy of their**

**Ethics Certificate regardless if you were audited!**

**All renewals MUST submit a copy of their Ethics Training; however only send in all training certificates if your name was part of the April 2024 Renewal Audit. You can check the MCB website to see if your name was randomly selected for the audit.**

**[www.missouricb.com](http://www.missouricb.com)**

