



BOARD OF CERTIFICATION
FOR THE ATHLETIC TRAINER

Certification Maintenance Requirements for Certified Athletic Trainers

Reporting Period
Ending December 31, 2019



Compliance requirements for maintaining BOC certification.

Table Of Contents



Maintaining Your Certification [page 3](#)

Adherence to BOC Standards of Professional Practice [page 4](#)

Certification in Emergency Cardiac Care [page 4](#)

Payment of Certification Maintenance Fees [page 5](#)

Completion of Continuing Education [page 6](#)

CE Program Category Descriptions [page 8](#)

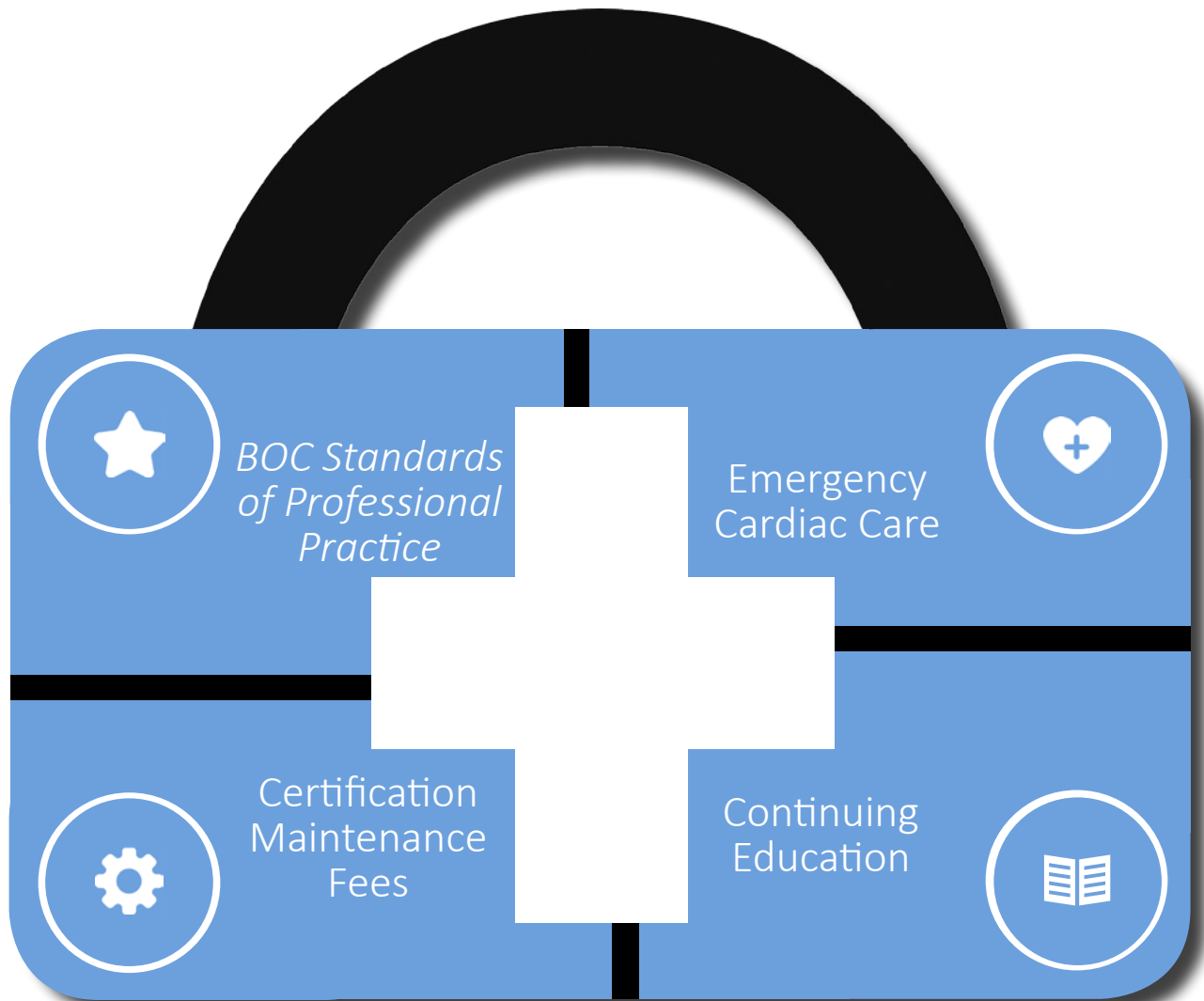
Failure to Maintain Certification by December 31, 2019 [page 14](#)

Reinstatement, Extension, Audit and Contact Information [page 14](#)

Log In To Your BOC Central™ Profile [page 15](#)

The BOC Central™ “My Summary” Page [page 16](#)

Maintaining Your Certification



Compliance with the *BOC Standards of Professional Practice*, emergency cardiac care, maintenance fees and continuing education is required to maintain your certification.

Adherence to *BOC Standards of Professional Practice*

Athletic Trainers (ATs) are expected to comply with the *BOC Standards of Professional Practice* at all times. A copy of the document is available on the BOC website at www.bocatc.org.



Certification in Emergency Cardiac Care

ATs must be able to demonstrate **ongoing** certification in the competencies outlined in the BOC's emergency cardiac care ([ECC](#)) [guidelines](#) throughout the reporting period. CEUs are not awarded for maintaining ECC.

NOTE: ECC certification must be current each year. Depending on the ECC provider, ECC recertification may not be required each year.



ECC must include all of the following:

- Adult CPR
- Pediatric CPR
- Second rescuer CPR
- AED
- Airway obstruction
- Barrier devices (e.g., pocket mask, bag valve mask)

Acceptable ECC providers are those adhering to the most current *International Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiac Care*.

Examples of courses that provide the above requirements include, but are not limited to:

- CPR/AED for the Professional Rescuer through the American Red Cross
- BLS Healthcare Provider through the American Red Cross
- BLS Healthcare Provider through the American Heart Association

Online ECC courses are acceptable if skills are demonstrated and tested by a certified ECC instructor or a voice-assisted manikin (VAM).

The in-person test can include video technology. Examples of acceptable blended programs include:

- AHA HeartCode®- students must attend a structured hands-on session with an AHA Instructor
- ProTrainings LLC's ProCPR- students must select the blended/hands-on option that requires a live instructor-led video conference

Regarding Instructor Cards: The BOC accepts the American Heart Association BLS Healthcare Provider Instructor or American Heart Association BLS Instructor card. All other instructor cards are unacceptable unless the provider can confirm, in writing, that their instructors are required to

maintain and successfully demonstrate provider skills to renew their instructor status.

The BOC reserves the right to request ECC documentation at any time; this includes, but is not limited to, the BOC audit. ATs must retain all ECC documentation that was current during the reporting period for at least 2 years after the end of the reporting period. The only acceptable documents are original certification cards, original certificates of completion or photocopies (front and back) of certification cards or certificates of completion.

The instructor and card holder must sign cards or certifications of completion if a QR code is not provided. Letters provided by instructors are not acceptable.

View easy, step-by-step instructions
to report ECC and CE on page 13.



Where do I upload my updated ECC card/certificate?

Answer: ATs do not submit updated ECC cards to the BOC. ATs enter their ECC information on their CEU reporting form and hold onto all ECC cards/certificates for up to 2 years after the reporting period. If audited, the AT is to provide copies of ECC documentation to show proof of compliance in ECC for the entire reporting period.



Payment of Certification Maintenance Fees

The annual certification maintenance fee supports the administrative, disciplinary, regulatory and professional development activities required of the BOC to retain [NCCA accreditation](#) and assure protection of the public.



NCCA accreditation highlights the essential elements of a high-quality program and is necessary for continued recognition of ATs by employers and regulators that identify the BOC exam and CE requirements in their state statutes, rules and regulations. Every AT has been required to pay the certification maintenance fee since 1992. The BOC will waive the certification maintenance fee for ATs who are certified in the same year the fee is assessed. The fee is non-refundable.

NATA Membership Status	Fee	When to Pay the Fee		How to Pay the Fee
Non-member (or member who does not check the "BOC Certification Maintenance Fee" box)	\$55	2018	Through BOC Central™: 5/2018 - 12/31/2019	Complete form <i>AT204 - Certification Maintenance Fee 2018</i> in BOC Central™
	\$55	2019	Through BOC Central™: 5/2019 - 12/31/2019	Complete form <i>AT204 - Certification Maintenance Fee 2019</i> in BOC Central™
Member	\$39	2018	During NATA Billing: 10/2017- 4/30/2018	Check the "BOC Certification Maintenance Fee" box when renewing your NATA membership for 2018 and 2019
	\$39	2019	During NATA Billing: 10/2018 - 4/30/2019	

There are 2 methods to pay the 2018 and 2019 BOC certification maintenance fees

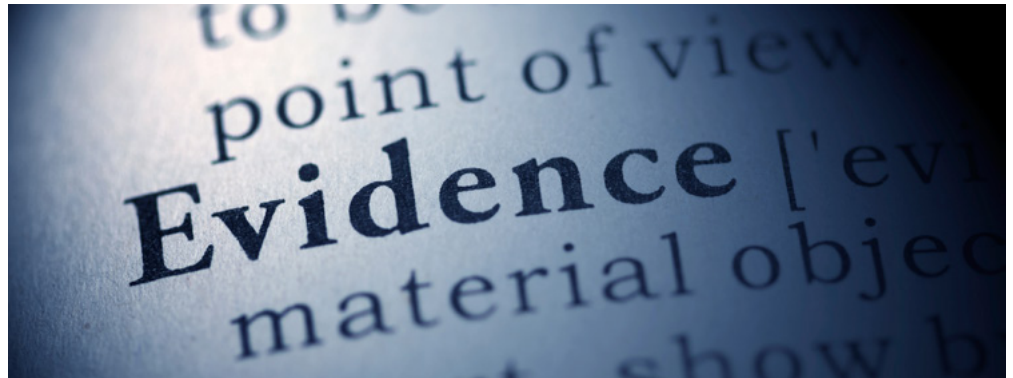


- 1 Pay a discounted rate via the NATA when you renew your 2018 and 2019 membership before April 30 of each year
- 2 Pay the BOC directly (use steps below)
 - Log in to BOC Central™
 - Complete *AT204 - Certification Maintenance Fee 2018* and *AT204 - Certification Maintenance Fee 2019* forms (due by 12/31/2019)
 - In the "Actions" section, click "Pay Cert Maintenance Fee"
 - In the "New Forms" tab, click *AT204 - Certification Maintenance Fee*
 - If you clicked "Save for Later" and are returning to complete the form:
 - In the "In-Process Forms" tab, click *AT204* and the form will open in edit mode allowing you to make changes immediately
 - Click "Submit"
 - Follow prompts to select to pay by credit card or to pay by check
 - If paying by credit card, follow prompts to enter credit card information
 - If paying by check, checks must be made out to BOC and received by the BOC no later than 5:00pm CT on 12/31/2019
 - You will need to complete the steps above again if you owe both the 2018 and 2019 certification maintenance fees

Completion of Continuing Education

Continuing Education (CE) requirements are intended to promote continued competence, development of current knowledge and skills and enhancement of professional skills and judgment.

ATs must complete a predetermined number of continuing education units (CEUs) within a given time period. CE programs must be intended for credentialed healthcare providers and wellness professionals.



AT	Number of CEUs	Period Begins	Period Ends
Certified prior to 2017	50	January 1, 2018	December 31, 2019
Certified in 2017	50	Date Certified	December 31, 2019
Certified in 2018	25	Date Certified	December 31, 2019
Certified in 2019	50	Date Certified	December 31, 2021



As information continually changes, it is important for professionals to learn the latest about athletic training. CE requirements are meant to ensure that ATs continue to:

- Stay on the cutting edge in the field of athletic training
- Obtain current professional development information
- Explore new knowledge in specific content areas
- Master new athletic training related skills and techniques
- Expand approaches to effective athletic training
- Further develop professional judgment
- Conduct professional practice in an ethical and appropriate manner

Practice Analysis

The rapid advancements in athletic training related knowledge make maintaining a minimal level of competence a continuous and ongoing responsibility of every practitioner regardless of employment location. Continued learning and maintaining competence as a healthcare provider are important aspects of professionalism, which have not gone unnoticed by society; in fact, society demands that all professionals are qualified and competent within their respective fields.

In the US healthcare arena, the half life of medical knowledge has been measured to be 5 years with the amount of information doubling every 18 months. Therefore, the BOC performs a practice analysis approximately every 5 years and requires that ATs report

CE programs every 2 years to encourage and assure an AT's ongoing competence in the ever changing landscape of healthcare knowledge and skill.

The *Practice Analysis, 7th Edition* (PA7) defines the current entry level knowledge, skills and abilities required for practice in the profession of athletic training. It contains the entry level standards of practice, the domains of athletic training, an entry level job analysis and a review of literature containing over 300 publications. In addition to serving as the blueprint for the BOC exam, it serves as a guide in determining relevant content areas for CE programs.

Copies of the current PA7 may be ordered online at www.bocatc.org.

CEU Calculation

CEUs are based on contact hours. Contact hours are defined as the number of actual clock hours spent in direct participation in a structured education format as a learner. One CEU is equivalent to 1 contact hour. CEUs will be awarded only for programs that are completed within reporting period. CEUs in excess of the amount required cannot be carried over for credit in subsequent reporting periods. CEUs cannot be earned prior to certification.



Documentation

Original documentation confirming participation in a program must be kept for 2 years after the reporting period has ended (see category description for documentation specifics).

CE Categories

The charts on the following pages describe each category and provide possible programs that may qualify for the category, the number of CEUs and the required documentation that will be needed IF you are audited. ATs only submit required documentation if they receive an audit notification from the BOC. **All CE programs/activities described for each category must be intended for an audience of credentialed healthcare and/or wellness providers (i.e., ATs, PTs, RNs, PAs, PTAs, MDs, DOs, CPTs) and the content must be at least entry level and pertain to the domains identified in the *Practice Analysis, 7th Edition*.**

Healthcare Education Clarification

If the program/activity content incorporates tasks from the PA in a substantive manner or has a focus of healthcare education, it may qualify for CEUs. If the content of the program/activity addresses pedagogy or improving the skill of teaching, or assessing participant learning outcomes, it does not qualify for CEUs. For example, programs related to teaching a clinical skill, documentation, or communication involve tasks in the PA and qualifies for CEUs. Curriculum design, however does not represent tasks incorporated in the PA and does not qualify for CEUs.

CE Activity Review

All CE activities must fall within the domains of the [*Practice Analysis, 7th Edition*](#). If you need assistance determining if a CE program qualifies to maintain BOC certification, BOC Staff can help. The free Individual Activity Review tool is a resource to determine if CE activities fall within the domains of athletic training as defined in the PA7. The BOC ultimately determines if an activity is eligible for CEUs regardless of the outcome of this tool. Visit the [BOC website](#) for details.

CE Program Category Descriptions

CE programs must focus on increasing knowledge, skills and abilities related to the practice of athletic training. There are 2 levels of CE with different categories in each level.

LEVEL I

LEVEL I categories are for competence activities and programs that require a level of BOC approval.

Evidence Based Practice (EBP) Category

BOC Approved EBP Programs

REQUIRED Minimum - 10 CEUs if 50 CEUs due;
5 CEUs if 25 CEUs due
Maximum - none

Category A

BOC Approved Provider Programs

Minimum - none
Maximum - 40 CEUs if 50 CEUs due;
20 CEUs if 25 CEUs due

LEVEL II

LEVEL II categories are competence activities and programs that do not require BOC approval. Each category specifies a minimum and/or a maximum number of CEUs.

Category B

Professional and Scholarly Activities

Minimum - none
Maximum - 33 CEUs if 50 CEUs due;
17 CEUs if 25 CEUs due

Category C

Post Certification
College/University Coursework

Minimum - none
Maximum - 40 CEUs if 50 CEUs due;
20 CEUs if 25 CEUs due

Category D

Non-Approved Provider Programs

Minimum - none
Maximum - 28 CEUs if 50 CEUs due;
14 CEUs if 25 CEUs due

- Pre-approved programs provided by BOC Approved Providers (live events or home studies) that meet basic EBP principles
- ACCME approved programs provided by BOC Approved Providers that qualify for Category 1 CME (must be pre-approved by the BOC)
- Post-certification coursework, residency, fellowship or doctoral dissertation with a focus on athletic training. See details below. The college/university attended must be accredited by an agency recognized by the [US Department of Education](#)
- Author of a peer-reviewed journal article addressing patient-oriented clinical research or translational research
- The BOC determines the number of CEUs awarded for EBP programs
- Visit the BOC website at <http://www.bocatc.org/FindCE> for a list of current BOC approved EBP programs and to verify the number of EBP CEUs being offered for each program

Possible Activities	Number of CEUs	Required Documentation
Approved workshops, seminars, conferences, coursework, webinars and home study programs (including peer reviewed journals) offered by BOC Approved Providers	As assigned by the BOC	Certificate of attendance/completion
ACCME approved programs that qualify for Category 1 CME offered by BOC Approved Providers and are pre-approved by the BOC	As approved by ACCME	Certificate of attendance/completion
Post-certification coursework from a CAATE accredited athletic training post professional program	10 CEUs per credit hour	Official transcript
Graduate of a PhD/EdD/DSc/DAT program may qualify if dissertation has a narrow focus of athletic training	10 CEUs if 50 CEUs required 5 CEUs if 25 CEUs required	Official transcript indicating graduation within the reporting period and copy of approved dissertation abstract. The college/university attended must be accredited by an agency recognized by the US Department of Education
Presenter or author of a BOC Approved EBP program Speaking engagements can be counted once per topic	10 CEUs per EBP topic	Letter of acknowledgment that includes date, title and intended audience of presentation from the conference coordinator or the BOC letter of approval
CAATE accredited athletic training residency/fellowship	25 CEUs per year	Letter from residency/fellowship director
Accredited medical or healthcare provider residency/fellowship with a focus closely related to athletic training. This may include, but is not limited to: <ul style="list-style-type: none"> • Medical residency for orthopedics, sports medicine, physical medicine and rehabilitation • Physical therapy 	25 CEUs per year	Letter from residency/fellowship director
Author of a peer-reviewed journal article or textbook chapter(s) addressing patient-oriented clinical research or translational research. This may include, but is not limited to: <ul style="list-style-type: none"> • Mechanisms of human disease • Therapeutic interventions • Clinical trials • Development of new technologies • Epidemiologic studies • Outcomes research • Health services research • Clinical epidemiology • Clinical predication rules • Comparative effectiveness • Systematic reviews • Critically-appraised topics 	Primary=15 CEUs per article/text Secondary=10 CEUs per article/text	Copy of the article/chapter and guidelines for authors

Does my residency/fellowship have to be a full year?
What if it's in 2 separate reporting cycles?

Answer: Yes. CEUs may be claimed in the reporting period when the residency/fellowship is completed. (e.g. begin residency in June 2019 and complete residency in June 2020, the 25 EBP CEUs can be used for the 2020-2021 reporting period)



LEVEL I

Category A

BOC Approved Provider Programs

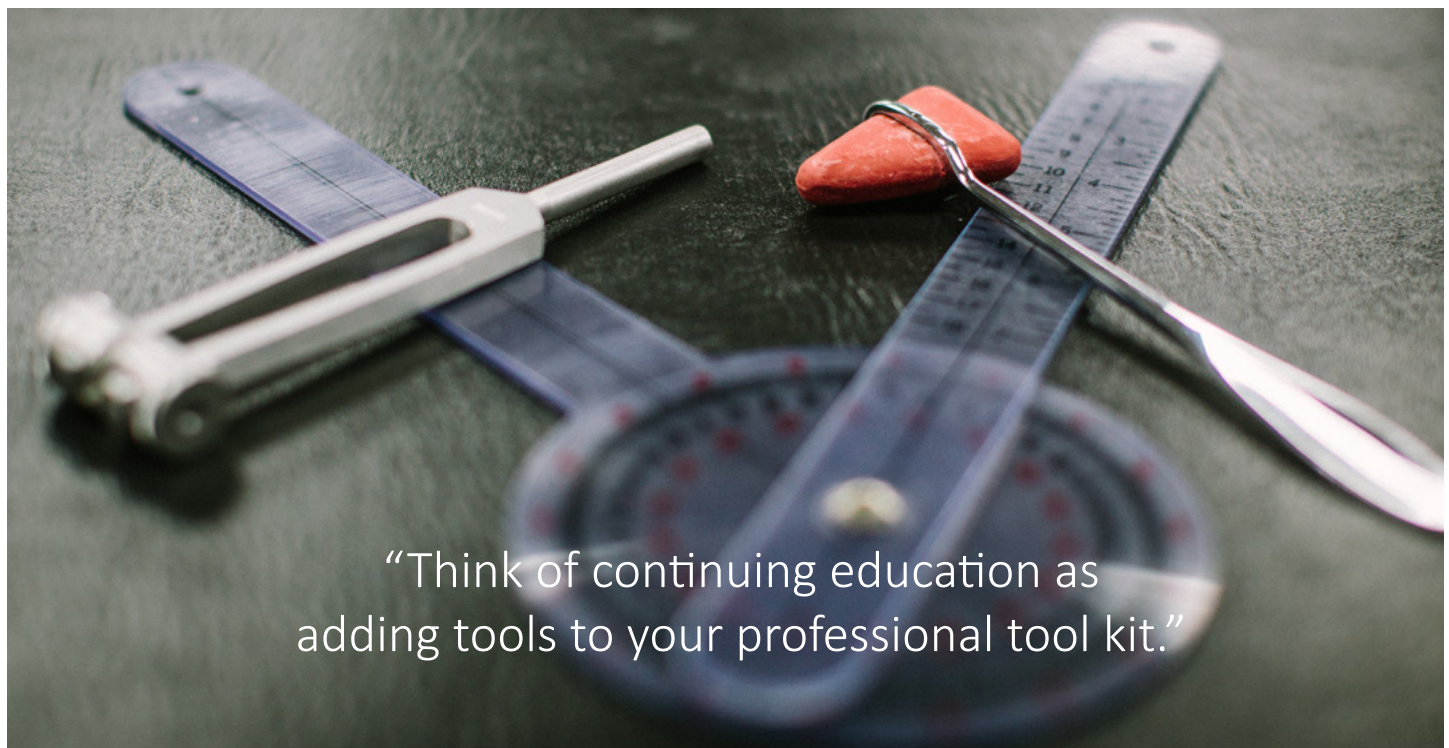
Minimum - none

Maximum - 40 CEUs if 50 CEUs due;

20 CEUs if 25 CEUs due

- Programs in this category are available through BOC Approved Providers. A list of current BOC Approved Providers is available on the BOC website at <http://www.bocatc.org/FindCE>.

Possible Activities	Number of CEUs	Required Documentation
Live events and home study programs (workshops, seminars, conferences, webinars, etc.)	As awarded by provider	Certificate of attendance/completion



“Think of continuing education as
adding tools to your professional tool kit.”

- Activities and number of CEUs awarded for each activity have been defined by the BOC
- Speaking engagements can be counted once per topic
- If an abstract and/or poster is connected to a presentation, CE credit can only be obtained for 1 activity or the other (i.e., an abstract and presentation on the same topic – only 1 will be awarded CE credit)
- Articles, textbooks, abstracts, home study programs and multimedia must be published during reporting period to receive CE credit

Possible Activities	Number of CEUs	Required Documentation
Speaker at a conference/seminar ²	10 CEUs per topic	Letter of acknowledgement that includes date, title and intended audience of presentation from the conference coordinator
Panelist at a conference/seminar	5 CEUs per topic	Letter of acknowledgement that includes date, title and intended audience of presentation from the conference coordinator
Primary author of an article in a non refereed journal ¹	5 CEUs per article	Copy of article
Author of an article in a refereed journal ^{1,2}	Primary=15 CEUs per article Secondary=10 CEUs per article	Guidelines for authors and copy of article
Author of an abstract in a refereed journal ¹	Primary=10 CEUs per abstract Secondary=5 CEUs per abstract	Guidelines for authors and copy of abstract
Author of a published textbook ^{1,2}	Primary=33 CEUs per book Secondary=20 CEUs per book	Copy of title page (must include publication date)
Contributing author of a published textbook ^{1,2}	10 CEUs per book	Copy of title page (must include publication date and table of contents or list of contributors)
Author of a poster presentation – peer reviewed or refereed ¹	Primary=10 CEUs per presentation Secondary=5 CEUs per presentation	Letter of acknowledgement that includes date and title of presentation from the conference coordinator
Primary author of published multimedia material (CD ROM, audio or video) ¹	10 CEUs per publication	Copy of publication
Participating member of clinical research study team	10 CEUs per research project	Letter from principal investigator or copy of approved IRB (IRB must include list of investigators)
Primary author of a home study program ²	10 CEUs per home study program	Letter of approval from provider company/organization
Reviewer of a refereed publication	5 CEUs per publication (limit 10 CEUs per year)	Disposition letter
Exam item writer ³	5 CEUs per year of active item writing	Letter of acknowledgment from exam company
Preceptor for a CAATE accredited athletic training program	5 CEUs per year (a minimum of 200 hours per calendar year)	Letter from clinical education coordinator (must include number of hours as a preceptor for the calendar year)

¹ The following explanations apply to publication activities:

- *Published*: prepared for commercial distribution
- *Journal*: a periodical containing scholarly articles and/or current information on research and development in a particular field
- *Refereed*: the manuscript/document has been reviewed by an editor and 1 or more specialists prior to publication

² Does not qualify for the EBP Category (does not address patient-oriented clinical research or translational research)

³ Includes BOC exam item writers and exam item writers for other healthcare professional exams

What if the preceptor did not do a good job; do I, as the clinical education coordinator, still need to provide a letter confirming the 200+ hours?

Answer: Yes. Clinical education coordinators are only confirming the number of hours completed by a preceptor.

If a preceptor is supervising more than 1 student at a time for 1 hour, does this count as 1 hour or is the hour multiplied by number of students?

Answer: This counts for 1 hour and not multiplied by number of students.



LEVEL II

Category C

Post Certification
College/University Coursework

Minimum - none
Maximum- 40 CEUs if 50 CEUs due;
20 CEUs if 25 CEUs due

- CEUs are awarded for successful completion of college/university courses if the content of the course falls within the domains identified in the [Practice Analysis, 7th Edition](#)
- The college/university attended must be accredited by an agency recognized by the [US Department of Education](#) or the coursework has been deemed equivalent to US coursework by a third party (e.g. World Education Services)
- In order to be eligible, a course must be assigned credit hours and be listed on an official transcript
- In order for practicum courses, clinical and internship experiences to be eligible, credit hours must be earned and listed as such on an official transcript
- 10 CEUs are awarded for each credit hour (e.g. a 3 credit course receives 30 CEUs). A credit hour must be equivalent to a minimum of 10 classroom hours
- Teaching a college course is not acceptable for CE credit
- Non-credit college courses are not acceptable for CE credit in Category C.
- Courses must be listed individually. Do not list degree program or semester as a whole

Possible Activities	Number of CEUs	Required Documentation
College/university official course (does not qualify for EBP Category- not from a CAATE accredited AT post professional program)	10 CEUs per credit hour	Official transcript from accredited college/university and a copy of the course description or syllabus



Can I earn CEUs for taking college courses?

Answer: ATs may earn 10 CEUs per credit hour for college courses that fall within the domains of athletic training defined in the [Practice Analysis, 7th Edition](#). The college or university must be accredited by an agency recognized by the US Department of Education, and the course must be listed as earned credit on a college/university official transcript.

Can the BOC approve/review my college course for CEUs before I submit/enter my CEUs?

Answer: The free [Individual Activity Review](#) tool is a resource to determine if CE activities fall within the domains of athletic training as defined in [Practice Analysis, 7th Edition](#). Additional help in determining if a course falls within the domains of athletic training can be requested by logging in to your BOC Central™ profile and completing form *AT205 - Individual Activity Review*. BOC staff will review your activity and provide a final determination for a \$45 fee.

- This category includes attendance at a professional program that is sponsored by groups other than BOC Approved Providers. Educational content must be at or above entry level
- CE credit is also earned in this category for viewing educational multimedia (e.g., videotapes, DVDs). The content of the multimedia must fall within the domains identified in the [Practice Analysis, 7th Edition](#)
- 1 CEU is awarded for each contact hour
- Surgery observation needs to have an educational component with objectives, outline and letter of verification from physician

Possible Activities	Number of CEUs	Required Documentation
Activities by non-BOC Approved Providers	1 CEU per contact hour	Verification of attendance including number of contact hours and event date and a copy of the event program that includes a description and objectives
Videos, DVDs, audiotapes, multimedia, webinars	1 CEU per contact hour	Documentation verifying completion (exam required)

Can I count CEUs for ACLS/PALS/Lifeguarding?

Answer: Content beyond BLS learned in an ACLS/PALS/Lifeguarding course are eligible for CEUs. This content is worth 1 CEU per contact hour in Category D. Typically, this accounts for about 4 hours.



1

There are 2 methods to report CE and enter ECC

Submit CE in BOC Central™

BOC CENTRAL LOGIN

Log in to BOC Central™ at www.bocatc.org

Complete *AT203 - Continuing Education Reporting Form* (due by 12/31/2019)

- In the "Actions" section, click "Enter/Report CE Activity"
- In the "New Forms" tab, click *AT203 - Continuing Education Reporting Form*
- If you clicked "Save for Later" and are returning to enter additional programs for the current reporting period:
 - In the "In-Process Forms" tab, click *AT203* and the form will open in edit mode allowing you to make changes immediately

Enter CEUs and Calculate Totals (Page 1)

- Have your CE documentation with you for easy data entry
- Determine the appropriate category for the CE program (guidelines can be found under each category)
- Type the details of the CE program in the fields under the appropriate category and repeat by clicking "Add New" as necessary
- To update your CEU totals, click "Refresh Totals" in the "CEU Summary" at the bottom of the reporting form
- Select "Next" to go to Page 2

Enter ECC (Page 2)

- Enter ALL ECC cards/certificates that were valid during the reporting period
- You must show you have been current each year of the reporting period
- Enter certificate ID/card code, if provided
- Be sure to keep all cards/certificates for the reporting period
- Select "Next" to go to Page 3

Complete "Certification Maintenance Confirmation Statements" (Page 3) and select "Next" to go to Page 4

Complete "Employer Notification" and "Practice" information (Page 4)

If you HAVE NOT MET the minimum CE and ECC requirements or you want to continue recording programs:

- Click "Save for Later"

If you HAVE MET and are finished entering the minimum CE and ECC requirements:

- Be sure you have completed ALL 4 pages of the reporting form
- Click "Submit" (ONLY IF you are completely finished)

2

Report CE via mail- \$25 processing fee

The CE reporting sheet can be found at www.bocatc.org.

Failure to Maintain Certification by December 31, 2019

Failure to comply with the certification maintenance requirements will result in expiration of your certification effective January 1, 2020.

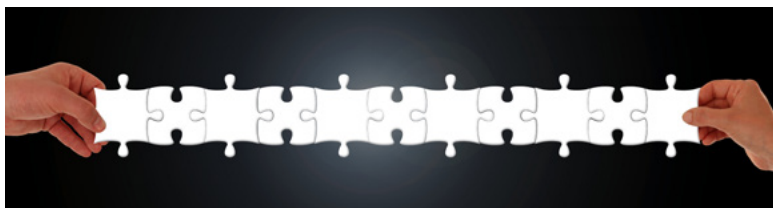
Reactivation

Did you forget to submit your CE report or pay your certification maintenance fees? With the understanding that life happens, the BOC provides a 2-month window to reactivate your certification. From January 1, 2020 – February 29, 2020, you can reactivate your certification by following the steps below:

1	Log in to BOC Central™
2	Pay the reactivation fee by completing <i>AT301 - Reactivation Fee</i>
3a	If you did not fulfill the 2018-2019 CE requirement: <ul style="list-style-type: none">Submit your CE by completing <i>AT203 - Continuing Education Reporting Form (due by 12/31/2019)</i> with CE entered for the 2018-2019 CE reporting period
3b	If you did not fulfill the 2018 fee requirement: <ul style="list-style-type: none">Pay your 2018 maintenance fee by completing <i>AT204 - Certification Maintenance Fee 2018</i>
3c	If you did not fulfill the 2019 fee requirement: <ul style="list-style-type: none">Pay your 2019 maintenance fee by completing <i>AT204 - Certification Maintenance Fee 2019</i>

Once you have completed the certification maintenance requirements, your certification status will return to certified. **Keep in mind that you will be subject to an audit as a result of submitting your certification maintenance requirements late.** The BOC will provide an updated list of certified ATs to state regulatory agencies in March, which may affect your ability to practice if your status remains expired with the BOC.

Reinstatement, Extension, Audit and Contact Information



Reinstatement

If you fail to meet the requirements for reactivation during the specified period, you must comply with the reinstatement policy and procedures. Details regarding reinstatement can be found on the [BOC website](#).

Request an Extension

If you are unable to meet the deadline due to extenuating circumstances (e.g. military deployment, medical condition, etc.), you may submit a written request for a deadline extension. The request must include an explanation of your extenuating circumstance and supporting documentation (e.g., military orders, medical documentation, etc.). Send requests to CE@bocatc.org. Requests must be received no later than December 31, 2019, 5:00pm CT. All requests will be reviewed on an individual basis.

Audit

A percentage of individuals will be selected for audit. Audited individuals will be required to submit their original documentation (CE and ECC) to the BOC for review. Detailed instructions pertaining to the auditing process will be provided to audited individuals. A response to the audit notification is due within 45 days from the date of the notification letter. The BOC reserves the right to audit any individual at any time. Keep in mind that you will be subject to an audit as a result of submitting your certification maintenance requirements late.

Contact Information

Changes in contact information must be provided to the BOC. Failure to keep contact information current may result in expiration or suspension of certification. Log in to your personal profile in BOC Central™ to verify and/or update your contact information.

The BOC Central™ “My Summary” Page



The BOC Central™ “My Summary” page is a tool used to show what you still have due during the current reporting period.

My Summary Your Name - 123456789

Status= Your current certification status
Expiration = Date in which you must comply with all certification maintenance requirements

Profile

My Summary
Update Personal Info
Request Name Change
Order History
Certification History
Change Password
Logout

Actions

Complete/Review a Form
Exam Candidate
Apply/Register for BOC Exam
Take Self Assessment Exams
Request School Change
Certified Athletic Trainer
Enter/Report CE Activity
Pay Cert Maintenance Fee
Print BOC Card
Request Official Verification
Order Certificate/Plaque
Take Needs Assessments
Resign Certification
Expired Certification
Reinstate Certification

Support

Help
Email an Inquiry
Inquiry History

My Status

AT Certification - (Certification Number: 123456789)


Status	Expiration
Certified	12/31/2019

My Certification Maintenance Requirements

Due December 31, 2019 (by 11:59pm CT)
Saved forms appear under the “In Process” tab


Pay 2018 Fee
\$55 Due
(click here)


Pay 2019 Fee
\$55 Due
(click here)


Submit CE
50 CEUs Due
(click here)

This area shows you the status of the requirements needed to maintain your certification by adding a check when the requirement has been completed.

Please review contact information below and correct if needed.

My Personal Information

Additional Information

Your Name

Address
City, State Zip

Phone

Email

The **Menu** allows you to perform several functions:

Profile section = update your personal information, change your password and view your certification history

Actions section = start a form, continue a form that has been started and review a form that is complete

Exam Candidate - forms for BOC exam candidates

Certified Athletic Trainer - forms for ATs with a Certified or Expired* status

Expired Certification - forms for individual with an Expired status

Support section = review frequently asked questions, obtain BOC contact information and send BOC staff a message

Complete/Review a Form

Complete/Review a Form

Your Name - 123456789

New Forms In-Process Forms Completed Forms

The **Complete/Review a Form** page has 3 tabs:

New Forms = Forms that you have NOT started

In-Process Forms = Forms that you have started (clicked Save for Later) but not submitted

Completed Forms = Forms that you have submitted

BOC VISION

The BOC exists so that healthcare professionals worldwide have access to globally recognized standards of competence and exceptional credentialing programs that support them in the protection of the public and the provision of excellent patient care.

BOC MISSION

To provide exceptional credentialing programs for healthcare professionals to assure protection of the public.

BOC VALUES

Integrity, Professionalism, Fairness, Transparency, Service

The BOC, a national credentialing agency, has been certifying Athletic Trainers and identifying, for the public, quality healthcare professionals with certainty since 1969.

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