

Certification Renewal

Why is Certification Renewal Important?

Why is certification renewal important? This is a question often asked by IMSA's certified body. It is often a misconception that working in the field every-day is proof enough that an individual is current in their field of expertise. However, this is not the case, not only with IMSA certifications but in other professions as well. To renew a medical license in most states, doctors must complete a certain number of hours of continuing education every year or two. Most states requires teachers to renew their teaching license by obtaining continuing education every few years. Whether you are a doctor, saving lives, a teacher, teaching our future or in the public safety field, keeping pedestrians and motorists safe; certification renewal is pertinent to the continued success and safety of your day-to-day job.

Not only is renewing certifications and staying current in the field important for the public, but for the certified individual as well. Safety starts with you; the individual setting up the work zone, in the bucket truck, working in a cabinet,

installing fire alarms, striping roads or posting signage. Being current in your field will help ensure the well-being of motorists, pedestrians and you.

In today's litigious society and given the profession you have chosen (public safety), the Certification Renewal Program is indeed a move in the right direction for you, your employer and IMSA. Not only obtaining certification, but requiring a certification to be renewed can be an asset if called into court to testify. Not only does it show you have maintained your certification(s) and are current in the industry, but it can boost your credibility significantly.

There are several different ways to renew an IMSA certification, which have been outlined, in detail, on pages two and three of this newsletter. Being an IMSA member can make you eligible to receive TARP points. Continuing education you

have received through a vendor/distributor, vocational school and/or college are also ways to renew. Lastly, sitting through the current certification course (without the exam) is a great refresher, as IMSA is constantly updating material and courses.

If you have taken training or are considering a training course and are not sure if it applies to the specialty in which you are renewing, please contact Amanda Santell at the International Office for assistance at ais@imsasafety.org or 1-800-723-4672.



How Do I Know When I Am Due For Renewal?

A renewal packet will be sent to you prior to your expiration date. If you do not receive a renewal packet it could be because IMSA does not have your current address in the database. It is very important to update any changes in employment, addresses and name, on the

IMSA website.

To find your certification expiration date you may refer to your certification certificate and/or card you received from your last renewal or when you received the initial certification. For members, your certification date(s) will also

be listed on the back of your membership card. Expiration is three years from the date listed.

If you are unable to locate your expiration dates please contact Amanda Santell at the International office.



SPECIAL POINTS OF INTEREST

- *Options for Renewal (pg. 3)*
- *What is the TARP Program (pg. 3)*
- *Acceptable Courses for Renewal (pg. 3)*
- *FAQ's (pg. 3)*
- *How to Become an IMSA Member (pg. 4)*

What Are My Options For Renewal?

There are three methods for renewal of IMSA certifications; Continuing Educational Units (CEUs), attending the current IMSA certification course or obtaining the next higher certification level. Individuals may choose any one of the options. The renewal requirements must be completed prior to the expiration date of the individual's current certification.

Educational Units

- a. College/Technical/Vocational course work
- b. Continuing Educational Units (CEUs)
- c. TARP points
- d. Renewal hours by personal log

When renewing by educational units it is important to remember the following items:

- Be sure the course(s) or training pertains to the certification being renewed.
- Educational units must be completed



within the three (3) years prior to the certification(s) expiration date.

- A combination of the Educational Units can be used for renewal.
- All certifications are required to have

16-hours (1.6 CEUs or 64 TARP points) to renew a certification **except** Work Zone and Flagging; these only require 4 hours (.4 CEUs or 16 TARP points).

- Certificates of completion are recommended for proof of training. However, a personal log may be completed and signed by a supervisor, moderator or speaker and submitted to the International office at the time of renewal. Personal logs will be randomly audited. Personal Logs can be found at www.IMSAsafety.org

Attending the Current IMSA Certification Course

IMSA is aware some individuals are not able to attend technical training sessions as often as others, for those individuals, IMSA recommends attending the current 16-hour certification course. When attending the current 16-hour certification course for renewal you will not be required to take the exam.

It is important to follow these steps when choosing the 16-hour certification course as your renewal option:

- You may only use this option within "one year" prior to the expiration

date on your current certification.

- Contact your local IMSA Section Certification Chair to register for the course (cost of course determined by section).
- Download a personal log at www.IMSAsafety.org. It is your responsibility to bring the log with you to the course and have it signed by the moderator.

- Be sure to sign the class roster as it will be audited.
- Once you have completed the course the personal log must be returned to the International office at the time of renewal with your renewal fee.

"Follow these steps when choosing the 16-hour certification course as your renewal option"

Higher Certification Level

Achieving the next higher certification level in each specialty will result in a new three-year certification; therefore, renewal of your existing certification will not be necessary.

- For example: An individual with a current Traffic Signal I certification who passes a Traffic Signal II certification course will receive a new certification level, which will be due for renewal three-years from the date printed on the certificate and

certification card.

- If an individual does not pass the next higher certification level, renewal will still need to be completed on the last level achieved. *Individuals attending the class will have achieved the required amount of renewal hours.*

- If an individual holds a Traffic Signal I and Signs & Markings I and passes the Traffic Signal II certification course, this will not renew the Signs & Markings I certification.



Technical Advancement Recognition Program (T.A.R.P.)

The TARP points system was developed as a member benefit to track members efforts in obtaining information and education through attending "Technical Sessions" held in their Section or at International Conferences.

TARP is a points based system for members that attend a "recognized" (approved by the Section) Technical Session, points are assigned and the activity is logged in the IMSA database. TARP points will be given for Section organized sessions, International conferences, sponsored presentations or technical presentations.

TARP points are awarded as such: 2 points for every 30 minutes of a presentation.

Who would gather the points?

The local Section Certification Chair or

Section Secretary will collect sign in sheets from Technical Sessions and submit them to the International office to be logged in the IMSA database.

If a member attends an industry related Technical Session they could submit an outline of the materials presented (including presenters name and contact



number) and the duration of the session to the local Certification Chairman. If after review it is deemed suitable, the local Section Certification Chairman would request points be assigned to that person.

Traffic Signal, Signs & Markings, Roadway Lighting, Fiber Optics, Fire Alarm and Telecommunicator require a total of 64 TARP points (A total of 16 hours of Technical Sessions) to renew.

Work Zone Safety, Flagging and Traffic Regulator require a total of 16 TARP points (4 hours of Technical Sessions) to renew.

What Courses Are Acceptable For Renewal?

The following is a sample of acceptable training that can be submitted for renewals on a variety of Specialties:

- Electrical License CEUs
- 2070 Controller Training
- NEMA TS2
- Fire Officer I & 2 (NFPA 1021 2003 Edition Curriculum)
- Flagger Training
- Earthing, Surging & Lighting Protection
- Basic Electronics for Traffic Signals
- Roundabout Design Workshop
- Retroreflective Technology
- Confined Space Awareness
- Bucket Truck Safety
- Fall Protection
- Electrical Code Change Course
- Roadway Illumination & Electrical Installations.
- Sign Fabrication Workshop
- Level II - In Fire Protection Engineering Technology Fire Alarm Systems

This is only a small list of what has been used for various renewals.

If you have any questions about acceptable courses for renewal, please contact Amanda Santell at ais@imsasafety.org

FAQ's

Q. If I hold a Traffic Signal II (field) and Traffic Signal II (bench) do both have to be renewed?

A. Yes, both certifications need to be renewed. However, the 16 hours of training can be used to renew both certifications. Furthermore, if you hold a Traffic Signal II Bench & Field and a Traffic Signal Inspector all three can be renewed with the same 16 hours of training.

Q. My certification expires in June but I can't get into a training class until September. What should I do?

A. If the certification is not renewed by the expiration date it will lapse. The lapsed certification holder will have one year to reinstate their certification by documenting 16 hours of training. If the certification is not reinstated within one-year the individual must take the current certification exam at the highest level previously obtained.

- Have there been product demos at your shop?
- Training on a new installation?
- Weekly safety meetings?

These hours can all be used toward renewal.

Q. What happens if I take the next higher certification level and fail? How do I renew?

A. If you currently hold a Traffic Signal I and take Traffic Signal II to fill your renewal requirements, but fail, by participating in the Traffic Signal II course, your required 16 hours of training would be met. Additional paperwork and payment would then need to be sent to renew the Traffic Signal I.



IMSA

Dedicated to providing quality certification programs for the safe installation, operation, and maintenance of public safety systems; delivering value for members by providing the latest information and education in the industry.

IMSA

165 East Union Street
PO Box 539
Newark, NY 14513

Phone: 1-800-723-4672
Fax: 315-331-8205
E-mail: ais@IMSAsafety.org

Your safety and education is our business.

We are on the web!!!
www.IMSAsafety.org

Orlando, FL to Host 2012 International Conference

Join IMSA in Orlando for the 117th Annual Conference and 35th Annual School; July 24-31. The International Conference is a great opportunity to collect TARP points for Certification Renewal and network with other members. You can find more information at www.IMSAsafety.org and in the IMSA Journal.

Your Opinion Counts

Is there something you would like to see in this newsletter? Do you have questions that need to be answered? Will others benefit from the answers? Please submit your ideas and questions to Amanda Santell at ais@imsasafety.org. Be sure to look for the next newsletter, your submission may be included!

IMSA STAFF

Marilyn Lawrence.....Executive Director, Editor and Publisher

E-mail: mel@IMSAsafety.org

Sharon Earl.....Executive Assistant & Assistant Editor, Technical Training Coordinator

E-mail: sne@IMSAsafety.org

Douglas M. Aiken.....Deputy Executive Director

E-mail: daiken@IMSAsafety.org

Lonnie Tebow..... Director of Transportation and Traffic Programs Office

E-Mail: ltebow@IMSAsafety.org

Melissa Kinslow.....Secretary to the Executive Director, Inventory Control Manager

E-mail: mce@IMSAsafety.org

Sharon Prutsman.....Membership Records Coordinator

E-mail: slp@IMSAsafety.org

Lori Blaisdell.....Assistant Technical Training Coordinator

E-mail: lmb@IMSAsafety.org

Amanda Santell.....Certification Renewal Coordinator

E-mail: ais@IMSAsafety.org

Dawn Donson.....Assistant Inventory Control Manager

E-mail: dmd@IMSAsafety.org

Carrie Norrison.....Office Assistant

E-mail: cen@IMSAsafety.org

Jennifer Garritano.....Office Assistant

E-mail: jlg@IMSAsafety.org

Become An IMSA Member

What are the benefits to becoming an IMSA member?

- IMSA Journal
- IMSA Internet Web site Members Only Area
- Membership Certificate
- Membership Label Pin
- Membership Card
- Voting Rights
- Discounts on Merchandise
- Section Membership
- Training and Education
- Discounted IMSA Certification Exam Fees
- **Discounted IMSA Certification Renewal Fees**
- Networking Opportunities
- Scholarship Program
- Committee Membership
- Washington Representation
- Representation to other Associations
- International Conference and Schools
- Career Opportunity Information
- **Technical Advancement Recognition Program (TARP)**

A IMSA Membership application may be found at www.IMSAsafety.org or contact Sharon Prutsman, the Membership Record Coordinator, at slp@IMSAsafety.org for more information.