

REQUIREMENTS FOR DONA INTERNATIONAL POSTPARTUM DOULA CERTIFICATION

Step 1:

Requirements PRIOR TO attending 27 hour DONA approved postpartum doula workshop: (Contact your trainer to discuss any special circumstances.)

1. Verify completion of a breastfeeding requirement. Submit required documentation with completed certification application. Choose one (1):
 - Proof of completion of lactation consultant, breastfeeding peer counselor or community breastfeeding educator training.
 - Proof of completion of an on-line lactation study program. Options include: http://www.leron-line.com/Basic_Lactation_Management.htm and <http://www.breastfeedingbasics.org/>.
 - Proof of participation in a breastfeeding class or workshop:
Submit a class outline and signed Breastfeeding Class Observation Form (included in this packet) as documentation of attendance at a three hour (minimum) breastfeeding class taught by an educator with recognized breastfeeding credentials (IBCLC, CLE or CLC).
2. Read at least one book from each of the following categories: **“Becoming a Mother,” “The Newborn,”** and **“Breastfeeding”** from the Postpartum Doula Required Reading List (pink form). Please direct any questions to your trainer.

Step 2:

Attend a DONA International approved postpartum doula workshop of 27 or more hours. Verify that your workshop is DONA approved by checking www.DONA.org or by calling (888) 788-DONA (3662).

Step 3:

Requirements AFTER attending 27 hour DONA approved postpartum doula workshop:

1. Sign statement of completion of the entire Postpartum Doula Required Reading List (pink form).
2. Copies of good evaluations from at least three mothers to whom you have provided a minimum of eight hours each of postpartum support *after* attending the DONA-approved postpartum doula workshop. At least two of the three mothers must be breastfeeding during the time you are working with them.
3. Copies of good evaluations from at least three spouses, partners, or other adult support people of the above clients. The doula must have spent enough time with the partner for them to feel comfortable filling out the evaluation form.

4. A 300-500 word account for each certifying postpartum experience, covering the following:
 - The age of the newborn when you began
 - The starting and ending dates and approximate total postpartum hours of service with this family
 - The doula's role with the mother
 - The mother's reaction to the support she received
 - The doula's role with the father/partner/adult support person
 - The father's / partner's or other adult's reaction to the support they received
 - What the doula learned from this experience
5. Three signed copies of the DONA International Confidentiality Release Form, one for each family submitted for certification (white form; also can be downloaded from the DONA International web site at www.DONA.org).
6. A 500-1000 word typed essay on "The Value of Postpartum Support."
7. Develop and submit a resource list that must include at least 45 resources from at least 30 different categories. Please be sure to check all listings for accuracy (blue form).
8. Health Care Professional Recommendation Form or letter of recommendation from a healthcare provider (white form).
9. Attach the signed copy of the skills Self Assessment Form (white form).
10. Provide Character References. Two professional references—these do not have to be related to doula work.
11. Verify current DONA International membership by e-mailing info@dona.org or calling (888) 788-DONA (3662).
12. Complete the Application for Postpartum Doula Certification (buff form).
13. Provide a copy of current CPR certification received through one of the following approved courses for _____ Infant and _____ Adult.
 - American Heart Association
 - American Red Cross
 - St. John's Ambulance
14. Sign copy of DONA International's Postpartum Doula Code of Ethics (green form).
15. Sign copy of DONA International's Postpartum Doula Standards of Practice (green form).
16. Read the DONA International Position Papers: *The Postpartum Doula's Role in Maternity Care* and *The Birth Doula's Contribution to Modern Maternity Care*.

17. Enclose your certification application processing fee or a copy of the e-mail receipt from the DONA Boutique. To determine the current fee please check the DONA International web site, www.DONA.org, or contact the Home Office by e-mailing info@dona.org or calling (888) 788-DONA (3662). DONA International's fees are based on the International Fee Group Index and are according to the country of residence. All DONA International fees are listed and payable in U.S. funds only. Please make checks or money orders payable to DONA International and mail to:

**DONA POSTPARTUM CERTIFICATION CHAIR
PO BOX 626
JASPER, IN 47547-0626**

I. Additional Important Information:

You are responsible for having the correct number of good evaluations in your application for DONA International certification. Please do not have evaluations sent to DONA International by parents, family members or health care professionals. Hold all paperwork until you are ready to send in the completed packet. Evaluations must be done after attending a DONA approved postpartum doula workshop. Please save a copy of all materials that you send to DONA International for your own files.

II. Mailing Completed Certification Materials:

- Please DO NOT send your completed packet using a mail service that requires a signature from the DONA International Home Office.
- If you send your packet via another carrier other than the mail system, please send it to 811 Newton Street, Jasper, IN 47546.
- Please DO NOT staple.
- To be notified that your application has been received, please include a self-addressed stamped postcard.
- DO NOT include the binder your materials arrived in.
- DO NOT place materials in any other type of binder or folder for mailing.
- Allow two months for processing your application. Please contact the Home Office at (888) 788-DONA (3662) or Postpartum@DONA.org if you have not received notification after two months.

III. Problems With Materials Submitted For Certification:

- Applicant will be notified by e-mail, phone or letter if there are concerns with the application.
- Applicant may be asked to submit additional materials.
- Applicant is expected to act in a polite and professional manner when discussing concerns with the Certification Committee.

IV. Extensions:

One extension of six (6) months may be granted for a fee of \$10. Order on the DONA Boutique, www.DONA.org or by contacting DONA International at (888) 788-DONA (3662).

V. Denial of Certification:

Certification may be denied to an applicant who falsifies information, does not complete all requirements or does not adhere to DONA International's Code of Ethics and Standards of Practice. Certification may be denied at the discretion of the Certification Committee.

VI. Refund Policies:

No refund will be provided for membership fees, certification packets or certification fees if certification is denied or the applicant withdraws during the application process.

VII. Replacement Fee:

A \$15 fee will be charged for replacement of this certification application packet.

VIII. Forms in Languages Other Than English:

Please contact the DONA International Home Office at (888) 788-DONA (3662) or e-mail Certification@DONA.org if you are interested in receiving certification materials in languages other than English.

IX. Oral Interviews:

In special circumstances, for those applicants who are unable to write, an oral interview may be used for certification. You must contact the Postpartum Certification Committee to make arrangements. Please call (888) 788-DONA (3662) or e-mail Postpartum@DONA.org.