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## FORM A

### Recertification Process

#### ACTIVE STATUS

##### **BASIC REQUIREMENTS FOR RECERTIFICATION FOR ACTIVE STATUS:**

1. Maintain continuous membership in DONA International.
2. Attend a minimum of three births as a doula and complete DONA Birth Doula Verification form.
3. Obtain a minimum of 15 contact hours of continuing education approved by a recognized organization in a birth and/or parenting related field. Submit all relevant paperwork. Alternatives to recognized continuing education may be acceptable. See enclosed sheet, "Alternatives to Continuing Education for Recertification" on form C.
4. By recertification date, complete and submit the DONA Application/Affidavit form, which verifies that you have met all recertification requirements and all necessary documentation.
5. Submit \$60.00 (US funds) recertification fee to the DONA Certification Committee.

##### **INSTRUCTIONS FOR RECERTIFICATION FOR ACTIVE STATUS:**

#### **1. Maintain continuous membership in DONA International.**

Certified doulas must maintain continuous membership with DONA International. To verify that your membership is current, check the date that is printed on your mailing label of the *International Doula* magazine.

When applying for recertification, a certified doula whose membership has lapsed is permitted to purchase her prior year(s) of membership. If a certified doula purchases her membership for her lapsed years, she will be sent missed issues of the *International Doula* (as many issues of the *ID* will be sent as back stock permits). In addition to the annual membership fee, a \$5 processing fee will be charged.

Please send your membership fee to DONA International, at address listed above. US funds only. Failure to maintain current membership may delay the recertification process.

#### **2. Attend a minimum of three births as a doula and complete required documentation.**

Required Documentation for births:

- a. Birth Doula Verification form **or** Birth Record Sheets (not included) with client/medical careprovider signature.
- b. Evaluations from three clients using the doula's services.
- c. Doulas are highly encouraged to complete and return the Data Collection form to the DONA Data Collection Committee.

You will verify your attendance at the births by signing the DONA Application/Affidavit form. You are required to mail the Birth Doula Verification form.

Created:

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**3. Obtain a minimum of 15 contact hours of continuing education approved by a recognized organization in a birth and/or parenting related field.**

**Required documentation for continuing education:**

Certificate of Attendance indicating number of hours earned and name of approving organization.

You will verify your attendance at the Continuing Education program by signing the DONA “Application/Affidavit for Doula Recertification,” form D, and mailing in your certificate of attendance with your application.

Acceptable sources of continuing education:

Hours offered at a DONA International Conference or by recognized organizations which provide contact hours for maternal/child health professionals. (Examples include, but are not limited to, State/Provincial Nursing Organizations, ASPO/Lamaze, ICEA, IBLCE.) Attendance at a DONA Approved Postpartum Doula Workshop.

Acceptable “Alternatives to Continuing Education” are available. See form C. Recertifying doulas who use these alternatives are responsible for duplicating their own verification forms.

**4. Complete the enclosed form “Application/Affidavit for Doula Recertification, Active Status” and return it to DONA International.**

**5. Submit \$60.00 (US funds) Active Status Recertification Fee with your Application/Affidavit form to the DONA Recertification Committee at the address listed above.**

Policy for replacement of lost Recertification Application Packets:

A \$10 fee will be required in all cases for the replacement of a Recertification Application Packet. A check for \$10 US Funds must be submitted to the DONA Certification Committee.