



**AOTA BOARD CERTIFICATION
IN
MENTAL HEALTH**

**Occupational Therapist
Candidate Application**

American Occupational Therapy Association
4720 Montgomery Lane
Bethesda, MD 20814-5320
800-SAY-AOTA, ext. 2838 (Members)
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<http://www.aota.org/certification>

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BACKGROUND AND INFORMATION

AOTA Board Certification in Mental Health

Purpose

Through its Board Certification programs, the American Occupational Therapy Association (AOTA) provides formal recognition for practitioners who have engaged in a voluntary process of ongoing professional development and who are able to translate that development into improved client outcomes.

The AOTA certification process recognizes applicants who have carefully designed and systematically completed professional development activities that facilitate achievement of the criteria delineated for an advanced practitioner in the certification area.

AOTA Board Certification is based on peer-review that includes (1) demonstration of relevant experience, (2) a reflective portfolio, and (3) ongoing professional development. The objectives of Board Certification are to

1. Create a community of occupational therapists who share a commitment to continuing competence and the development of the profession.
2. Facilitate and respond to the future development of best practice, education, and research in occupational therapy.
3. Assist consumers and others in the health care community in identifying occupational therapists with expertise in recognized areas of practice.

Benefits of Certification

- *Clinicians*—Personal accomplishment, professional recognition, career advancement
- *Administrators*—Career ladder, The Joint Commission and other stakeholders, marketing
- *Faculty*—Models the importance of ongoing professional development and reinforces the critical examination of clinical practice, which can be extended to support learning opportunities for students.

Authority

Mental Health Board Certification is awarded by AOTA and is

- A private program
- Not awarded or required by federal or state governments
- Not required as part of the minimum qualifications to work as an occupational therapist
- Voluntary.

Mental Health Board Certification is awarded to individuals who have demonstrated the capacity for meeting identified criteria that reflect advanced occupational therapy practice in the area of mental health through a peer-reviewed reflective portfolio process.

Administration of the program is by the AOTA Board for Advanced and Specialty Certification (BASC) under the auspices of the AOTA Commission on Continuing Competence and Professional Development (CCCPD).

Occupational Therapy Code of Ethics and Ethics Standards

Articulated within Principle 1 of the *Occupational Therapy Code of Ethics and Ethics Standards* is the expectation that occupational therapy practitioners shall provide services that are within their scope of practice. Principle 5 reminds that the practitioner is responsible for “maintaining high standards and continuing competence in practice, education, and research by participating in professional development and educational activities to improve and update knowledge and skills” (AOTA, 2010, p. S23)

The Board Certification program embodies these ethical principles by offering applicants a way to document and reflect on professional development in which they have engaged, as well as determine future learning needs and plan subsequent professional development activities that will enhance their practice.

Reference

American Occupational Therapy Association. (2010). Occupational therapy code of ethics and ethics standards. *American Journal of Occupational Therapy*, 64, S17–S26. <http://dx.doi.org/10.5014/ajot.2010.64S17>

Eligibility

- Professional degree in occupational therapy
- Certified or licensed by and in good standing with an AOTA-recognized credentialing or regulatory body
- Minimum of 5 years as an occupational therapist¹
- Minimum of 5,000 hours in any capacity in Mental Health
- Minimum of 500 hours *delivering* occupational therapy services as an occupational therapist in the certification area to clients (person, organization, or populations) in the past 5 calendar years^{1, 2, 3}
- Verification of employment.

¹Experience and service delivery hours must be at the level for which certification is sought. Applicants seeking Board Certification must have accumulated the necessary hours as an occupational therapist, not as an occupational therapy assistant or other type of professional.

²One foundation of the Mental Health Board Certification is that *initial* certification is considered to be practice based. That does not mean that managers, researchers, and faculty cannot apply. However, it does mean that applicants need to have at least 500 actual service delivery hours in the certification area. It is important to note that, while faculty may apply for certification, students in occupational therapy academic programs are not considered clients. Teaching that does not include service delivery with actual recipients of occupational therapy services does not count toward these 500 hours.

³Service delivery may be paid or voluntary.

Submission Deadlines and Review Period

- Applications will be accepted in **June** and **December** of each year for all certifications. Upcoming deadlines will be listed at www.aota.org/certification.
- Applications are peer-reviewed and processed over a 4-month period following the application deadline. Review for June applications occurs July to October; review for December applications occurs January to April.
- Applications are confirmed as Approved, Denied, or Clarification Needed. Applications that require minimal clarification will be processed with no additional fee. Applications that require clarification significant enough that the content of the application may be altered will be charged an additional \$100 processing fee.

Application Fee

Board Certification: \$525.00 (nonrefundable)

Applicants must be AOTA members at the time of application and at the time certification is granted. Membership is not required to maintain certification once granted, except at the time of renewal.

MENTAL HEALTH APPLICATION
Part A. Applicant Information
 Please complete the following information.

APPLICANT INFORMATION

AOTA Member ID _____

Name (*Last, First, MI*) _____

Credentials _____

Primary E-mail _____

Home Address _____

City _____ State _____ ZIP _____

Home Phone _____ Work Phone _____

ACADEMIC BACKGROUND List up to 4 degrees.

University/ College Name	Year Graduated	Degree Received
		Select One
		Select One
		Select One
		Select One

Year of *initial* certification by NBCOT

CURRENT LICENSURE If not required by state, please mark "n/a."

State(s) Licensed	License Number(s)	Expiration Date

If more than 4, please list additional here.

OTHER CERTIFICATIONS

Certifying Agency	Credential Awarded, If Any	Date of Initial Certification	Certification Expiration Date

If more than 4, please list additional here.

PROFESSIONAL MEMBERSHIPS

Organization Name	Organization's Focus/ Mission	Dates of Membership

If more than 4, please list additional here.

EMPLOYMENT—CURRENT Primary

Employer Name					
Dates with Employer					
Current Position or Title					
Employer Address					
City		State		ZIP	

Type of Setting

- | | |
|--|--|
| <input type="checkbox"/> Academic Institution | <input type="checkbox"/> Military |
| <input type="checkbox"/> Community-Based Setting | <input type="checkbox"/> Non-profit Agency |
| <input type="checkbox"/> Government—Federal | <input type="checkbox"/> Private Industry |
| <input type="checkbox"/> Government—Local, State | <input type="checkbox"/> Private Practice |
| <input type="checkbox"/> Home Health Agency | <input type="checkbox"/> Rehab Facility |
| <input type="checkbox"/> Long-term Care Facility/SNF | <input type="checkbox"/> School System |
| <input type="checkbox"/> Hospital Setting | <input type="checkbox"/> Other (please specify): _____ |

Clients Served

Please identify the populations served at this setting on which this application is based.

--

EMPLOYMENT – CURRENT Secondary, if applicable

Employer Name					
Dates With Employer					
Current Position or Title					
Employer Address					
City		State		ZIP	

Type of Setting

- | | |
|--|--|
| <input type="checkbox"/> Academic Institution | <input type="checkbox"/> Military |
| <input type="checkbox"/> Community-Based Setting | <input type="checkbox"/> Non-profit Agency |
| <input type="checkbox"/> Government—Federal | <input type="checkbox"/> Private Industry |
| <input type="checkbox"/> Government—Local, State | <input type="checkbox"/> Private Practice |
| <input type="checkbox"/> Home Health Agency | <input type="checkbox"/> Rehab Facility |
| <input type="checkbox"/> Long-term Care Facility/SNF | <input type="checkbox"/> School System |
| <input type="checkbox"/> Hospital Setting | <input type="checkbox"/> Other (please specify): _____ |

Clients Served

Please identify the populations served at this setting on which this application is based.

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EMPLOYMENT—PAST

If there are employers in the past 5 years other than those listed above, please identify below.

Previous Employer Name	State	Dates With Previous Employer

VERIFICATION OF EMPLOYMENT/ VOLUNTEER SERVICE

An employment/volunteer verification form is required to provide third-party verification of the required hours (see next page). Applicants may submit as many forms as needed to verify the required hours, and duplication of the form is acceptable if needed for more than one employer.

Instructions for submitting Verification Form : Print the form and have employers(s) complete. Include the form as a scanned document as the first page(s) of either the application or evidence file.

Tracking Hours—It is up to applicants how to track the specifics of their service delivery. We ask only for the employment verification form(s) to be submitted, so be sure that whoever is verifying the information feels comfortable and ethical with whatever tracking system is used.

Self-Employed—Because private practice takes on many different forms, applicants have varying ways in which to handle employment verification. Examples of who might verify the form include

- Administrator for a company/organization that contracted with the private practitioner for services
- Referral source
- Business partner or co-owner
- Accountant for the practice.

If none of the options listed above fit an applicant’s situation, and the applicant has an alternative source for verification to use, the applicant may forward that information for review and approval to prodev@aota.org prior to submitting an application.

AOTA BOARD CERTIFICATION Employment/ Volunteer Verification Form

Employer:

- You are being asked to verify employment or delivery of occupational therapy services for someone who is applying for Board Certification by the American Occupational Therapy Association (AOTA).
- Please complete all sections of this form and **return it to the applicant** so that it can be included in his or her application portfolio.
- If you have questions, please contact AOTA at prodev@aota.org or (301) 652-6611, ext. 2838. Thank you for your assistance!

Applicant:

- Submit only as many forms as needed to verify the required hours of occupational therapy experience. Duplication of the form is acceptable if more than one employer is completing the form.
- The form must be submitted as the first page(s) of the electronic portfolio of scanned evidence (e.g., portable document format [PDF]) that is submitted in support of the application. The application will not be accepted if materials are submitted separately.

Applicant Name

Certification Sought

- Gerontology
 Mental Health

- Pediatrics
 Physical Rehabilitation

Name of Facility/Company/Organization

City

State

Applicant Start Date

Applicant End Date

Employment Type:

- Full-time
 Part-time
 Contract/PRN
 Volunteer

PART A

Experience as an occupational therapist in the certification area. May include direct intervention, supervision, teaching, consultation, administration, case or care management, community programming, or research.

This employment/volunteer service represents _____ hours within the past 5 calendar years toward the **5,000 hours** required as an occupational therapist in the certification area.

PART B

Experience delivering occupational therapy services to clients (persons, populations, or groups) that are specific to the certification area. Students in OT or OTA academic programs are not considered clients.

This employment/volunteer service represents _____ hours within the past 5 calendar years toward the **500 hours** requirement for delivering occupational therapy services to clients in the certification area.

Name of Person Completing Form (*please print*)

Signature

Job Title

Phone Number

MENTAL HEALTH APPLICATION PART B. Reflective Portfolio

AOTA certification programs focus on *continuing competence*, or the building of capacity to meet identified criteria. Continuing competence is a component of ongoing professional development or lifelong learning. Applicants are expected to engage in a process of *self-appraisal* relative to the identified criteria. This involves the deliberate selection of the best supporting evidence that demonstrates applicant's potential for meeting identified criteria and answers the question, What evidence would best indicate that I meet the criteria for advanced practice?

Submit only 1 activity for each criterion. Complete the required professional development activity form for each activity being submitted.

Items to Submit

In addition to submitting this fillable application form, applicants must create a single separate file (e.g., PDF) of the

1. Employment/Volunteer verification form
2. 13 activity forms – 1 for each criterion
3. Any additional evidence as required on the activity forms.

Guidelines:

- For each of the 13 criteria below, choose only 1 of the available options to submit as part of the application.
- Activities must have occurred within the 5 years prior to submitting the application.
- An activity may not be used to meet more than 1 criterion. For example, a formal learning activity engaged in for Criterion 1 may not also be used for Criterion 3.

The following page outlines the professional development criteria required for Mental Health certification. The criteria are based on the 5 *AOTA Standards for Continuing Competence: Knowledge, Critical Reasoning, Interpersonal Skills, Performance Skills, and Ethical Practice* (AOTA, 2010).

Reference

American Occupational Therapy Association. (2010). Standards for continuing competence. *American Journal of Occupational Therapy*, 64, S103–S105.
<http://dx.doi.org/10.5014/ajot.2010.64S103>

Reflective Portfolio—Professional Development Activities

CRITERION 1—Knowledge: Lifespan and Conditions—Demonstrates acquisition of current knowledge of the effects of the interaction between lifespan issues and relevant conditions that impact occupational performance related to Mental Health.

CRITERION 2—Knowledge: Evaluation—Demonstrates acquisition of current knowledge of relevant evidence specific to *evaluation* in Mental Health.

CRITERION 3—Knowledge: Intervention—Demonstrates acquisition of current knowledge of relevant evidence specific to *intervention* in Mental Health.

CRITERION 4—Knowledge: Systems—Demonstrates acquisition of current knowledge of laws, regulations, payer sources, and service delivery systems relevant to Mental Health.

CRITERION 5—Evaluation: Uses Relevant Evidence—Uses relevant evidence to establish an occupational profile with the client (person, organization, population) and assess the client's occupational performance through a variety of measures, including standardized assessments, as appropriate.

CRITERION 6—Evaluation: Prioritizes Needs—Prioritizes needs related to the client, context, and performance by synthesizing and interpreting assessment data and clinical observations in Mental Health.

CRITERION 7—Intervention: Design and Implementation—Designs and implements Mental Health interventions that are client-centered, contextually relevant, and evidence-based to facilitate optimal occupational engagement.

CRITERION 8—Intervention: Wellness and Prevention—Provides Mental Health intervention that incorporates wellness and prevention for clients (persons, organizations, populations) to optimize present and future occupational engagement.

CRITERION 9—Outcomes—Evaluates effectiveness of services delivered, either for caseload or programs, in order to validate service delivery and make changes as appropriate to maximize outcomes related to Mental Health.

CRITERION 10—Holistic Practice—Holistically addresses the client’s needs, including physical, social, and emotional well-being, that may impede occupational performance.

CRITERION 11—Ethical Practice—Identifies ethical implications associated with practice in Mental Health and applies ethical reasoning for navigating through identified issues.
This criterion is addressed directly in this application in 3 parts over the next 6 pages.

CRITERION 12—Advocating for Change—Advances access to services or influences policies or programs that promote the health and occupational engagement of clients (persons, organizations, populations) in the Mental Health practice area.

CRITERION 13—Accessing Networks and Resources—Negotiates the service delivery system to establish networks and collaborate with team members, referral sources, or stakeholders to support clients’ occupational engagement.

ETHICAL PRACTICE SCENARIO (Part 1 of 3)—Client Based

Criterion 11—Ethical Practice: Client-Based

Identifies ethical implications associated with the delivery of services in mental health and articulates a process for navigating through identified issues.

Guidelines

- The applicant identifies ethical implications associated with the delivery of services and articulates a process for navigating through the identified issues.
- The applicant shall review the [AOTA Code of Ethics](#) and align the dilemma with the ethical principle(s) that is/are challenged.

Ethical Scenarios

Scenario # 1

An inpatient is referred to OT for individual and group therapy. After meeting with the OT and learning the role of OT, the client does not consent to services. The OT states that if a participant refuses to participate in OT sessions during the day then they will not be permitted to go outside for a walk or cigarette break during the evening shift.

Scenario # 2

All clients admitted to the state psychiatric hospital are required to participate in OT evaluation and treatment. The program directs clients to participate in a 1 hour OT group session each day, regardless of an individual’s diagnosis or needs.

Scenario # 3

An OT is working with a teenage client on sleep hygiene. The OT has already explored the use of a weighted blanket; however, the client is not showing progress with this technique. The parent insists that the client uses a weighted blanket, and speaks to the psychiatrist, who then orders the blanket.

1. To which scenario are you responding?
2. From the [AOTA Code of Ethics](#), which ethical principle(s) has/have been challenged in this scenario? *Select the top ethical principle(s) that apply, up to a maximum of 3.*
 - 1. Beneficence
 - 2. Non-maleficence
 - 3. Autonomy
 - 4. Justice
 - 5. Veracity
 - 6. Fidelity

3. Describe how you would apply the ethical principles identified above to guide you toward a resolution for the concern noted. *(average word guideline—500)*

ETHICAL PRACTICE SCENARIO (Part 2 of 3)—Fiscal & Regulatory

Criterion 11—Ethical Practice: Fiscal & Regulatory

Identifies ethical implications associated with the delivery of services in mental health and articulates a process for navigating through identified issues.

Guidelines

- The applicant identifies ethical implications associated with the delivery of services and articulates a process for navigating through the identified issues.
- The applicant shall review the [AOTA Code of Ethics and Ethics Standards](#) and align the dilemma with the ethical principle(s) that is/are challenged.

Ethical Scenarios

Scenario # 4

The previous OT of a state-run, community-based program resigns without completing any of her progress notes for Medicaid billing. The newly hired OT is ordered by the program director to recreate all the progress notes so they can bill for services.

Scenario # 5

Due to high workload demands, the OT typically assigned to the inpatient psychiatric program has been reassigned to provide outpatient coverage. The OT is told that the nursing staff and aides will provide OT sessions to the inpatient clients.

Scenario # 6

An OT learns that a co-worker’s continuing education involves attending courses offered by her facility that relate to physical disabilities only. The courses offered do not increase competencies for her mental health primary work setting.

4. To which scenario are you responding?

5. From the [AOTA Code of Ethics](#), which ethical principle(s) has/have been challenged in this scenario? *Select the top ethical principle(s) that apply, up to a maximum of 3.*

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> 1. Beneficence | <input type="checkbox"/> 4. Justice |
| <input type="checkbox"/> 2. Non-maleficence | <input type="checkbox"/> 5. Veracity |
| <input type="checkbox"/> 3. Autonomy | <input type="checkbox"/> 6. Fidelity |

6. Describe how you would apply the ethical principles identified above to guide you toward a resolution for the concern noted. *(average word guideline—500)*

ETHICAL PRACTICE SCENARIO (Part 3 of 3)—Scope of Practice

Criterion 11—Ethical Practice: Systems/ Organizational

Identifies ethical implications associated with the delivery of services in mental health and articulates a process for navigating through identified issues.

Guidelines

- The applicant identifies ethical implications associated with the delivery of services and articulates a process for navigating through the identified issues.
- The applicant shall review the [AOTA Code of Ethics and Ethics Standards](#) and align the dilemma with the ethical principle(s) that is/are challenged.

Ethical Scenarios

Scenario # 7

An OT is informed that the upcoming goal of the organization is to provide therapy services 7 days a week in order to serve clients in a timelier manner. This change is proposed only for the inpatient physical disabilities area of the hospital, and does not include weekend service for the inpatient mental health area.

Scenario # 8

A volunteer in the outpatient OT department is interested in observing an OT mental health group session on the inpatient unit. The administrative assistant provides her with client records to review prior to the session.

Scenario # 9

The hospital advertises a multi-disciplinary intensive outpatient program for clients recently released from the hospital's inpatient psychiatric program. The OT is informed that he is responsible for collecting client outcome data to support an "unofficial" research study. There is no evidence of consent from participants or approval to begin a research study.

7. To which scenario are you responding?

8. From the [AOTA Code of Ethics](#), which ethical principle(s) has/have been challenged in this scenario? *Select the top ethical principle(s) that apply, up to a maximum of 3.*

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> 1. Beneficence | <input type="checkbox"/> 4. Justice |
| <input type="checkbox"/> 2. Non-maleficence | <input type="checkbox"/> 5. Veracity |
| <input type="checkbox"/> 3. Autonomy | <input type="checkbox"/> 6. Fidelity |

9. Describe how you would apply the ethical principles identified above to guide you toward a resolution for the concern noted. *(average word guideline—500)*

MENTAL HEALTH APPLICATION

Part C. Self-Assessment

Self-assessment is a formative and dynamic process through which occupational therapy practitioners identify goals for professional development and monitor progress toward goals (Moyers, 2010). Self-assessment answers the question, "What can I do to prepare or increase my capacity for the competency demands of the future?" In the Board Certification process applicants will use self-assessment to consider all that they have learned thus far in their achievement of the certification criteria. This self-understanding combined with ideas about the way practice is changing will help applicants determine what they should learn next.

Reference

Moyers, P. A. (2010). Competence and professional development. In K. Sladyk, K. Jacobs, & N. MacRae (Eds.), *Occupational therapy essentials for clinical competence* (pp. 475–484). Thorofare, NJ: Slack.

Guidelines

- Develop the self-assessment by answering the questions below in a single narrative as they relate to the certification criteria collectively. Use examples to support the answers.
- The average self-assessment is 1,350–3,000 words.

Self-Assessment Questions:

- *Describe your current practice in relation to this certification and how you envision your practice area changing in the future.*
- *Having gone through the certification process, what have you discovered that you want to learn more about in relation to the competencies required for this certification area?*

Applicant's Self-Assessment

MENTAL HEALTH APPLICATION

Part D. Professional Development Plan

Professional development planning in the AOTA certification process requires that applicants develop a plan for learning for the next 5 years related to the certification criteria.

Depending on personal style or the specific criterion selected, goals might emphasize *outcome, performance, or process*; but it is possible for a goal to include a combination of these elements:

- Outcome—what are you trying to achieve?
- Performance—what task will you complete?
- Process—what specific actions will you take?

Guidelines

Each goal must include the following qualities:

- It must be **relevant** to the identified criterion. For example, an applicant's goal to "learn a new assessment tool" would not be relevant to a criterion that deals with "advancing access to OT services."
- It must be **measurable**. There must be an objective way for the applicant to demonstrate a change toward meeting the goal in the next 5 years.
- It must be **controllable** by the applicant. The applicant should be able to meet the goal regardless of the external environment. For example, a goal to "Discharge all patients safely to home" is not something that can be realistically controlled by the applicant.

Parameters

- Establish 3 professional development goals.
- Do not develop more than 1 goal for a single criterion; 3 different criteria must be represented in the application.
- For each goal, include: its **application to practice, success criteria, strategies, and target date** for completion.
- Write goals that are unique and not simply a reiteration of the criterion.
- Goals should be relevant to your practice.
- Develop goals that represent your own professional development, not the development of others (e.g., students, other staff).
- Goals should be met within the coming 5 years prior to certification renewal.

PROFESSIONAL DEVELOPMENT GOAL—EXAMPLE 1

Criterion: **Knowledge: Evaluation**—Demonstrates acquisition of current knowledge of relevant evidence specific to evaluation in mental health.

Applicant's Goal:

I will improve the quality of my evaluations—and subsequently my interventions—by adding one new evidence-based assessment to my repertoire for use with clients with neurological impairment. I will perform a literature review of evidence-based assessments, investigate cost, explore training opportunities, and seek a mentor to ensure I am able to implement the assessment appropriately. Target date: June 20XX.

Necessary components included in above goal:

- **Application to Practice:** I will improve the quality of my evaluations—and subsequently my interventions—
- **Success Criteria:** by adding one new evidence-based assessment to my repertoire for use with clients with neurological impairment.
- **Strategies:** I will perform a literature review of evidence-based assessments, investigate cost, explore training opportunities, and seek a mentor to ensure I am able to implement the assessment appropriately.
- **Target Date:** June 20XX

PROFESSIONAL DEVELOPMENT GOAL—EXAMPLE 2

Criterion: **Accessing Networks & Resources**—Negotiates the service delivery system to establish networks and collaborate with team members, referral sources, or stakeholders to support clients' occupational engagement.

Applicant's Goal:

I will increase my networking with other mental health occupational therapy practitioners and expand relevant connections for my practice by hosting monthly roundtable discussions. To facilitate this, I will use the AOTA Evidence Exchange to guide identification of relevant discussion topics or questions to be answered. I will advertise to local practitioners, provide a venue, facilitate the roundtable discussions, and collect participant feedback for the purposes of shaping future discussions. Target dates: Monthly from September 20XX through May 20XX.

Necessary components included in above goal:

- **Application to Practice:** I will increase my networking with other mental health occupational therapy practitioners and expand relevant connections for my practice
- **Success Criteria:** by hosting monthly roundtable discussions.
- **Strategies:** I will use the AOTA Evidence Exchange to guide identification of relevant discussion topics or questions to be answered. I will advertise to local practitioners, provide a venue, facilitate the roundtable discussions, and collect participant feedback for the purposes of shaping future discussions.
- **Target Date:** Monthly from September 20XX through May 20XX

Professional Development Goal 1

To which criterion does this goal apply?

Applicant's Goal 1:

Professional Development Goal 2

To which criterion does this goal apply?

Applicant's Goal 2:

Professional Development Goal 3

To which criterion does this goal apply?

Applicant's Goal 3:

MENTAL HEALTH APPLICATION

Checklist and Attestation

Checklist of Application Items

- | | |
|--|--|
| <input type="checkbox"/> Applicant Information | <input type="checkbox"/> Reflective Portfolio—Criterion 9 |
| <input type="checkbox"/> Employment/Volunteer Verification Form(s) | <input type="checkbox"/> Reflective Portfolio—Criterion 10 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 1 | <input type="checkbox"/> Reflective Portfolio—Criterion 11 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 2 | <input type="checkbox"/> Reflective Portfolio—Criterion 12 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 3 | <input type="checkbox"/> Reflective Portfolio—Criterion 13 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 4 | <input type="checkbox"/> Self-Assessment |
| <input type="checkbox"/> Reflective Portfolio—Criterion 5 | <input type="checkbox"/> Professional Development Goal 1 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 6 | <input type="checkbox"/> Professional Development Goal 2 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 7 | <input type="checkbox"/> Professional Development Goal 3 |
| <input type="checkbox"/> Reflective Portfolio—Criterion 8 | |

Item(s) to Submit

1. The following should be uploaded by the application deadline to the following URL:
<https://www.filesdirect.com/AOTACertification>:
 - A. Certification Application (this document)
 - B. Single combined file (e.g., .pdf file) that includes
 - Employment/Volunteer Verification Form
 - All professional activity development forms
 - Any additional evidence as required by a particular activity (e.g., CE certificates)
2. Application fee of \$525 (submitted separately from application):
 - **Credit card:** Call (800) SAY-AOTA (800-729-2682) extension 1708
Monday- Friday between 9:00-5:00 Eastern to pay by phone
 - **Check:** Mail check on or before the application deadline to
AOTA—Attn: Certification
4720 Montgomery Lane
Bethesda, MD 20814-3449

Applicant Attestation

I hereby attest that the information provided in this application is my own and that I have complied with all *Occupational Therapy Code of Ethics and Ethics Standards*, including Beneficence; Nonmaleficence; Autonomy, Confidentiality; Social Justice; Procedural Justice; Veracity; and Fidelity. If granted certification, I will not use my credential to represent myself to others beyond the level for which I am qualified.

Signature (*electronic signature acceptable*)

Date

APPENDIX

AOTA Board Certification in Mental Health

References to Support Criteria

1. American Occupational Therapy Association. (2008). Occupational therapy practice framework: Domain and process (2nd ed.). *American Journal of Occupational Therapy*, 62, 625–683. <http://dx.doi.org/10.5014/ajot.62.6.625>
2. American Occupational Therapy Association. (2010). Specialized knowledge and skills in mental health promotion, prevention, and intervention in occupational therapy practice. *American Journal of Occupational Therapy*, 64, S30–S43. <http://dx.doi.org/10.5014/ajot.2010.64S30>
3. Anthony, W., & Furlong-Norman, K. (2011). *Readings in psychiatric rehabilitation and recovery*. Boston: Boston University, Center for Psychiatric Rehabilitation.
4. Auerbach, E. (2002). An occupational therapist in an assertive community treatment program. *Mental Health Special Interest Section Quarterly*, 25(1), 1–2.
5. Bazyk, S. (Ed.). (2011). *Mental health promotion, prevention, and intervention with children and youth: A guiding framework for occupational therapy*. Bethesda, MD: AOTA Press.
6. Bazyk, S., & Arbesman, M. (2013). *Occupational therapy practice guidelines for mental health promotion, prevention, and intervention for children and youth*. Bethesda, MD: AOTA Press.
7. Bejerholm, U., & Eklund, M. (2004). Time use and occupational performance among persons with schizophrenia. *Occupational Therapy in Mental Health*, 20(1), 27–47. http://dx.doi.org/10.1300/J004v20n01_02
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