



Checklist for Supportive Materials Required for Reduced Requirements Renewal of Retired Chaplain Certification for Renewal Year 2023

IMPORTANT: The Reduced Renewal Requirements may only be utilized by NACC members who hold the membership level of Retired Board Certified, have been certified for a minimum of five years, and have completed a minimum of one renewal of certification process. (CP81)

Notes:

- All current documents and forms related to Renewal of Certification are available on the NACC website. Please ensure you are using the most current versions.
- Several resources are available to educate Chaplains completing the renewal process. Resources can be found on the NACC website and it is recommended that these are reviewed prior to beginning your renewal process.
- Keep a complete copy of your reduced certification requirements application form and signed ethics accountability statement in a long-term file for your future renewal processes and mail one complete copy to the NACC National Office.
- <https://www.nacc.org/certification/renewal-of-certification/>

To be sent to NACC National Office:

- Completed Retired Chaplain Renewal Utilizing Reduced Certification Requirements Application Form. (CP832.1)
- Completed NACC Ethics Accountability Statement. (Code of Ethics 206.11.1 and CP832.2)