**NCDA CREDENTIALING COMMISSION 2022 ANNUAL REPORT**

**Prepared by Aaron Leson, Director of Credentialing**

**FY 2022 Summary with Highlights**

1. The Credentialing Commission (CC) met two times in person during the 2022 fiscal year (Florida and California). We also have convened via zoom on a monthly basis.
2. **Credentialing Operations:**
   1. We continue to make improvements to our credentialing process. This includes refining our language, our credentialing questions, credentialing information, and credentialing processes on the NCDA website and within our credentialing platform/assessments.
   2. The CC continues to utilize the credentialing Audit Panel, which addresses the need to audit a random 10% of credential holders who are reaching a new 3-year certification period. The Audit Panel is comprised of a primary member and an alternate member from the CC; the Ethics Committee; and the Committee on Diversity Initiatives and Cultural Inclusion. The Audit Panel meets via Zoom on a monthly/bi-monthly basis to assess and approve the continuing education activities (30 CE clock hours over 3 years) being reported by credential holders under audit.
   3. As of September 2022, we have listed a total of 10 organizations for the Select Continuing Education Providers.
   4. We have 4 active Alternative Pathways (India, Saudi Arabia, Beijing, Taiwan).
3. **Customer Focus**
   1. The NCDA Staff and NCDA Commission continue to respond toinquiries regarding NCDA credentials, credentialing processes, and continuing education requirements. These inquiries come in regularly and on a daily basis. The CC has collectively committed to responding to all inquiries quickly, thoroughly, and at the highest level of customer service to drive continued engagement with credential-holders over time.
   2. The CC is/has been working diligently on creating new materials to assist individuals in understanding and attaining their Continuing Education hours for maintaining their credentials. We are in the process of creating short videos to assist in the process as well as the application process.
4. **Marketing**
   1. The CC has been working with Katy Anderson to develop marketing objectives and action plans based on defined goals from the CC. Marketing priorities include:

* Consistent messaging for each credential on our social media channels.
* Creation of YouTube videos that will assist in informing potential applicants on our application process and continuing education requirements and process.

1. **Commission Operations**
   1. The term of one of our representatives ends in September 2022 (Tina Peterman). We are in the process of evaluating applications to replace this position. There will be a new member selected by the end of September.
   2. For the upcoming year, Jessica Worny-Janicki will become CC Chair, and Windie Wilson will become CC Chair-Elect. We have posted Windie Wilson’s position (CCSP) and will have it replaced by the end of the fiscal year as she assumes the role of chair-elect. We will also be adding a Commissioner that will assist with the CCSCC credential as well as assist with the CSCDA credential.
   3. Our current positions are as follows:
      1. Tina Peterman: Chair
      2. Jessica Worny-Janicki: Chair-Elect
      3. Monique Johnson: CMCS Commissioner
      4. Windie Wilson: CCSP Commissioner
      5. Debra Ruddell: CCC Commissioner
      6. Michelle Gross: Ad-Hoc Member at Large
   4. Our projected positions for 22-23 are as follows:
      1. Jessica Worny-Janicki: Chair
      2. Windie Wilson: Chair-Elect
      3. Monique Johnson: CMCS Commissioner
      4. TBD: CCSP Commissioner
      5. TBD: CCSCC Commissioner
      6. Debra Ruddell: CCC Commissioner
      7. Michelle Gross: Ad-Hoc Member at Large
2. **Highlights**
3. Balanced Budget
4. Enacted a CCCE moratorium
5. Selected the vendor to work on the CCSP standardized assessment project (Career Development Alliance).
6. 10 paid select continuing education providers listed
7. 4 Alternative Pathways that are active with 2 additional application submitted (Singapore and India)
8. Addition of 531 new credential holders for 2022 (August 31, 2022)
9. Over 2,900 Total Credential Holders (August 31, 2022)

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| **Credentials Awarded** |  |  |  |
|  | **Total** |  |  |
| CCC | 372 | **13%** |  |
| CCCE | 15 | **1%** |  |
| CCSCC | 26 | **1%** |  |
| CCSP | 2115 | **73%** |  |
| CCSP-AP | 136 | **5%** |  |
| CMCS | 166 | **6%** |  |
| CSCDA | 72 | **2%** |  |
| Total Awarded | **2902** | **100%** |  |

1. Maintenance of credential holders is well over 100% of projections for the fiscal year
2. **On the Horizon (Currently Being Discussed)**
   1. **CCSCC adjustments to curriculum and assessment (working with the TEC on this project)**
   2. **Bundled pricing to be started October 1 for the FCD curriculum and CCSP assessment**
   3. **CCSP standardized assessment project will be monitored closely and be a large part of the CC work this year**
   4. **CC is planning on meeting in Denver, Maryland, and Chicago this coming fiscal year**