

Checklist for HPC Specialty Certification

This is the required first page of your HPC Application

Name:

Position:

Work Location / VA:

Address:

Work Email:

Private Email:

Work Phone:

Cell:

1. _____ Copy of Board Certification Certificate
2. _____ Supporting letters from:
 - (1) the Chaplain Service Chief
 - (2) the Director of Hospice at your VA
3. _____ Email from Certification Chair showing paid up on dues
4. _____ Documentation showing your completion of the Chaplain Advanced Education (CAVE) Course, Hospice and Palliative Care track, or equivalence.
5. _____ Documentation showing completion of the following:
 - a. Made a presentation to staff regarding HPC.
 - b. Written a paper or article regarding HPC.
 - c. Conducted a bereavement group.
 - d. Complete TMS Course: Palliative Care: A Veteran's Journey (VA 27977)
 - e. Complete TMS Course: Caring for the Dying Patient (NFED 13242)
6. _____ Documentation that verifies that of the fifty contact hours per year required for TMS Continuing Board Certification, not less than 20 hours per year over the three-year period shall be related to Palliative Care.
7. _____ Writing assignment showing palliative care competencies: (2 - 3 pages per questions A through L)

8. _____ **Payment:** Please send the \$100 payment check to:
NAVAC,
PO Box 1631
Newport News, VA 23601

To Submit your application:

Please scan you BCC application into a PDF file and email it to:
Chaplain David Lefavor
NAVAC Certification Committee Chairman
at: NAVACBCC@gmail.com



NAVAC

Bloom where you are planted!