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NATIONAL CERTIFICATION PROGRAM

New Policies Announced

There are new policies for the National Certification Program (NCP) that may impact you and your course's certification. On June 10, 2019, the IADLEST Executive Board met to discuss and revise the current policies surrounding how courses are housed online, how records will be maintained for officers, and how certified courses can utilize the IADLEST NCP Seal for their Certificates of Completion and marketing efforts.



Training providers and POST Directors offered significant suggestions designed to make the new NCP rules more appealing for everyone involved. To benefit as many providers as possible and to ensure NCP-certified training continues to represent the highest quality training and best practices, the following policies were discussed and approved:

The National Certification Catalog Updates

- All IADLEST-certified courses must be listed in the National Training Catalog, hosted on FirstForward®. All courses must include a **name**, **description** and **image** while In-Person and Classroom courses must provide **location**, **time** and a **link** for more information about the course.
- Online providers may host their content in the National Training Catalog on FirstForward®, and they may also host IADLEST-certified content on their own Learning Management System (LMS).
- All providers must have an account on FirstForward®, which provides the framework for the IADLEST National Training Catalog.

Portable Training Record Updates

- The Portable Training Record, which provides a comprehensive and secure training record for all officers, is available at no cost. Uploading data and rosters are optional for training providers. However, it may still be advantageous for providers to offer their clients the use of this Portable Training Record.
- No fee will be charged for any certified course record uploaded to the Portable Training Record database. We believe providers have the power to provide an invaluable service to the industry by helping IADLEST create the most comprehensive and portable National Training Record for officers.

Marketing for Providers Updates

- Providers can now market their content using a new logo that signifies the course is certified by IADLEST. The marketing guidelines, along with the new logo, can be found at <http://iadlest-ncp.org/iadlest-certified>.



Certificates – both online and in-person courses

- All NCP participants must receive a certificate upon course completion. This certificate may include the above *IADLEST-Certified* logo, but only certificates conferred electronically in FirstForward can contain the NCP seal. Certificates must also include the following:
 - Participant's name
 - Course title
 - Course hours
 - Course dates
 - Course coordinator/instructor signature(s)
 - NCP Certification number
 - Training provider company logo (optional)
- A provider may also choose to submit a roster through FirstForward® for this activity. FirstForward will automatically send a link to all participants uploaded, thereby helping the provider handle this important task at no cost.

If you would like more information, please contact Mike Becar at mikebecar@iadlest.org.