



National Advocacy Credentialing Program

Designated Specialty Modifications

Credentialing Specialty Information	<p>Please select <u>either</u> a Comprehensive Service Specialty OR a <u>maximum of 2 individual specialties</u>: See Training Areas listed on pages 7-10 for “B”- “C” Level Training Requirements</p>	
	<p><input type="checkbox"/> Comprehensive Service Specialist (please complete the corresponding training log on page 5 for the level you are applying) This option should be chosen when service providers work in a capacity serving THREE OR MORE of the below-listed target populations. The required training hours are a compilation of 3 or more specialty areas. (NOTE: where “B” and “C” Level Training is required, training must be logged in each of the same 3 or more subject matters to be valid)</p>	
	<p>My Comprehensive Service Specialty will be comprised of the following 3 or more subject matters:</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Domestic Violence Intervention Specialist <input type="checkbox"/> Child Abuse Intervention Specialist <input type="checkbox"/> Sexual Assault Intervention Specialist <input type="checkbox"/> Homicide Intervention Specialist <input type="checkbox"/> Identity Theft/Financial Crimes Intervention Specialist <input type="checkbox"/> Driving while Under the Influence (DUI) Intervention Specialist <input type="checkbox"/> Campus Advocacy Specialist <input type="checkbox"/> Human Trafficking Intervention Specialist <input type="checkbox"/> Elder Abuse Intervention Specialist <input type="checkbox"/> Program Management Specialist* <p><small>*This specialty is intended for Program Managers, Directors or Administrators whose primary responsibility is the administration of a victim services program.</small></p>
	<p>If you do not qualify for a Comprehensive Service Specialty, you may select a <u>maximum of two (2) individual specialties</u> below. (if more than two specialties are selected, the hours provided will be assessed for a Comprehensive Service Specialty)</p> <p>(please complete the corresponding training log for each individual specialty specific to the level you are applying)</p>	
	<p>Individual Specialty Topics and Target Populations:</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Domestic Violence Intervention Specialist <input type="checkbox"/> Child Abuse Intervention Specialist <input type="checkbox"/> Sexual Assault Intervention Specialist <input type="checkbox"/> Homicide Intervention Specialist <input type="checkbox"/> Identity Theft/Financial Crimes Intervention Specialist <input type="checkbox"/> Driving while Under the Influence (DUI) Intervention Specialist <input type="checkbox"/> Campus Advocacy Specialist <input type="checkbox"/> Human Trafficking Intervention Specialist <input type="checkbox"/> Elder Abuse Intervention Specialist <input type="checkbox"/> Program Management Specialist* <p><small>*This specialty is intended for Program Managers, Directors or Administrators whose primary responsibility is the administration of a victim services program.</small></p>



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

Comprehensive Service Specialty

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for BASIC Level Credentialing: 20 hours

Record the hours of training **in each of at least 3** of the following **subject matters**: _____ **total hours**

_____ Sexual Assault	_____ Domestic Violence	_____ Child Abuse
_____ Elder Abuse	_____ Campus Advocacy	_____ Human Trafficking
_____ Homicide	_____ DUI	_____ Identity Theft/ Financial Crimes
_____ Program Management	_____ General Victim Services	

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for INTERMEDIATE Level Credentialing: 20 hours

Record the hours of training **in each of at least 3** of the following **subject matters**: _____ **total hours**

_____ Sexual Assault	_____ Domestic Violence	_____ Child Abuse
_____ Elder Abuse	_____ Campus Advocacy	_____ Human Trafficking
_____ Homicide	_____ DUI	_____ Identity Theft/ Financial Crimes
_____ Program Management	_____ General Victim Services	

Number of “C” Level Specialty Training Hours required for INTERMEDIATE Level Credentialing: 10 hours

Record the hours of training **in each of at least 3** of the following **subject matters**: _____ **total hours**

_____ Sexual Assault	_____ Domestic Violence	_____ Child Abuse
_____ Elder Abuse	_____ Campus Advocacy	_____ Human Trafficking
_____ Homicide	_____ DUI	_____ Identity Theft/ Financial Crimes
_____ Program Management	_____ General Victim Services	

Comprehensive Services Specialty Training Log continued on the following page (page 6)



National Advocacy Credentialing Program

Designated Specialty Modifications

Comprehensive Service Specialty (continued)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for ADVANCED Level Credentialing: 20 hours

Record the hours of training **in each of at least 3** of the following **subject matters**: _____ **total hours**

_____ Sexual Assault	_____ Domestic Violence	_____ Child Abuse
_____ Elder Abuse	_____ Campus Advocacy	_____ Human Trafficking
_____ Homicide	_____ DUI	_____ Identity Theft/ Financial Crimes
_____ Program Management	_____ General Victim Services	

Number of “C” Level Specialty Training Hours required for ADVANCED Level Credentialing: 20 hours

Record the hours of training **in each of at least 3** of the following **subject matters**: _____ **total hours**

_____ Sexual Assault	_____ Domestic Violence	_____ Child Abuse
_____ Elder Abuse	_____ Campus Advocacy	_____ Human Trafficking
_____ Homicide	_____ DUI	_____ Identity Theft/ Financial Crimes
_____ Program Management	_____ General Victim Services	



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

DOMESTIC VIOLENCE SPECIALTY TOPICS	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Barriers to Safety, Batterers’ use of Power & Control; Child Abuse & Neglect; Lethality/Danger Assessment; Domestic Violence Statutes; Protection Orders; Safety Planning; Trauma Informed Approaches; Dynamics of Victimization; System-based Advocacy; State/Federal Policy surrounding DV	Includes Includes (but is not limited to): Strangulation; Vicarious Trauma; Post-Conviction Systems; DV Related Statutes; AAaC/ACoA; Ritual Abuse; Topics from Sexual Assault Basic Training Areas; Suicide Intervention; Support Groups; Social Media; Protective Order Enforcement; DV related to Underserved Populations; Victim Impact Statements; Victims who Resort to Violence; Cyber Stalking

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>SEXUAL ASSAULT SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Sexual Assault/Abuse; HIV/STD Information; Interviewing Victims/Survivors; Sexual Offense Statutes; Law Enforcement Investigation of Sexual Assault/Abuse; Sexual Assault/Abuse Evidence Examination; Rape Trauma Syndrome; Trauma Informed Care; DNA Evidence; Human Trafficking; Special Population Sexual Assault/Abuse	Includes Includes (but is not limited to): “B” Level training topics, but at a more advanced level; Cyberstalking; DNA Cold-Case Testing; Sexting and Social Media issues; other emerging topics relevant to advocates and managers working primarily with this subject matter.

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>CHILD ABUSE SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Child Physical Abuse/ Maltreatment/ Neglect; Parental & Non-Parental Child Abduction; All Crimes Against Children; Forensic Interviewing/ Serving Child Victims; Multi-disciplinary Approaches to Working with Child Victims/Survivors of Crime; Child Safety/Protection; Trauma Informed Care; Trafficking	Includes Includes (but is not limited to): “B” Level training topics, but at a more advanced level; other emerging topics relevant to advocates and managers working primarily with this subject matter.

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

New Basic, Intermediate or Advanced Application

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>DRIVING UNDER THE INFLUENCE SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Advocacy with Law Enforcement and Court Staff; Criminal Justice System; Aftermath of DUI; PTDS Assessments and other counseling needs; Catastrophic Injury Experience; DUI Panels; Homicide Survivor Experience; Insurance/Civil Suites/ Bankruptcy; State Statutes	Includes Includes (but is not limited to): Adult siblings; Grief Process in Children/ Complicated Mourning; Crisis Response; Death Notification; PTSD; Rehabilitation; Support Groups; Survivor Issues; Vicarious Victimization MADD Victim Institutes; New State/Federal Statutes; New Developments in the Field

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>HOMICIDE SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Intervention with Homicide Survivors; Grief Process; Working with Law Enforcement; Working with Medical Services; Death Notification; Medical Examiners; Coroner’s Office Procedure/Protocol; State Statutes; Trauma Informed Care; Crime Victims Compensation Fund; Funeral Homes and Expenses; Referring to Support Groups or Other Victim Services.	Includes Includes (but is not limited to): Working with the Parole Board and/or prison victim services; Working with Faith-based Communities, Funeral Directors/Protocol; Intervention with Child Victims; Dealing with holidays & special occasions; Realities of Capital Murder Cases; Truth in Sentencing; New State/Federal Statutes; Working with Cold-case Survivors; Understanding DNA; Working with Victims/Survivors and the Media; Mass Victimization; New Developments in the field

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>CAMPUS ADVOCACY SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): History of the student movement regarding Sexual Assault on College Campuses; State & Federal Campus Legislation (Title IX, Cleary Act, FERPA) and Victims’ Rights; Sexual Assault/Rape Culture; Campus Safety Planning; Trauma Informed Advocacy; Sexual Violence and Substance Abuse; Protective Orders; Ethics; Confidentiality.	Includes Includes (but is not limited to): Community Partnerships; Outreach and Empowerment of Marginalized Students; Supporting student survivors with disabilities; Evidence-based strategies for primary prevention; bystander intervention; risk reduction programs; neurobiology of trauma trauma informed interviewing techniques; cultural awareness and sexual violence; sexual assault perpetrator behavior; managing written records and data collection requirements.

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

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<i>IDENTITY THEFT/FINANCIAL CRIMES SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Identity Theft Types (Social Security, Drivers License, Tax, Medical and Insurance, etc.); Victim Impact; Domestic Violence-Related Identity Theft and Fraud; Financial Impact; Recovery Risk Reduction Programs & Resources; Local, State and Federal Laws.	Includes Includes (but is not limited to): “B” Level training topics, but at a more advanced level; other emerging topics relevant to advocates and managers working primarily with this subject matter.

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

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<i>HUMAN TRAFFICKING SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Adult and Child Sexual Exploitation; Involuntary Servitude/ Forced Labor, Slavery or Similar Practices; Recruiting, Transportation, Harboring or Receipt of Persons; Threat, Use of Force and other types of Coercion; Abuse of Power; Prostitution & Sexual Exploitation; Unique needs of Undocumented Victims; Resources; Specialized Court and Community-Based Programs State and Federal Laws.	Includes Includes (but is not limited to): “B” Level training topics, but at a more advanced level; other emerging topics relevant to advocates and managers working primarily with this subject matter.

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Designated Specialty Modifications

“B” Level and “C” Level Specialty Training Hours Log

“B” Level Specialty Training includes, but is not limited to, topics that are basic to the population served; “C” Level Specialty Training includes, but is not limited to, topics which are more advanced topics to the population served; Document your required Specialty Training hours below (Training certificates are not required)

<i>PROGRAM MANAGEMENT SPECIALTY TOPICS</i>	
“B” Level Specialty Training Topics	“C” Level Specialty Training Topics
Includes (but is not limited to): Community Needs Assessment; Program Development; Community Relations Personnel Management; Coordinated Services; General Administration; Fiscal Management; Proposal Writing; Grant Management; Record Keeping Volunteer Management; Supervision; Labor Laws	Includes Includes (but is not limited to): Service Evaluation; Legislation; Board Development; Developing & Maintaining Task Forces; Research Expert Testimony; Protocols; Fund Raising; Public Speaking; Public Policy Issues; Policy Development; Government Officials and Colleagues; Training Techniques

Basic Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **BASIC Level Credentialing**: _____
(20 hours required)

Intermediate Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **INTERMEDIATE Level Credentialing**: _____
(10 hours required)

Advanced Level NACP Credential Applicant

Number of “B” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)

Number of “C” Level Specialty Training Hours required for **ADVANCED Level Credentialing**: _____
(20 hours required)



National Advocacy Credentialing Program

Client Contact Observation Form

This form is required when the applicant is applying for a Specialty within their credentials. If you are not applying for a specialty, this form may be omitted from your application submission.

Please read the and follow these instructions:

- Applicant: check the box that correlates with the Specialty you are applying for.
- The individual completing this form must have observed and be able to evaluate the applicant's interactions and work performances as it relates to the provision of services by the advocate to those victimized by crime.
- The Client Contact Observation Form must be returned to the applicant for inclusion within their completed NACP Application for submission.

_____ has declared a specialty in service to the following populations:
(applicant's name)

Comprehensive Services Specialty (serving 3 or more of the populations indicated below)

- Domestic Violence Intervention Specialist
- Child Abuse Intervention Specialist
- Sexual Assault Intervention Specialist
- Homicide Intervention Specialist
- Identity Theft/Financial Crimes Intervention Specialist
- Driving while Under the Influence (DUI) Intervention Specialist
- Campus Advocacy Specialist
- Human Trafficking Intervention Specialist
- Elder Abuse Intervention Specialist
- Program Management Specialist

OR a maximum of 2 Individual Specialties as indicated below:

- Domestic Violence Intervention Specialist
- Child Abuse Intervention Specialist
- Sexual Assault Intervention Specialist
- Homicide Intervention Specialist
- Identity Theft/Financial Crimes Intervention Specialist
- Driving while Under the Influence (DUI) Intervention Specialist
- Campus Advocacy Specialist
- Human Trafficking Intervention Specialist
- Elder Abuse Intervention Specialist
- Program Management Specialist



National Advocacy Credentialing Program

Of the specialties selected and applied for by the applicant, do you believe the applicant's training skills, abilities and knowledge of the subject matter adequately prepares them to be considered a specialist in providing services to the population(s) selected?

Yes

No

Please provide specific points and comments to support your answer (required):

Based upon your observation of the applicant's interactions, please answer the following questions and by adding comments, if any, below:

1. Was the applicant knowledgeable about the service, system, etc. and to convey information accurately to the client?

Yes

No

2. Was the applicant able to use listening skills to ascertain the client's needs?

Yes

No

3. Was the applicant sensitive to the client's needs and concerns and able to convey that to the client?

Yes

No

4. Was the applicant able to provide the client with viable options that addressed the clients identified needs and concerns?

Yes

No



National Advocacy Credentialing Program

5. Was the applicant able to address questions the client posed and provided accurate answers or able to obtain the answers if the advocate was unable to answer them immediately?

Yes

No

6. Was the applicant able to provide timely case status information to the client in order to keep the client informed as the case progressed through the system (if applicable)?

Yes

No

7. Was the applicant able to document client contacts in a timely, objective manner?

Yes

No

8. Was the applicant able to remain objective and professional throughout the interaction?

Yes

No

9. Was the applicant able to remain calm and professional if conflict arose with a client?

Yes

No

10. Was the applicant able to advocate on behalf of the client with other professionals? (service provider, prosecutors, judges, etc.)

Yes

No



National Advocacy Credentialing Program

11. Was the applicant able to remain calm and professional if conflict arose with other professionals?

Yes

No

12. Additional comments about the interventions observed:

Summary Questions

Based on your opinion, do the applicant’s demonstrated skills and abilities qualify them for NACP credentialing?

Yes

No

Please include an explanation below (required):

NACP Welcomes any additional comments you would like to share about the applicant:

I have completed the above observation form and will return it to the applicant for inclusion in their NACP Application submission.

Observer’s Name:

(Observer’s printed name)

(Date)

Signature: _____