

## Recertification Requirements

It is essential that individuals certified in Biocontainment Facility Design, Operations & Maintenance remain up-to-date on the latest approaches to biocontainment design, construction, commissioning, validation, certification and facility operations and maintenance. Regular recertification through ongoing experience and professional/academic development ensures that individuals maintain their knowledge and skills and stay current on developments in the field. The program also promotes opportunities for both professional and personal enrichment. The IFBA's Certifications are valid for a period of 5 years after which the certificants must undergo a recertification process. The 5 year period was developed appropriately reflecting the rate of change in the field while being appropriately practical. Documented activities demonstrating continued competence and continued practice must be completed and submitted to the IFBA's Certification Body prior to the certificate expiration date. Failure to do so will result in expiry and revocation of the certification. The goals of the Recertification Program are to:

- Assess maintenance of knowledge and skills over time;
- Ensure continuing competence;
- Assess the ability to provide services at the specified level of competency throughout a certificant's professional career;
- Encourage continued professional development; and,
- Promote lifelong learning.

## Professional Certification in Biocontainment Facility Design, Operations & Maintenance

The IFBA's Level 1 Professional Certifications are valid for a period of 5 years after which the certificants must undergo a recertification process. Recertification cycles begin the day an individual becomes certified and ends on December 31<sup>st</sup> of the 5<sup>th</sup> full year following the start of the certificants cycle. The program requires that individuals holding a Level 1 Professional Certification in Biocontainment Facility Design, Operations & Maintenance acquire a total of 40 points across the categories defined below and earn the minimum required points in each category. Certificants will be asked to attest to attaining the required number of points and submit supporting documentation. The IFBA will send certificants a reminder at the beginning of the calendar year in which the 5 year recertification is due. However it is recommended that certificants track their professional activities throughout the 5 year cycle and not wait until they are notified.

*(Note: In cases of significant changes in the competence standard, a re-examination may be necessary for recertification. Certificants who are unable to acquire the required number of points across each category may apply to the Certification Body for recertification through a combination of re-examination and point accumulation.)*

1. Maintaining Core Knowledge/Skills (a minimum of 10 points must be obtained in this category per recertification cycle)

- a) Participation in biocontainment facility related meetings, seminars, symposia and conferences (1 point/day\*)  
*Acceptable documentation – copy of the conference or meeting agenda and proof of attendance (e.g. registration receipt)*
- b) Participation in biocontainment facility training courses and workshops (1 point/day\*)  
*Acceptable documentation – copy of the course or workshop agenda, and, course certificate and/or proof of attendance*  
*(Note – unless the course undergoes substantial revision, points will not be awarded for attending the same training course more than once during the recertification period)*
- c) Membership in a professional biosafety and/or biocontainment association (1 point/year)  
*Acceptable documentation – copy of membership certificate*

2. Professional Development Activities (a minimum of 15 points must be obtained in this category per recertification cycle)

- a) Authorship of articles, book chapters, and peer-reviewed journal publications on biocontainment facilities (2 points/article; 5 points/book chapter; 5 points/peer-reviewed journal publication)  
*Acceptable documentation – copy of the article, book chapter or publication*
- b) Contributing to biocontainment facility guidelines & standards (5 points per guideline or standard)  
*Acceptable documentation – copy of the guideline or standard indicating contribution made to document*
- c) Delivering a paper, presentation or poster session on aspects of biocontainment facilities at conference or meeting (1 point/presentation/poster; 2 points/keynote presentation)  
*Acceptable documentation – copy of the conference program indicating paper presented*  
*(Note – points will not be awarded for presenting the same paper more than once during the recertification period; longer presentations of 1 day duration may be awarded up to 5 points)*
- d) Delivering training and education in biocontainment facilities (2 points/day\* of instruction)  
*Acceptable documentation – copy of training course agenda indicating courses taught*



*(Note – unless the course undergoes substantial revision, points will not be awarded for teaching the same training course with the same goals and similar audiences more than once during the recertification period)*

- e) Completing biocontainment facility related college or university courses (5 points/course)  
*Acceptable documentation – description of course content and proof of successful completion*
- f) Serving on a committee or holding elected office in an biosafety or biocontainment association (2 points/year of service)  
*Acceptable documentation – letter from association verifying service on committee or as an officer*
- g) Mentoring or coaching others in respect to biocontainment facilities (2 points/mentee/year)  
*Acceptable documentation – description of activities and letter from mentee verifying assistance given*
- h) Development and/or authorship of electronic resources, blogs, videos, web-based training tools on biocontainment facilities (2 points/electronic resource developed; 1 point per year of maintaining electronic resource up-to-date)  
*Acceptable documentation – copy of the electronic resource*
- i) Organizing a biocontainment related conference, event, meeting and/or symposium (2 points/event)  
*Acceptable documentation – copy of the event agenda*

**3. Confirmation of Continuing Satisfactory Work & Work Experience** (a minimum of 15 points must be obtained in this category per recertification cycle)

- a) Engaging in biocontainment facility professional practice (5 points/year when the biocontainment function represents at least 50% of the position duties; 2 points/year when the biocontainment function represents 20% -50% of position duties per year)  
*Acceptable documentation – letter from employment describing biocontainment related practice and responsibilities*
- b) Contributing to institutional biocontainment facility policies and practices (2 points per policy)  
*Acceptable documentation – copy of the policy indicating contribution made to document*

*\*1 day = at least 5 hours of instruction/training/meeting*

