

Recertification Requirements

It is essential that individuals certified in Biosafety Cabinet, Selection, Installation & Safe Use remain up-to-date on the latest approaches to selecting and safely using biosafety cabinets for the handling of infectious materials. 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 Biosafety Cabinet Selection, Installation & Safe Use

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 31st of the 5th full year following the start of the certificants cycle. The program requires that individuals holding a Level 1 Professional Certification in Biosafety Cabinets 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 biosafety cabinet 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 biosafety cabinet 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 biosafety cabinet 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 biosafety cabinets (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 biosafety cabinet 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 biosafety cabinets 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; the paper/presentation/poster may be biosafety related which includes an application of the use and/or testing of biosafety cabinets)
- d) Delivering training and education in biosafety cabinets (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 to similar audiences more than once during the recertification period)
- e) Completing biosafety cabinet 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 biosafety cabinet 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 biosafety cabinets (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 biosafety cabinets (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 biosafety cabinet 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 biosafety cabinet professional practice (5 points/year when the biosafety cabinet function represents at least 50% of the position duties; 2 points/year when the biosafety cabinet function represents 20% -50% of position duties per year)
Acceptable documentation – letter from employment describing biosafety cabinet related practice and responsibilities
- b) Contributing to institutional biosafety cabinet 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*

