



## *The Society for Cognitive Rehabilitation, Inc.*

4440 95th Ave NE, Bellevue, WA 98004, USA

[www.societyforcognitiverehab.org](http://www.societyforcognitiverehab.org)

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### **SCR Credentialing Application Policies**

(Revised January 2010)

1. Applicants are recommended to be current members of the SCR and to maintain their membership on a yearly basis.
2. Applicants are asked to submit all materials from the enclosed checklist, including the nonrefundable application fee of \$150.00 (US Dollars), in one packet to the SCR Credentialing Chairperson. Letters of reference may be given to the applicant in sealed envelopes and sent with the other materials (step 1).
3. Applicants are asked to make copies of all materials, for their own records, including the video, to insure against damage or loss. Please ask those individuals filling out the reference forms to make a copy for their own records.
4. The video case report may be submitted on CD or DVD. However, reviewers have had difficulty viewing reports submitted in DVD +R/+RW format. Therefore, SCR requests that you please submit DVDs in -R or -RW format when possible.
5. Applicants will be notified by the Chairperson within 2 weeks of receiving the credentialing application packet. At this time applicants will be informed of any missing materials or additional documentation which may be needed to complete their application (step 2).
6. Application materials will not be distributed to the SCR credentialing review panel until all materials have been received by the Chairperson.
7. Once an applicant's file is complete and all materials have been received, the video, critique, and case report will be distributed to the review panel to be reviewed within a 3-4 month time frame (step 3).
8. Once approval has been determined by the SCR credentialing review panel, the applicant will be notified by the Chairperson. The CPCRT Certificate and recertification notice will be sent to the applicant in the mail (step 4).
9. Applicants will be given 1 year from the initial postmark date to send all documentation to the Chairperson. After the period of 1 year an incomplete file would necessitate that an applicant reapply, resubmit an application, and send another nonrefundable application fee.