

Program Re-certification Policy & Procedure
Domestic Violence State Coordinating Council
Batterers Intervention Program (BIP) Certification and Monitoring Committee

Policy Statement:

In accordance with TCR 0490-1, it is the policy of the Domestic Violence State Coordinating Council (DVSCC) that certified batterer intervention programs should submit all necessary application documents for re-certification prior to, but no later than sixty (60) days after, the expiration date of the program's certification. Accordingly, if application materials are not received by the Council's designee (Tennessee Coalition Against Domestic & Sexual Violence or TCADSV) prior to, or within sixty (60) days after, expiration of the program's certification, certification shall be deemed void.

A program is eligible to submit a modified application for re-certification a total of two (2) times after their initial certification. A third request for re-certification must be accompanied by a full, unmodified application for certification.

Procedure for Modified Re-certification Applications (specific areas of the Rules for Batterers' Intervention Programs are cited after each applicable area):

1. Within sixty (60) days of the expiration of certification, a program should submit a modified certification application which will include:
 - Submission of any conditional items listed on the original certification letter to be completed by re-certification.
 - Current documentation of ongoing working relationships (example: letters of support) from local domestic violence programs and shelters (per TCR 0490-1-.04).
 - Documentation of any changes since last certification in (per TCR 0490-1-.03):
 - Procedures for ensuring victim safety
 - Procedures for reporting violence or abuse
 - Communication process with the justice system
 - A copy of (per TCR 0490-1-.05):
 - Batterer responsibility plan
 - Contracts signed by batterer
 - New forms implemented in program since last certification
 - Documentation of any changes in curriculum and an explanation about how the changes to curriculum are implemented (per TCR 0490-1-.06).
 - Personnel and training information for any staff persons hired since last certification.
 - A list of trainings accompanied by documentation (types and hours) attended by all staff persons since last certification (per TCR 0490-1-.07)
 - Free from abuse statements from staff (per TCR 1490-1-.07)
 - Submission of data collected on program outcomes gathered since last accreditation. Include:
 - # of participants
 - # referred to the court for non-compliance
 - # completing program
 - Any other follow-up data on outcomes

All certification application materials are available at the Coalition's website: www.tncoalition.org

Kathy Walsh, Council Secretary

Date