



APPLICATION CHECKLIST: Complete and include this checklist as part of your application to sit the exam for Certification in Clinical Anaplastology.

Name of Applicant

Pathway Chosen For Application (Choose One)

- Pathway 1 Pathway 3 Pathway 5
 Pathway 2 Pathway 4

Label each item that is submitted with the corresponding number to the left of the check box.

- 1 Application Checklist
- 2 Completed Application: Sections I through IV
- 3 Completed Section V Pathway of Application
Choose one of the five pathways in Section V
- 4 Enclosed payment for the non-refundable application fee (\$300 USD).
Payment can by check, money order or credit card
- Credit card payment has been made through the BCCA website
- 5 2 Physician Letters of Recommendation sealed in an envelope with referee signature across flap must be received. Candidates are required to submit completed Letter of Reference Forms from at least 2 physician colleagues. These letters are separate from the Supervised Clinical Experience forms.
- 5A Physician Letter of Recommendation (1 of 2). Envelope has been sent to the BCCA.
- 5B Physician Letter of Recommendation (2 of 2). Envelope has been sent to the BCCA.
- 6 Supervised Clinical Experience Forms, sealed in an envelope with referee signature across flap, must be sent to the BCCA. The BCCA must be receive a form from each supervisor listed on the application.
- 6A Supervisor 6A envelope has been sent to the BCCA.
- 6B Supervisor 6B envelope has been sent to the BCCA.
- 6C I have more than 2 supervisors and an envelope for each has been sent to the BCCA.
- 7 Official Transcript from an accredited college or institution
- 7A I received by education outside of the USA and have requested that www.wes.org verify my education and communicate the information to the BCCA
- 7B Official Transcript from an USA accredited college or institution
Name of Institution _____
- 7C Official Transcript from an USA accredited college or institution
Name of Institution _____
- If you have transcripts from more than 2 USA institutions, please go to Addendum 1 to list them and assign a label to each entry.
- 8 PDF copy of completed Portfolio Template containing Portfolio Cases.
Applicants must use the portfolio template found on the www.bcca-cca.com website.
See portfolio case documentation requirements are found in the Candidate's Handbook.

SUPPORTING DOCUMENTATION FOR 3 DETAILED CASES (CASES A-C)

The documents listed below are required to support the patient cases A to C that are included in the Portfolio Template. Label the items submitted with the proper Case Letter to identify the patient case. Check each box below to indicate that the items are included in the application and name each document with the proper label.

Case A

- A-1 Completed and signed *Patient Information Release* form for patient A
- A-2 Copy of care & cleaning instructions provided to patient
- A-3 Copy of Detailed Written Order or prescription from physician (not required Pathway 2)
- A-4 Typed case studies including pertinent information to patient care (DX, physical findings, treatment plan, patient outcomes, etc.)

Case B

- B-1 Completed and signed *Patient Information Release* form for patient B
- B-2 Copy of care & cleaning instructions provided to patient
- B-3 Copy of Detailed Written Order or prescription from physician (not required Pathway 2)
- B-4 Typed case studies including pertinent information to patient care (DX, physical findings, treatment plan, patient outcomes, etc.)

Case C

- C-1 Completed and signed *Patient Information Release* form for patient C
- C-2 Copy of care & cleaning instructions provided to patient
- C-3 Copy of Detailed Written Order or prescription from physician (not required Pathway 2)
- C-4 Typed case studies including pertinent information to patient care (DX, physical findings, treatment plan, patient outcomes, etc.)

SUPPORTING DOCUMENTATION FOR 15 CONCISE CASES (CASES D-R)

- D-1 Completed and signed *Patient Information Release* form for patient D
- E-1 Completed and signed *Patient Information Release* form for patient E
- F-1 Completed and signed *Patient Information Release* form for patient F
- G-1 Completed and signed *Patient Information Release* form for patient G
- H-1 Completed and signed *Patient Information Release* form for patient H
- I-1 Completed and signed *Patient Information Release* form for patient I
- J-1 Completed and signed *Patient Information Release* form for patient J
- K-1 Completed and signed *Patient Information Release* form for patient K
- L-1 Completed and signed *Patient Information Release* form for patient L
- M-1 Completed and signed *Patient Information Release* form for patient M
- N-1 Completed and signed *Patient Information Release* form for patient N
- O-1 Completed and signed *Patient Information Release* form for patient O
- P-1 Completed and signed *Patient Information Release* form for patient P
- Q-1 Completed and signed *Patient Information Release* form for patient Q
- R-1 Completed and signed *Patient Information Release* form for patient R

All Pathways, except Pathway 2, must complete the 3 courses listed below.

Only Pathway 2 is exempt from these three courses.

- 9A Course A: CPR/Advanced Life Support
(Official transcript included in application or has been sent to the BCCA)
- 9B Course B: Privacy and Ethical Practices (i.e. HIPAA or Equivalent Training)
(Official transcript included in application or has been sent to the BCCA)
- 9C Course C: Infection Control Practices (covering HIV, Hepatitis, MRSA and Tuberculosis infection control)
(Official transcript included in application or has been sent to the BCCA)

All candidates must choose and complete one pathway application from the 5 Pathways listed below. Choose only one pathway and mark the boxes next to the courses of the pathway you are applying under. Leave other Pathways unchecked. Official transcripts are required for the

PATHWAY 1

Anaplastology Educational Program with clinical component (from approved list)

For Pathway 1 Applicants Only - Indicate the documents being submitted. Label each document.

- 10 Application For Pathway 1 (Section V - found on www.bcca-ca.com)
- 10A Course D: Human Anatomy OR Human Anatomy & Physiology - official transcript required

PATHWAY 2

Advanced Medical Degree

For Pathway 2 Applicants Only- Indicate the documents being submitted. Label each document.

- 11 Pathway 2 Application (Section V - found on www.bcca-ca.com)

Pathway 2 must complete THREE of the courses H through L

- 11A Course H: Painting OR Color Theory - official transcript required
- 11B Course I: Figure OR Portrait Drawing - official transcript required
- 11C Course J: Figurative Sculpture OR Portrait Bust Sculpture - official transcript required
- 11D Course K: Materials and Methods in Sculpture (i.e., Mold Making and Casting) - official transcript required
- 11E Course L: 3D Digital Modeling and Fabrication - official transcript required

PATHWAY 3

Clinical Credential in a Field Related to Anaplastology

For Pathway 3 Applicants Only - Indicate the documents being submitted. Label each document.

12 Pathway 3 Application (Section V - found on www.bcca-ca.com)

Pathway 3 applicants must complete Course D

12A Course D: Human Anatomy OR Human Anatomy & Physiology - official transcript required

Pathway 3 must complete TWO of courses E through G

12B Course E: Human Pathology OR Human Pathophysiology - official transcript required

12C Course F: Chemistry with lab OR Materials Science - official transcript required

12D Course G: Medical Terminology - official transcript required

Pathway 3 must complete THREE of courses H through L

12E Course H: Painting OR Color Theory - official transcript required

12F Course I: Figure OR Portrait Drawing - official transcript required

12G Course J: Figurative Sculpture OR Portrait Bust Sculpture - official transcript required

12H Course K: Materials and Methods in Sculpture (i.e., Mold Making and Casting)
official transcript required

12I Course L: 3D Digital Modeling and Fabrication - official transcript required

PATHWAY 4

Bachelor Degree

For Pathway 4 Applicants Only - Indicate the documents being submitted. Label each document.

13 Application For Pathway 4 (Section V - found on www.bcca-ca.com)

Pathway 4 applicants must complete ALL FOUR courses Course D through G

13A Course D: Human Anatomy OR Human Anatomy & Physiology (eq. to two semesters.)
official transcript required

13B Course E: Human Pathology OR Human Pathophysiology - official transcript required

13C Course F: Chemistry with lab OR Materials Science - official transcript required

13D Course G: Medical Terminology - official transcript required

Pathway 4 applicants must complete FOUR courses of Courses H through L

13E Course H: Painting OR Color Theory - official transcript required

13F Course I: Figure OR Portrait Drawing - official transcript required

13G Course J: Figurative Sculpture OR Portrait Bust Sculpture - official transcript required

13H Course K: Materials and Methods in Sculpture (i.e., Mold Making and Casting) - official transcript
required

13I Course L: 3D Digital Modeling and Fabrication - official transcript required

PATHWAY 5

Long-Term Practitioners

For Pathway 5 Applicants Only- Indicate the documents being submitted. Label each document.

14 Application For Pathway 5 (Section V - found on www.bcca-ca.com)

Pathway 5 applicants must complete Course D

14A Course D: Human Anatomy OR Human Anatomy & Physiology (equal to two semesters.)
official transcript required

Thank you for completing the Application Checklist.

Please complete and sign the following Page 6.

The completed, signed and dated Application Checklist is part of your application to sit the exam for Certification in Clinical Anaplastology

Make sure each item you submit is labelled with the number next to the corresponding check box.

Please include this checklist (all 6 pages) as part of your submission.

Please sign below that you have completed the checklist and all required items are being submitted with your application. Your application is incomplete and may be denied if items are missing

If you have any questions, please contact the BCCA by telephone at 561-414-0675 or by email at rachel@bca-cca.com

I, the undersigned, have completed the Application Checklist and I have marked all the boxes that are required for the Pathway that I have chosen to apply under. I am submitting the required document for each box that I have marked with a checkmark.

My application is complete. YES NO

Signature of Applicant

Date

Please Note:

If you have marked the box NO above, use the following attached page, Addendum 2, to list the following information that is part of this application;

- what is missing from your application
- the reason for the omission
- when you will have the missing documentation.

Addendum 1:

Use this page if you have attended more than two USA accredited college or institutions and are submitting transcripts from them as part of your application. Put a check mark next to the additional transcripts you list and assign a label number to each transcript.

7C Official Transcript from an USA accredited college or institution
Name of Institution _____

7D Official Transcript from an USA accredited college or institution
Name of Institution _____

7E Official Transcript from an USA accredited college or institution
Name of Institution _____

7F Official Transcript from an USA accredited college or institution
Name of Institution _____

7G Official Transcript from an USA accredited college or institution
Name of Institution _____

7H Official Transcript from an USA accredited college or institution
Name of Institution _____

7I Official Transcript from an USA accredited college or institution
Name of Institution _____

7J Official Transcript from an USA accredited college or institution
Name of Institution _____

Please Note:

If you have an incomplete application, please list what is missing with the correct label and correct title of the document as found in this application. In addition to informing us what is missing from the application, please give the reason the document is missing and when you will have the missing document.