

Changing Endorsement® Categories:

To assure fulfillment of the Aim Early Idaho Endorsement® requirements as specified, an endorsed member must notify [the Endorsement Coordinator](#) in writing of the intent to apply for Endorsement® at another category. This should be done **at least six months before intending to complete the process**. This is particularly important to assure that all of the requirements are understood, that there is adequate time for preparation for the Infant Mental Health Specialist (III) and Infant Mental Health Mentor (IV) Endorsement® Exam, and that the professional application is updated with new information pertinent to the applicant's current status (including contact information). The applicant must demonstrate competency and all of the requirements as indicated for Endorsement® at the additional category.

Changing Categories: Application and payment:

The EASy Registration Fee is waived for applicants who are changing levels. The Endorsement® Processing Fee will be the difference between the fee paid at previous level and the current desired level. Please contact [the Endorsement Coordinator](#) to find out your Endorsement® Processing Fee.

Changing Categories: Time-frame guidelines for application

Level I to Level II: Minimum of one year from the date of Category I Endorsement®

Level II to Level III: Minimum of one year from the date of Category II Endorsement®

Level III to Level IV: Minimum of three years from the date of Category III Endorsement®

Additional Level IV designation: Minimum six months from date of first Category IV Endorsement®

Changing Levels: Endorsement® Requirements

	CATEGORY I TO II	CATEGORY II TO III	CATEGORY III TO IV	ADDITIONAL IV DESIGNATION
In-service Training	30 hours	30 hours	30 hours	15 hours
Reflective Supervision or	24 hours within a two year time frame, following criteria as	50 hours within a two year time frame, following criteria as stated in	Clinical candidates: 50 hours within a two year time frame, criteria as stated in guidelines (24	For Clinical: Clinical candidates:50 hours within a two year time frame, criteria as stated in guidelines (24

	CATEGORY I TO II	CATEGORY II TO III	CATEGORY III TO IV	ADDITIONAL IV DESIGNATION
Consultation	stated in guidelines	guidelines (24 hours from Level II may be counted toward this if the application is within one year of Level II endorsement)	hours from Level III may be counted if application is within the three year time frame)	hours from Level III may be counted if application is within the three year time frame) For Policy or Research/Faculty: None
References	Three new references: One must be from the person providing reflective supervision or consultation	Three new references: one must be from the person providing reflective supervision or consultation. If applicant has been a supervisor or trainer for at least one year, one must be from a supervisee or trainee	Three new references: Clinical applicants: References must include a person who provided supervision and one who received supervision from you	Three new references: specific to the designation
Exams	Not Applicable	Yes, required. Application must be submitted for review no later than eight weeks before the scheduled exam date. Applicant must take both the qualitative and multiple-choice portions of the endorsement exam to qualify for endorsement at Level III	Yes, required. Application must be submitted for review no later than eight weeks before the scheduled exam date. Applicant does not re-take the multiple-choice portion of the exam. Applicant must take the qualitative portion of the exam specific to the area of expertise. Clinical, Policy, or Research/Faculty. The qualitative portion of the exam is 90 minutes in duration	Yes, required. Application must be submitted for review no later than eight weeks before the scheduled exam date. Applicant does not re-take the multiple-choice portion of the exam. Applicant must take the qualitative portion of the exam specific to the area of expertise. Clinical, Policy, or Research/Faculty. The qualitative portion of the exam is 90 minutes in duration
Education	Update transcripts documenting degree/courses as required only if new	Update transcripts documenting degree/courses as required only if new courses	Update transcripts documenting degree/courses as required only if new courses competed or new degree earned. Otherwise,	Update transcripts documenting degree/courses as required only if new courses competed or new degree earned. Otherwise,

	CATEGORY I TO II	CATEGORY II TO III	CATEGORY III TO IV	ADDITIONAL IV DESIGNATION
	<p>courses competed or new degree earned. Otherwise, transcripts from original application will be used</p>	<p>competed or new degree earned. Otherwise, transcripts from original application will be used</p>	<p>transcripts from original application will be used</p>	<p>transcripts from original application will be used</p>