



# Alabama Law Enforcement Agency (ALEA)

## Peer Support Membership (PSM) Re-Certification Application

Re-certification for a Peer Support Member is required **every 36 months** to remain in good standing as a Peer Support Member. The re-certification application should be completed no later than thirty days after the individual's PSM certificate expires.

### Application Breakdown

1. Part One – Applicant Information
2. Part Two – Current Employment  
Letter of Designation (non-ALEA employee only)
3. Part Three – Background Check  
Application for Background Check  
Copy of Background Check
4. Part Four – Additional Requirements  
Proof of PSM Re-certification Training
5. Part Five – Disclaimer & Signature

All documentation should be scanned and submitted electronically at [www.ALEA.gov](http://www.ALEA.gov). Applicants without access to a scanner may mail their application to 201 S Union Street, Montgomery, Alabama 36104.

### Part One - Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Mailing Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Contact Phone: \_\_\_\_\_ Email \_\_\_\_\_

Have you ever been convicted of a felony? YES NO  
   
If yes, explain: \_\_\_\_\_

### Part Two - Current Employment

Employer: \_\_\_\_\_  
*Employer Address*

Employer Phone: \_\_\_\_\_ Employer Email: \_\_\_\_\_

Current Position (officer, paramedic, etc.): \_\_\_\_\_

\*Applicants who have *not* changed their place of employment since acquiring PSM certification, do not need to complete the additional requirement below. Peer Support Members completing this re-certification application who are current ALEA employees do not need to complete the additional requirement below.

**Additional requirement ONLY if applicant changed employment from previous year:** Peer Support Members who are not current ALEA employees **and** changed their employment from the previous year they served as a Peer Support Member, must provide a written letter signed by the head of their new department. The letter should indicate that the individual applying for re-certification is in good standing with his/her department and is deemed qualified by the head of his/her department to perform the duties of a Peer Support Member.

### Part Three - Background Check

Applicants must complete a state background check through the Alabama Law Enforcement Agency and must provide a copy of the background check with this application. The application can be found at [SBI-ApplicationReviewALCHRI.pdf \(alea.gov\)](#). Applicants who completed a background check through ALEA within the previous year are not required to complete a new background check but must provide a copy of the prior background check from ALEA.

\*ALEA employees do not need to provide a background check and should skip this part of the application.

### Part Four - Additional Requirements

In addition to this re-certification application form, the applicant must submit proof of completion of an agency-approved PSM re-certification training. The applicant must provide a copy of the certificate of completion of training with this application. Applicants must complete re-certification training before submitting the re-certification application. Recognized and approved training agencies include the International Critical Incident Stress Foundation (ICISF), the National Organization for Victim Assistance (NOVA), the American Red Cross (ARC), and the Regional Counterdrug Training Academy (RCTA). To qualify for re-certification, all Peer Support Members must attend at least one approved training before applying for re-certification. Members may take any of the following re-certification trainings listed below:

- i. Advanced assisting individuals in crisis (ICISF)
- ii. AED training (ARC)
- iii. CPR training (ARC)
- iv. Critical incident stress debriefing (ICISF)
- v. First aid training (ARC)
- vi. NOVA annual training event (NOVA)
- vii. NOVA campus advocacy training (NOVA)
- viii. Officer-involved shooting training (RCTA)
- ix. Officer survival tactics (RCTA)
- x. Child and family advocacy training (NOVA)
- xi. Skills session (ARC)
- xii. Strategic response to crisis (ICISF)
- xiii. Suicide prevention, intervention, and postvention (ICISF)
- xiv. Complete officer survival (RCTA)

\*ALEA reserves the right to deny an applicant re-certification if he/she fails to successfully complete one of the above-referenced courses before submitting his/her re-certification application.

### Part Five - Disclaimer and Signature

*I certify that my answers herein are true and complete to the best of my knowledge.*

*I understand that, if chosen to serve as a Peer Support Member, it is my responsibility to notify ALEA if my employment status changes while I am serving as a Peer Support Member.*

*If this application leads to re-certification, I understand that false or misleading information in my application or additional documentation may result in ALEA releasing me from my position as a Peer Support Member.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_