

## Certified Clinical Transplant Social Worker & Mechanical Circulatory Support Social Worker (CCTSW-MCS) Application Checklist

### **Part 1: Applicant Packet**

- Your membership in the Society must be current.

Scan and email the following application materials to [credentialing@stsw.org](mailto:credentialing@stsw.org):

- Application Form
- Qualifying Experience Form(s) documenting at least two years of post-MSW work in both transplant and mechanical circulatory support (MCS)
- Copy of your current license/registration (Please note: License must be at the highest level available to health care social workers in your jurisdiction of practice. This is a *clinical* certification.)
- Attendance certificates for 15 *transplant-specific* continuing education units (CEU's) within five years of applying. See *website for acceptable CEU's*, and be sure to include attestation forms for any STSW CEU's.
- Attendance certificates for 5 *MCS-specific* CEU's within five years of applying. See *website for acceptable CEU's*, and be sure to include attestation forms for any STSW CEU's.

### **Part 2: Certified Transcript**

- Ask your graduate school to email your transcript to [credentialing@stsw.org](mailto:credentialing@stsw.org). You must have a graduate degree from a school accredited by the CSWE, CASWE, or an equivalent body.

### **Part 3: Professional References**

- Ask two *transplant* colleagues to complete a Transplant Experience Professional Reference Form for you.
- Ask two *MCS* colleagues to complete a Mechanical Circulatory Support Experience Professional Reference Form for you.
- At least one reference should be from a social work colleague.
  - Complete page one yourself. Give all four pages to each colleague.
  - **Colleagues should NOT return completed forms to you**, but should email them to [credentialing@stsw.org](mailto:credentialing@stsw.org).

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#### **Part 4: Application Fee**

Non-refundable processing fee of \$100:

- Pay online (Hover over “Credentials” and then “Applications.” Click on “Credential Application Payment.”), or
- Mail a check payable to Society for Transplant Social Workers, with “CCTSW-MCS fee” on the memo line, to STSW treasurer:

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