

Application for Inactive Endorsement Status

The Application for Inactive Endorsement Status is a way for Endorsed professionals who are unable to meet the annual renewal requirements to keep their Endorsement if they are unable to obtain the required 15 hours of specialized in-service training and/or receive the required 12 hours of reflective supervision/consultation. Professionals may remain on the Inactive Registry for up to two years while meeting the minimum requirements outlined below. A second application requesting Inactive Endorsement should be submitted if the professional is unable to reactivate their Endorsement after those two years.

Requirements for Inactive Endorsement Status

The Endorsed professional:

- maintains active membership in VAIMH;
- documents the receipt of a minimum of 5 of the 15 required specialized in-service training hours in their EASy portfolio by the renewal deadline of December 31;
- is removed from the Active Endorsement Registry January 1 and is no longer able to use the IMH-E® or ECMH-E® credential after their name; and
- is no longer able to promote themselves as actively endorsed or as a provider of RSC.

Steps to Reactivate Endorsement

The Endorsed professional:

- submits an *Application for Reactivation* at any time they wish to reactivate their endorsement;
- pays a \$25 reactivation fee; and
- meets renewal requirements that following December on a prorated basis.

The number of training hours expected for Annual Endorsement Renewal will be prorated depending on the date that the application to reactivate is received. For example, an Infant Family Specialist reactivated in the first quarter will need 75% (or 14.25 hours) of training and 9 hours of RSC on the Annual Renewal Form submitted for the year of reactivation.

Application for Inactive Endorsement Status

Date of Request:	
Name:	
Email Address:	
Category(ies) of Endorsement:	
Reason for Request:	
Anticipated Date of Reactivation:	

Inactive Endorsement Status Agreement:

- A. I understand that my name will be moved from the [Active Endorsement Registry](#) to the Inactive Endorsement Registry.
- B. I understand that I can remain inactive for up to two years.
- C. If after two years I am unable to reactivate, I understand that I must reapply for inactive status.
- D. I understand that I must **maintain my VAIMH Membership** or risk being removed from the Endorsement Registry entirely.
- E. I understand that I must **submit my annual Endorsement renewal via EASy** (<https://vaimh.myeasy.org>) that documents my **5 hours of specialized in-service training**.
- F. I understand that I must submit an **Application for Reactivation** and **pay a \$25 reactivation fee** when I am ready to move back to the Active Endorsement Registry.
- G. I understand that while on inactive status, I **will not use the IMH-E® or ECMH-E® credential after my name** and I will not promote myself as actively endorsed or as a provider of RSC.
- H. I understand that if I do not adhere to the Policy for Inactive Endorsement Status, I risk being removed from the Endorsement Registry entirely.
- I. I understand that if I am removed from the Endorsement Registry, I will need to follow the **Policy for Reinstatement** in order to be placed back on the Endorsement Registry.

Signature: _____ Date: _____

Submit completed/signed form to VAIMH's Endorsement Coordinator
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