



The Breathing Association CTTS Certification Renewal Process

The Breathing Association CTTS Certificate is valid for two years. Recertification requires proof of continuing education from an accredited organization in tobacco cessation, prevention, health policy, or closely related areas such as behavioral health and counseling, with 18 hours of training during the two year interval. The fee for recertification is \$100.

Step 1: Complete the form **Tobacco Treatment Specialist Recertification Continuing Education Document**, which can be downloaded at <http://www.breathingassociation.org>. **Attach copies of certificates**, demonstrating continuing education hours received. You must sign the form to verify your experience.

Step 2: Fax, mail or scan and email **a) Tobacco Treatment Specialist Recertification Continuing Education Document AND b) the certificates** to the contact person listed at the bottom of this form

Step 3: Once your application has been received and reviewed you will receive an email link with an invoice from **Paytrace** allowing you to securely make your payment and receive a receipt.
If paying by check, please include the check along with the other required documents.

Please fax, mail or scan and email forms and certificates to:

Joyce Johnson
The Breathing Association
1520 Old Henderson Rd
jjohnson@breathingassociation.org
Columbus, OH 43220

Phone: 614-437-1530
Fax: 614-457-3777
E-mail:

Please allow 4-6 weeks to receive your recertification certificate.