



CONTINUING EDUCATION UNIT APPROVAL POLICY

Sponsoring Agencies – NACA Endorsed

NACA-endorsed agencies may use the NACA logo and approved language, indicating that NACA publicly supports the agency and its commitment to continuing education for Animal Care and Control professionals.

Endorsement does not guarantee that all educational content offered by the agency is eligible for NACA Continuing Education Units (CEUs). All CEU eligibility determinations are made at the discretion of NACA and must meet the requirements outlined in this policy.

Sponsoring Agencies - Continuing Education Credits

To be approved for the awarding of NACA CEUs, the following criteria must be met:

- All CEU activities must directly relate to the **Animal Care and Control profession**.
- Organizations requesting CEU approval must demonstrate alignment with NACA's mission, values, policies, and core principles, including the appropriate and humane use of equipment.
- Educational content must align with **NACA Guidelines** and fall within one or more of the defined **Core Competency Areas**.
- NACA reserves the right to deny CEU credit for activities that are not relevant to the Animal Care and Control profession.
- NACA may revoke CEU approval at any time if content no longer meets professional standards, applicability, or alignment with NACA's guidelines.

CERTIFICATION TERM & RECERTIFICATION

CERTIFIED ANIMAL CONTROL OFFICERS (I), (II) & (III)

To retain NACA ACO Certification the following must be met:

- **Valid for one (1) year from the date of certification.**
- Must Pursue Continuing Education Opportunities (CEU) as outlined below.
- Must complete a recertification application and submit proof of CEUs before certification expiration.
- Must be a current NACA member in good standing.
- NACA members must recertify every 1 year after their initial certification. To remain certified, members must complete 10 Continuing Education Units (CEUs) per year. All CEU activities must relate to the animal care & control profession, as defined by NACA, and meet the Core Competencies outlined as listed below.



- An individual, institution, organization, or agency responsible for the development, implementation, evaluation, record-keeping, of a quality continuing education activity may submit CEU activities for approval. The CEU activity must meet the NACA Guidelines and program definition of continuing education.
- **A CEU is 60 minutes of an organized learning activity.**
- If ACO (I), (II) and (III) are completed within two years of each other, CEU requirements for the first certification are considered met. The new recertification cycle starts from the completion date of the last course completed.

CEU Core Competency Areas

To be considered a CEU for NACA National Certification educational content must fall into at least one of the three areas below:

CORE COMPETENCY	DESCRIPTION & CONTENT
TECHNICAL EXPERIENCE	<p><i>Any training or continued education opportunities that increase the animal control officers' ability to be successful, safe, and proactive in their duties.</i></p> <p><i>Content may include:</i></p> <ul style="list-style-type: none">• Safe handling of all animal species• Federal, state, and local animal-related laws and ordinances• Public and community relations, including media engagement• Animal husbandry, first aid, and disease transmission mitigation• Technology and software relevant to Animal Control operations• Prevention and intervention programs for underserved or at-risk populations• Innovative animal welfare programming, including field reunification efforts• Cruelty and neglect investigations and prosecution support• Officer safety and risk mitigation• Court systems and municipal structures• Animal welfare-related legal processes• Wildlife rescue, rehabilitation, and release• Training involving livestock, exotics, reptiles, wildlife, small animals, and domestic pets• Disaster preparedness and response
CRITICAL THINKING	<p><i>Training that elevates the animal control officers' ability to perform their job safely and effectively in a variety of circumstances including emotionally charged and high risk.</i></p> <p><i>Content may include:</i></p> <ul style="list-style-type: none">• Creative problem-solving strategies• Logical thinking, prioritization, and workflow organization• Information gathering, analysis, and application• De-escalation techniques and crises response



	<ul style="list-style-type: none">• Research, data analysis, and presentation to diverse audiences• Enhancing professional judgment and adaptability
INTERPERSONAL COMMUNICATION / RELATIONSHIP BUILDING	<p><i>Training that increases the animal control officers' role within the community and their ability to perform their job at the highest level</i></p> <p><i>Content may include:</i></p> <ul style="list-style-type: none">• Collaboration with internal and external stakeholders• Emotional intelligence and professional communication• Diversity, equity, and inclusion in Animal Control practices• Public speaking and presentation skills• Building and maintaining cooperative relationships• Delivering positive and effective public-facing customer service

For any questions about the certification process, recertification process, CEUs or anything else related to this policy, please contact NACA directly naca@nacanet.org