

Academy of Lactation
Policy and Practice, Inc.
PO Box 1288
Forestdale, MA
02644

A Division of
Healthy Children
Project, Inc.

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ALPP
Candidate
Handbook

Certified
Lactation
Counselor
(CLC)
Certification

**ALPP
Candidate
Handbook**

**Certified Lactation
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The Academy of Lactation Policy and Practice strives to promote interdisciplinary knowledge about breastfeeding and human lactation through certification and other activities that protect the public by assessing competency driven lactation management, skill and knowledge. These activities seek to promote, protect, and support breastfeeding for individuals and society at large.

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**1. The History and Purpose of ALPP and the CLC
Examination**

The Academy of Lactation Policy and Practice (“ALPP”) is a non-profit organization that provides a national certification program in Breastfeeding and Human Lactation for nurses, physicians, dietitians, WIC personnel, peer counselors, independent lactation counselors and others. Founded in 1999, ALPP is dedicated to improving the foundation of breastfeeding comprehension and understanding throughout the United States by providing certification of added qualification in breastfeeding.

In 2005, ALPP inherited the CLC (Certified Lactation Counselor) Examination and Certification Program from the Healthy Children Project, Inc. which had conducted the CLC Examination for more than 10,000 participants. In 2008, ALPP merged with the Healthy Children Project, Inc. (Healthy Children Project) and continues as a division of the Healthy Children Project.

ALPP develops and administers the CLC Examination to assess knowledge and skills that underlie competent practice in lactation counseling. ALPP’s Certification Committee is responsible for setting policy, and for developing the CLC Program Requirements. The development, administration and scoring of the CLC Examination promotes competency in lactation management, skills, and knowledge and thereby fulfills the mission of ALPP.

The purpose of the CLC Examination is to identify individuals who are competent in lactation management skills and knowledge. By extension, the CLC Examination seeks to promote, protect and support breastfeeding for individuals and society at large.

Candidates who successfully complete the CLC Examination and who agree to comply with the CLC Program Requirements are eligible for CLC Certification and are licensed to use the certification marks “Certified Lactation Consultant” and “CLC” for a period of three years.

ALPP does not discriminate against any individual on the basis of race, color, creed, religion, gender, sexual orientation, national origin, age, disability or any other characteristic protected by law.

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2. Why Obtain CLC Certification?

Obtaining the CLC Certification is a way of demonstrating your knowledge and skills in lactation management.

Individuals who hold the CLC Certification come from a variety of different educational and employment backgrounds, including mothers, peer counselors, educators, nurses, childbirth educators, doulas, nutritionists, dietitians, midwives, physicians, social workers, public health workers, public administrators, and many others. Individuals work as lactation counselors in settings including obstetric and pediatric practice settings, hospitals, public health programs, and independent practice.

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3. Eligibility for CLC Examination

In order to qualify to sit for the CLC Examination, a candidate must meet several criteria, which are listed below:

- A candidate must have successfully completed Healthy Children Project's 45 hour evidence based, comprehensive lactation course with competency verification. Candidates must provide the signature of a member of the course faculty verifying successful completion of coursework and competencies demonstrated.
- A candidate must not be currently under disciplinary action by ALPP and must not have suffered any adverse disciplinary action by ALPP within two years of applying for ALPP Certification. Candidates for the CLC Examination must sign a declaration attesting to the fact that all information provided on the application form is accurate, complete and true.
- A completed application and full exam registration fee should be received at least 5 weeks before of the test date. Candidates for certification must meet criteria specified for the CLC Examination.

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4. Preparation for the CLC Examination

Suggested study materials may assist candidates in preparing for the CLC Examination. These include becoming familiar with at least one of the following reference books:

- Karin Cadwell and Cindy Turner-Maffei (2007) Pocket Guide for Lactation Management. Published by Jones and Bartlett.
- Ruth A. Lawrence and Robert M. Lawrence (2005) Breastfeeding: A Guide for the Medical Profession. Published by Mosby.
- Karin Cadwell and Cindy Turner-Maffei (2006) Breastfeeding A – Z: Terminology and Telephone Triage. Published by Jones and Bartlett.
- N. Mohrbacher and J. Stock (2003) The Breastfeeding Answer Book. Published by La Leche League, International, Illinois.
- Jan Riordan (2005) Breastfeeding and Human Lactation. Published by Jones and Bartlett Publisher.
- Marie Biancuzzo (2003) Breastfeeding the Newborn: Clinical Strategies for Nurses. Published by Mosby.

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5. Application Information

ALPP will administer CLC Examinations multiple times throughout the year. The examination dates will be published in advance. Seating at each venue is limited, and applications are accepted and scheduled in order of remittance. To ensure availability, it is advised that candidate register for a CLC Examination at least three weeks prior to the test date. ALPP reserves the right to cancel a CLC Examination location if there are less than 20 candidates registered five weeks prior to the test date.

Candidates are further advised that the doors will be closed promptly at the start time for the CLC Examination, and no one will be allowed to enter after this time. Candidates who arrive after the examination room is closed will forfeit their application and testing fees.

Application and exam information can be obtained by writing to:

Academy of Lactation Policy and Practice
CLC Certification
PO Box 1288
Forestdale, MA 02644

Phone: 508-833-1500

Fax: 508-833-6070

Or by visiting our web site: www.talpp.org

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6. Eligibility Appeal Policy

If an application for the CLC Examination is not accepted by ALPP, the candidate may appeal this action to the Certification Committee. All appeals shall be in writing, shall identify the reasons that the application should be accepted, and shall include any supporting documentation that the candidate wishes to have considered. The request must be received at least 30 days before the date of the requested CLC Examination. Candidates shall have the burden of demonstrating that the appeal should be granted. All such appeals will be reviewed by the Certification Committee. The Certification Committee will notify the candidate of its decision in writing. The decision of the Certification Committee shall be final.

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7. CLC Examination Procedures

The CLC Examination lasts 2 hours, and consists of 100 multiple choice questions. Some questions are illustrated with photos (each candidate will have access to his/her own set of pictures). Each candidate shall complete the CLC Examination by himself or herself, without using resources, such as written or electronic materials and without consulting other individuals. There is no penalty for wrong answers.

After receiving confirmation of exam registration, the candidate should assemble a packet of items to bring to the exam, including:

- An official picture identification (driver's license, employee ID tag, passport etc.) to verify identity.
- Foreign language dictionary if candidate's first language is not English
- Snacks, water, tissues, glasses or contact lenses, etc., as needed for comfort.
- #2 pencils will be provided at exam site.

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7. CLC Examination Procedures, continued

Please familiarize yourself with the following rules for the exam:

1. Put your name on all of your paperwork. Also provide the picture book number.
2. At the end of the testing period, you will be asked to complete the Examinee Statement, and the Examination Critique. They are found in your CLC Question Booklet. Wait to complete the Examinee Statement and the Examination Critique until the end of the CLC Examination.
3. The CLC Examination consists of 100 multiple choice questions. You will be given specific directions at the beginning of the CLC Examination.
4. To successfully complete the CLC Examination, a candidate must receive a passing score of 75%.
5. **Mark your answers on the CLC Examination Bubble Sheet, not on the test question sheets.** If helpful, you may write on the test question sheets, but be sure your answers are recorded on the CLC Examination Bubble Sheet.
6. Use the ALPP pencil provided to mark your answers. If you desire to change an answer already marked, please erase carefully.
7. The content of the CLC Examination content is confidential, therefore, copying questions and/or discussing the questions with others during or following the CLC Examination is strictly prohibited. Any attempt to do so will disqualify a candidate for CLC Certification and result in automatic failure of the CLC Examination.

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7. CLC Examination Procedures, continued

8. Proctors may not clarify the content of test questions during the examination.
9. Any disruptive behavior detected during the examination is cause for immediate action (disqualification, etc.) by the proctors.
10. Smoking is not permitted in the examination room.
11. Cell phones and/or pagers, or any device that may be disruptive or may be used for communication must be turned off.
12. If English is not your first language, a translation dictionary is allowed.
13. Candidates needing to leave the room for any reason should notify a proctor by raising his or her hand.
14. If you complete the CLC Examination before the end of the testing period, quietly gather your belongings and bring your exam materials to a proctor. Candidates who finish early and wish to leave the examination room may do so. Please show courtesy to those still testing, keep communication and moving about to a minimum. CLC Examinations received without a signed Examinee Statement may be disqualified. CLC Examinations received without a picture book number provided may be disqualified.
15. Removal of any test material from the site will disqualify you from CLC Certification, and future CLC Certification, and result in automatic failure of the CLC Examination.
16. After the CLC Examination, the proctors will collect all test documents and return them to the Academy.
17. The Academy will score the CLC Examinations and notify you by mail of your pass/fail results within six to eight weeks of their receipt at the national office. **Do not call the Academy for test results. Results are not available over the phone.**

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8. Content Area for the CLC Examination & Sample Questions

The Three Parameters of Lactation Counseling

Chronological periods:

- 1 Prenatal
- 2 Labor/birth/1-2 days
- 3 Prematurity
- 4 3-14 days
- 5 15-28 days
- 6 1-3 months
- 7 4-6 months
- 8 7-12 months
- 9 Beyond 12 months.

Topic Areas

- A. Long term breastfeeding
- B. Maternal and infant nutrition
- C. Nipple and breast problems
- D. Latch-on and positioning for breastfeeding
- E. Milk supply, formula supplementation
- F. Commercial products (pumps, feeders etc.) and techniques for their use
- G. Promotion of breastfeeding
- H. Weaning
- I. Special circumstances, maternal and infant

General Principles

- I. Human Anatomy, Physiology & Child Development
- II. Successful Breastfeeding Management Programs
- III. Counseling Techniques
- IV. Protection for Breastfeeding: Public Health Strategies
- V. Professional Ethics and Behavior

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8. Content Area for the CLC Examination & Sample Questions, continued

Example 1: Skin-to-skin care is beneficial for the premature infant because:

Options or Distracters:

- a. It delays hospital interventions that are unnecessary
- b. It stimulates maturation and development in the infant
- c. It decreases the infant's need for foods, especially iron
- d. It decreases the amount of infant gagging and coughing

Correct Answer: b

According to the matrix, this question tests at the Chronological Level 3 (Prematurity), within the General Principle I (Human Anatomy, Physiology and Development) and is in the Topic Area I (Special Circumstances).

Example 2: Which of the following describes a reason that Skin-to-skin care should be included in hospital policies for the care of premature infants?

Options or Distracters:

- a) It delays hospital interventions that are unnecessary
- b) It stimulates maturation and development in the infant
- c) It decreases the infant's need for foods, especially iron
- d) It decreases the amount of infant gagging and coughing

Correct Answer: b

In this case the item could fit into the matrix as F, V, 3. Management techniques, Professional Behavior and Prematurity.

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9. CLC Examination Administration and Scoring

The passing score for the CLC Examination was set by a panel of judges, which included subject matter experts with a variety of credentials and degrees. The group of experts reviewed each item using an established method for determining competence called the Angoff technique. The score was set at 75% for the CLC Examination.

After each CLC Examination is administered, the bubble sheets will be scored. After the CLC Examination is scored, each candidate will be sent a report indicating whether he or she obtained a passing or failing score.

Candidates who receive a passing score on the CLC Examination and who agree to comply with the CLC Program Requirements are eligible for CLC Certification.

A failing report shall list the candidate's score. Suggested topic areas for further study may be identified based on the content areas of incorrect responses. Information on reapplying for the CLC Examination shall be included.

If a candidate receives a failing score, he or she may retake the CLC Examination up to three times in one year. Candidates who fail to pass the CLC Examination after four attempts must complete a course of continuing education or training specified by the CLC Committee before another CLC Examination may be scheduled.

Candidates with reason to believe a discrepancy exists in the scoring or reporting of their test results may request a re-scoring of the bubble sheet. A candidate's bubble sheet will be inspected and re-scored upon receipt of the re-scoring request form. Requests for re-scoring answer sheets must be received no later than 30 days following release of CLC Examination results. Requests received beyond this time period will not be processed.

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10. CLC Certification

Candidates, who successfully complete the CLC Examination, and who agree to comply with CLC Program Requirements (CLC Certificants) shall be notified by ALPP of their CLC Certification. Upon notification, CLC Certificants are licensed to use the certification marks “Certified Lactation Counselor” and “CLC”. CLC Certificants receive a certificate that is valid for a period of 3 years, rounded to either June 30 or December 31, depending on the date of examination.

Execution of an application for the CLC Examination constitutes an agreement by a candidate to comply with CLC Program Requirements. The CLC Program Requirements consist of the procedures, Code of Ethics, and requirements set forth in this ALPP Candidate Handbook for Certified Lactation Counselors (CLC) Certification and any standard, procedure, or requirement, if any, that may be published from time to time by ALPP. Compliance with CLC Program Requirements is a condition of CLC Certification.

The CLC Certification is licensed to an individual. Therefore, he or she, not his or her employer or business, may use the certification marks as long as the individual is licensed to do so. In marketing materials and other documentation, employers of CLC Certificants are allowed to identify CLC Certificants on staff. However, in no event shall employers suggest that they, rather than the employees, possess CLC Certification.

The certification marks “Certified Lactation Counselor” and “CLC” are owned by Healthy Children and are licensed to individuals who successfully complete CLC Examination, and who agree to comply with CLC Program Requirements.

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11. Expectations of CLC Certificants

CLC Certificants are expected to be capable of developing lactation plans of care which:

- Construct and maintain conditions predisposing mothers and babies to an uncomplicated breastfeeding experience by following accepted guidelines.
- Monitor and evaluate behavioral, cultural and social conditions predisposing mothers and babies to an uncomplicated breastfeeding experience.
- Assess for, monitor and evaluate physical conditions predisposing mothers and babies to a complex breastfeeding experience.
- Monitor and evaluate behavioral, cultural and social conditions predisposing mothers and babies to complex breastfeeding experiences.
- Identify and advocate for aspects of breastfeeding management programs that facilitate optimal health outcomes.
- Use counseling skills and techniques that are supportive to breastfeeding mothers and babies.
- Identify and advocate for public health strategies that serve to protect breastfeeding.
- Coordinate care consistent with standards of professional ethics and behavior.

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12. Certification Code of Ethics

CLC Certificants are expected to demonstrate the highest ethical and moral behavior standards for the discipline. To this end, ALPP has adopted the following Code of Ethics for its Certification Program. CLC Certificants shall adhere to the following:

- A. Provide to all persons truthful and accurate information with respect to the professional performance of duties.
- B. Maintain the highest standards of personal conduct practicing within the legal constraints of the individual's scope of practice to bring credit to the lactation field.
- C. Promote and encourage the highest level of ethics within the profession.
- D. Refer clients to appropriate medical and other resources for issues beyond the CLC Certificant's scope of practice.
- E. Recognize and discharge by responsibility, to uphold all laws and regulations relating to ALPP policies and activities.
- F. Maintain strict client confidentiality.
- G. Strive for excellence in all aspects of the field.
- H. Use only legal and ethical means in all activities.
- I. Protect the public against fraud and unfair practices and attempt to eliminate all practices that bring discredit to the profession.
- J. Demonstrate respect for every professional within the field by clearly stating and consistently performing at or above the standards acceptable to the field.
- K. Increase professional growth and knowledge by attending appropriate educational and training programs.
- L. Contribute knowledge to professional meetings and journals to raise the consciousness of the field.

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12. Code of Ethics, continued

- M. Maintain the highest standards of safety and any other responsibilities.
- N. When providing services or products, maintain in full force adequate or appropriate insurance.
- O. Cooperate with professional colleagues, suppliers and employees to provide the highest quality service.
- P. Extend these same professional commitments to all those persons supervised or employed.
- Q. Abide by the International Code of Marketing of Breast Milk Substitutes.
- R. Comply with this Code of Ethics.
- S. Avoid discrimination against other individuals on the basis of race, creed, religion, gender, sexual orientation, age, national origin, disability or any other characteristic protected by law.
- T. Refuse any gift, favor, or hospitality from patients or clients currently in her/his care that might be interpreted as seeking to exert influence to obtain preferential consideration.
- U. Disclose any financial or other conflicts of interest in relevant organizations providing goods or services. Ensure that professional judgment is not influenced by any commercial considerations.
- V. Obtain maternal consent to photograph, audiotape, or videotape a mother and/or her infant(s) for educational or professional purposes.
- W. Understand, recognize, respect, and acknowledge intellectual property rights, including but not limited to the certification marks “Certified Lactation Consultant” and “CLC” and use the certification marks only in connection with services that comply with CLC Certification Program Requirements.

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13. Continued Education/Recertification

In recognition of the fact that scientific and social knowledge about breastfeeding and human lactation is continually evolving, CLC Certificants are required to obtain a minimum of 18 hours of continuing education in the area of breastfeeding and human lactation every three years. Evidence-based breastfeeding practice requires constant reading, evaluation, and dialogue with peers and mentors. It is in the best interests of all health care providers to seek every opportunity for continuing education and professional growth. CLC Certificants who do not provide adequate proof of 18 or hours of appropriate continuing education will not receive a renewed CLC Certification.

CLC Certificants are licensed to use the CLC Certification Marks for a period of 3 years, rounded to either June 30 or December 31, depending on the date of CLC Examination. Every three years CLC Certificants must recertify by submitting proof of 18 contact hours of evidence based continuing education and paying a recertification fee. CLC Certificants will be required to: (1) review and attest that they have adhered to the CLC Program Requirements; and (2) agree to comply with the CLC Program Requirements for the duration of their recertification when they submit their recertification. Non-payment of recertification fees or non-submission of proof of continuing education will result in revocation of CLC Certification by ALPP. CLC Certificants who miss the recertification date may recertify by retaking a course and the CLC Examination.

A random number of CLC Certificants will have their continuing education hours audited. CLC Certifications must verify that they have completed the required continuing educational hours by submission of certificates of completion in order to maintain their certification.

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14. Confidentiality

1. Confidentiality Statement

Except as otherwise provided herein, CLC Examination scores will not be disclosed to anyone other than the candidate unless ALPP receives a written request to do so from the candidate or is directed to do so by subpoena or court order.* Examination results will not be given over the phone.

2. Expressed Consent to Share Information

ALPP shall obtain consent in writing before sharing any information about a candidate's results. This can be obtained by asking the candidate to sign the 'Release of Exam Results Confidentiality Agreement', which is available upon request and can be downloaded from the website. Candidates must also indicate in writing which CLC Examination date may be disclosed and identify the specific person or organization to whom the scores should be revealed. When an agency has its own Release form, this may be an acceptable substitute for the ALPP form. If a candidate chooses not to give consent for information to be shared, this decision will be respected, except where issues of safety or legality apply. However, this may limit the kinds of support that are open to them.

*ALPP reserves the right to release CLC Examination results to employers who paid for a candidate to take the ALPP CLC Examination. The employer must submit a letter on agency letterhead stating that they sent the candidate to the training and the CLC Examination, and that the employer paid for the participant to take the CLC Examination. The letter must include contact information stating the employer's (agency) name and individual contact person, phone number and address for ALPP to send requested information. Results will only be released via mail or fax.

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14. Confidentiality, continued

3. Data Protection

ALPP staff shall undertake commercially reasonable efforts to observe and maintain the confidentiality of candidate information.

4. Examination Confidentiality

Each candidate and CLC Certificant shall maintain the confidentiality of all CLC Examination questions and shall not to request information about CLC Examination questions from previous candidates or CLC Certificants.

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15. Practice and Disciplinary Procedures

Practice and disciplinary procedures of ALPP are intended to assist and inform CLC Certificants and candidates for CLC Certification of the CLC Program Requirements relative to conduct and disciplinary procedures. ALPP does not express an opinion on the competence or warrant job performance of CLC Certificants. A candidate or CLC Certificant shall refrain from the following proscribed activities, the violation of which may result in the denial of certification application or revocation of CLC Certification or other disciplinary action:

- A. Engaging in irregularity in connection with the CLC Certification Examination;
- B. Unauthorized possession, use, access, or distribution of CLC Certification Examinations, score reports, answer sheets, candidates or CLC Certificant files, documents or other materials;
- C. Material misrepresentation or fraud in any statement to ALPP or to the public, including but not limited to statements made to assist a candidate or CLC Certificant, or another in applying for, obtaining, or retaining CLC Certification;
- D. Gross or repeated negligence in professional work;
- E. The conviction of, plea of guilty or plea of nolo contendere to a felony or misdemeanor which is related to the practice of lactation counseling; and
- F. Failure to adhere to the eligibility requirements for CLC Certification or the CLC Program Requirements.

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15. Practice and Disciplinary Procedures, continued

DISCIPLINARY PROCESS

The Certification Committee shall consider any alleged violation of any CLC Program Requirements.

A Certification Committee member may not serve in any situation in which his or her impartiality or the presence of an actual or apparent conflict of interest might reasonably be questioned. A quorum consists of three members, and action shall be determined by a majority vote. The Certification Committee shall determine the rules for its meetings and actions.

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15. Practice and Disciplinary Procedures, continued

REVIEW PROCESS

Whenever ALPP receives an allegation of a violation of the CLC Program Requirements, such allegation will be transmitted to the Certification Committee, which shall review the allegation. If the Certification Committee determines that insufficient cause exists to conclude that there has been a violation of the CLC Program Requirements, no adverse action shall be taken. If the Certification Committee determines by a majority vote that sufficient cause exists to conclude that a violation may have taken place, it shall notify the candidate or CLC Certificant of the alleged violation..

A candidate or CLC Certificant shall have the right to an oral hearing if he or she disputes the truthfulness of an allegation and shall bear his or her own expenses in connection with any such hearing. Individuals must notify the Certification Committee within 15 days of receipt of the notification of an allegation if they wish to dispute the allegation, request an oral hearing or comment regarding appropriate sanctions. If the candidate or CLC Certificant fails to respond, the allegations will be taken as true by the Certification Committee.

A candidate or CLC Certificant will be deemed to consent to the imposition of sanctions by the Certification Committee if he or she does not dispute the truthfulness of the allegations.

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15. Practice and Disciplinary Procedures, continued

HEARING

If requested, the Certification Committee shall schedule a hearing. The Certification Committee and the candidate or CLC Certificant (both of whom may be represented by counsel) may make opening statements, present documents and testimony, examine and cross-examine witnesses under oath, make closing statements and present written briefs as scheduled by the Certification Committee. The Certification Committee shall determine and apply evidentiary rules. Relevant evidence may be submitted. Disputed questions shall be determined by majority vote of the Certification Committee.

SANCTIONS

In the event that the Certification Committee concludes that a candidate or CLC Certificant has violated one or more CLC Program Requirements, it may impose one or more of the following sanctions:

- A. Denial or suspension of eligibility to participate in the CLC Examination;
- B. Suspension or revocation of CLC Certification;
- C. Censure;
- D. Reprimand;
- E. Training or other corrective action;
- F. Reports; and
- G. Conditions relating to the above.

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15. Practice and Disciplinary Procedures, continued

APPEAL

The candidate or CLC Certificant may appeal a final decision of the Certification Committee to the ALPP Board of Oversight. An appeal must be filed with thirty (30) days of the candidate's or CLC Certificant's receipt of the decision. Failure to file an appeal within the deadline shall constitute a waiver of the appeal. The Certification Committee may file a written response to the appeals statement of the candidate or CLC Certificant. The ALPP Board of Oversight shall render a decision on the record without oral hearing, although written briefing may be submitted. The decision of the ALPP Board of Oversight shall be final.

DECISIONS

The decision of the Certification Committee and/or ALPP Board of Oversight shall be rendered in writing. The decision shall contain factual findings, conclusions and any sanctions applied. The decision shall be transmitted to the candidate or CLC Certificant by certified mail or tracked courier, return receipt requested.

RELEASE OF INFORMATION

By agreeing to participate in the CLC Certification program, candidates and CLC Certificants authorize ALPP, the Certification Committee and their agents to communicate all information regarding disciplinary procedures relating to the application, certification and review thereof to state and federal authorities, employers, other candidates and CLC Certificants, educational programs and others by means of newsletter or otherwise.

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Certification**

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15. Practice and Disciplinary Procedures, continued

WAIVER

Candidates and CLC Certificants release, discharge and exonerate ALPP, its officers, directors, employees, committee members, agents, the Certification Committee, all other ALPP personnel and any person furnishing documents, records and other information relating to any alleged violation of the NLC program requirements.

SUBMISSION OF INFORMATION TO ALPP

Persons concerned with possible violations of CLC Program Requirements shall identify the persons alleged to be involved and the facts concerning the alleged conduct in as much detail and specificity as possible with available documentation in a written statement addressed to ALPP. The statement must include the name, address and telephone number of the person making the statement and others who may have knowledge or facts concerning the alleged violation.

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16. Indemnification and Limitation on Liability

Third Parties. Candidates and CLC Certificants understand and agree that: (1) in administering the CLC Certification Program, neither ALPP nor Healthy Children assumes or undertakes to discharge any responsibility to any third party; and (2) neither ALPP nor Healthy Children warrants or guarantees that the CLC Certification Program will be recognized or accepted by any third party.

Indemnification. By submitting an application for CLC Certification or recertification, a candidate or CLC Certificant agrees to hold harmless and defend and indemnify ALPP, Healthy Children, and their affiliates, officers, directors, and employees against any costs, expenses, or liability directly or indirectly arising out of or relating to any claim from any third party based on the use the Certification Marks or participation in the CLC Certification Program by a candidate or CLC Certificant.

Limitation on Liability. Neither ALPP nor Healthy Children will, under any circumstances, be liable in contract or tort or on any other basis to any candidate, CLC Certificant or any third party for any claims or for any indirect, special or consequential damages arising out of or related to the CLC Certification Program.

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Appendix 1: Applications

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and it will be the responsibility of the applicant to prove that they attended the training.

**ALPP
Application for
Renewal of
Certification**

**Certified Lactation
Counselor (CLC)
Certification**

**Affidavit of
Continuing
Education
(signature required)**

I attest that I have completed the required hours of continuing education as I have stated in this application. I understand and agree that any false information provided by me may result in revocation of my certificate of added qualification. I agree to comply with the CLC Program Requirements and authorize ALPP to verify any information provided in connection with this application.

Signature: _____

Date: _____

Name _____

Date of Program	Program Name	Relevant Hours	Sponsoring Agency	Certificate Attached
	Total Relevant Hours			

Attach all certificates.
Keep a copy for your records.
Print neatly.
ALPP is not responsible for misdirected mail.
Please allow four to six weeks for processing of recertification.