

AREA

AMERICAN REHABILITATION ECONOMICS ASSOCIATION

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APPLICATION PROCEDURES OF THE AMERICAN REHABILITATION ECONOMICS ASSOCIATION

APPLICATION PROCEDURES FOR MEMBERSHIP

1. **Professional Member:** Complete the membership application, checking “Professional member.” Please note that the form requires submission of (a) a certificate copy of your highest academic degree (minimum of Master’s degree or active CPA license), and (b) a current copy of your Curriculum Vitae (CV). Within your CV or in a separate Rule 26 testimony listing, you must document in detail specific cases in which you have provided professional services over a three-year period, this experience relating to forensic vocational and/or forensic economic (financial) assessment and testimony. List all active and related licenses or certifications.
2. **Associate Member:** Complete the membership application, checking “Associate member.” Please note that the form requires submission of (a) a certificate copy of your highest academic degree and (b) a current copy of your Curriculum Vitae (CV). Within your CV or in a separate Rule 26 testimony listing, you should document in detail specific cases (if any) in which you have provided professional services related to vocational rehabilitation, forensic vocational and/or forensic economic assessment and testimony. If you have a related license or certification, you should document current professional credentialing status.
3. **Student Member:** Complete the membership application, checking “Student member.” Please note the form requires submission of your highest academic degree (copy) and your current Curriculum Vitae or Resumé, documenting any professional experience related to vocational rehabilitation, forensic vocational and/or forensic economic assessment and testimony. If you have a related license or certification, you should document this current professional status. Additionally, you must provide DATED proof of your current student enrollment, *i.e.*, photo I.D., letter from a professor, copy of your transcripts.

MEMBERSHIP FEES

Professional Member	\$200.00*
Associate Member	\$200.00*
Student Member	\$30.00

*Professional and Associate members may PREPAY their dues for 2 years at a 10% discount (\$360.00) or 3 years at a 20% discount (\$480.00). There is no multi-year discount for Student members.

APPLICATION PROCEDURES FOR CERTIFICATION OR REGISTRY

1. **Registered Forensic Vocational Expert (FVE):** The registry process places the burden of proof on the applicant to demonstrate that you have testified at least twice in judicial or administrative proceedings. You must submit (2) two letters of recommendation from attorneys or judges asserting your vocational testimony was competent; either official transcripts of your related Master's or Doctoral degree or documentation that you hold an active CPA license; two (2) forensic work products, each with pre-injury and post-injury scenarios and values (*see Guidelines for work samples requirements*); and at least one (1) vocational certification.
2. **Registered in Forensic Economics (RFE):** The registry process places the burden of proof on the applicant to demonstrate that you have testified at least twice at either State Superior or Federal Court jurisdictions. You must submit two (2) letters of recommendation from attorneys or judges asserting your testimony was authoritative in determining loss of earnings over time; either (a) official transcripts of your Master's, Professional or terminal degree in either economics or a related financial profession or (b) documentation that you hold an active CPA license; and two (2) forensic work products.

NOTE: There will be a peer review process, and FVE and RFE candidates may be asked about their written work product(s) by reviewers. This will be done via telephone or email, if necessary.

3. **Certified Earnings Analyst (CEA):** Complete the Certification application for CEA. If your AREA Professional membership was granted more than one (1) year prior to your Certification application, submit a *current* copy of your CV and Rule 26 testimony listing. Additionally, the Certification application requires submission of an official transcript from the college/university at which you obtained your highest degree (minimum either a Master's level degree or an active CPA license); copies of all related certifications and licenses and their expiration dates, including at least one (1) vocational certification (unless you are an economic or financial consultant); two (2) forensic work products formally proffered to document your findings or opinions in legal proceedings, including one (1) deposition or court testimony transcript which demonstrates earnings loss and present value calculation proficiency; three (3) letters of recommendation from attorneys or judges documenting their opinions as to your courtroom expertise; and maintenance of your Professional member status. Your submitted materials will undergo review by two (2) AREA Board members and/or Certification Committee members.

Requirements to maintain the CEA credential: The CEA must attend a minimum of one AREA Conference and one AREA Boot Camp every three years, accumulate at least 45 accredited CEUs every three-year period, and pay the recertification fee (currently \$130) and any pre- and post-attendance approval fees for non-AREA continuing education consideration.

4. **Earnings Analyst (EA):** Complete the application for the EA. If your AREA Professional membership was granted more than one (1) year prior to your Certification application, submit a *current* copy of your CV and Rule 26 testimony listing. Additionally, the Certification application requires submission of an official transcript from the college/university at which you obtained your highest degree (minimum either a Master's level degree or an active CPA license); copies of all related certifications and licenses and their expiration dates, including at least one (1) vocational certification (unless you are an economic or financial consultant); three (3) letters of recommendation from attorneys or judges documenting their opinions as to your professionalism/expertise; and maintenance of your Professional member status.

After completing and passing your CEA/EA exam, the following must also be submitted: two (2) forensic work products formally proffered to document your findings or opinions in legal proceedings, including one (1) deposition or court testimony transcript which demonstrates earnings loss and present value calculation proficiency. Your submitted materials will undergo review by two (2) AREA Board members and/or Certification Committee members.

The EA is identical to the CEA except that it does not require documentation of having given present value testimony.

Requirements to maintain the EA credential: The EA must send a redacted report, in which wage loss and present value are assessed, to an economic expert (CEA, CPA, or Ph.D.) for formal peer review, once every two years. Additionally, they must attend at least three AREA Conferences and three AREA Boot Camps every four years; participate in at least two out of four of any graduate degree-accredited educational programs that AREA offers (if any); and accumulate at least 45 accredited CEUs every three-year period, a minimum of 30 of which must be from AREA conferences. *No recertification fee is assessed until the EA progresses to a CEA.*

In order to progress from EA to CEA: The EA must submit redacted copies of two recent reports that were actually submitted in litigated matters (*i.e.*, to retaining attorney), and send transcripts of associated deposition or trial testimony, in which the EA may be seen as having demonstrated proficiency in addressing wage loss and present value. *To retain the EA credential beyond the first four years, an EA must either become a CEA or re-apply anew for the EA.*

The CEA and the EA certification process **both include the same case analysis and written examination** designed to evaluate the candidate's competency in vocational and economic loss assessment. Each exam will be reviewed by two Certified members. If needed, a third Certified member will review the exam to break any deadlocks between the two initial reviewers. The CEA is generally given in conjunction with AREA's Annual Conference. Alternative proctoring arrangements may be made with individual candidates who apply at different times of the year.

CREs certified under the previous process (1989 to 04/15/94) will be able to maintain this status with AREA's backing contingent upon ongoing Professional membership in AREA and adherence to the Code of Ethics. CREs may apply for CEA status by submitting an application (no other documents are needed) and passing the case analysis/written examination. There is a \$170 fee to make this switch in certification designation.

REGISTRY/CERTIFICATION FEES

Registered Forensic Vocational Expert (FVE)	\$180.00
Registered in Forensic Economics (RFE)	\$180.00
Certified Earnings Analyst (CEA)	\$400.00
Earnings Analyst (EA)	\$400.00

Registry/certification fees are a one-time charge and do not include Professional membership fees which are additional (bottom of first page).

ANNUAL RENEWAL FEES

PROFESSIONAL MEMBERS:

Professional members (<i>no registries or certifications</i>)	\$200.00
Professional member registered as an FVE (Registered Forensic Vocational Expert)	\$200.00
Professional member registered as an RFE (Registered in Forensic Economics)	\$200.00
Professional member certified as a CEA (Certified Earnings Analyst) <i>(Must also Recertify every 3 years for an additional fee, currently \$130.)</i>	\$200.00
Professional member certified as an EA (Earnings Analyst) <i>(No recertification fee is assessed until the EA progresses to a CEA)</i>	\$200.00
Professional member registered as a CRE (Certified in Rehabilitation Economics) <i>(Must also Recertify every 3 years for an additional fee, currently \$130.)</i>	\$200.00

ASSOCIATE MEMBERS: \$200.00

STUDENT MEMBERS: \$30.00

Professional and Associate members may PREPAY their dues for 2 years at a 10% discount (\$360.00) or 3 years at a 20% discount (\$480.00).

Membership renewals are due within 30 days of invoicing. *Public publication of active AREA membership is contingent upon up-to-date payment of Association dues as updated on the AREA website.*

Those holding CEA, EA, CRE, FVE or RFE status must renew their membership annually or *forfeit the right to continue using the AREA designation* while they remain inactive.

GENERAL ELIGIBILITY CRITERIA

1. Commitment to the advancement of knowledge in vocational economic practice and research;
2. Graduate level education/training and experience consistent with the applicant's stated area of expertise and level of membership requested;
3. As a general standard, CEAs, EAs, FVEs and RFEs will have either a Master's or Doctoral degree in their specialty or an active CPA license. FVEs must also hold at least one (1) vocational certification. Professional members must have a minimum of either a Master's degree or demonstrated equivalent professional training or certification or an active CPA license, plus three (3) years of forensic experience. As attested to by professional peers if you are not a financial/economic expert, documentation of licensure or certification in your professional field is required. Areas of expertise may include, but are not limited to, one or more of the following:
 - Vocational Rehabilitation Assessment
 - Vocational Expert Analysis
 - Life Care Planning
 - Value of Benefits Package
 - Financial Accounting
 - Labor Economics
 - Forensic Economics
 - Worklife Discernment

GUIDELINES TO BE MET FOR WORK SAMPLES IN VOCATIONAL EXPERT (FVE), FORENSIC ECONOMICS (RFE), AND EARNINGS ANALYST (CEA AND EA) CATEGORIES

A. Evaluation of Work Samples

A work sample consists of two (2) forensic cases that have been prepared by the applicant at the request of an attorney or judge. The work sample will be reviewed by a committee of AREA Board members and/or certification committee members. To have your work samples accepted, it is necessary for two (2) separate reviewers to accept them. If one (1) or both samples are rejected, for reasons given by the reviewers to the applicant, the applicant may substitute alternate samples, one time. PLEASE NOTE: Should the applicant fail to submit satisfactory work samples within one (1) year from the date of the application, the application will be considered to have lapsed, and any further action would require an entirely new set of application materials to be submitted, including all relevant fees in effect at such time.

B. Quality of Work Products

Applicants for **Registered Forensic Vocational Expert (FVE)** must demonstrate practice at an advanced level of competence. Vocational expert practice is not merely rehabilitation or psychological counseling; rather, it is a specialty emphasizing the integrated application of the broad range of vocational rehabilitation, disability consulting, and concepts related to pre-/post-injury earning capacity. The work products must demonstrate that the applicant possesses an explicit knowledge of vocational disability issues, loss of earning capacity assessment, worklife expectancy, and vocational assessment procedures. In order to demonstrate such, it must be shown that the applicant has relied upon standard information, such as a thorough past work history, with associated salary levels; upon medical opinions that support lack of function or cognitive impairment; upon a transferable skills assessment, and upon current and foreseeable labor market conditions and information.

Applicants for **Registered in Forensic Economics (RFE)** must demonstrate forensic practice at an advanced level of competence. The work products must reflect a high level of professional skill and maturity. They must also demonstrate that the applicant possesses an explicit and coherent rationale for the work performed, including proficiency in the assessment of lost household services, future medical expenses and present value calculation.

The designation of **Certified Earnings Analyst (CEA)** denotes primary expertise as either a forensic vocational expert or a forensic financial/economic expert with competence in the latter. The work products must reflect this ability at a high level of professional skill and maturity. The work products must also demonstrate that the applicant possesses an explicit and coherent rationale for the work performed, and was able to generate vocational foundation, loss of earning capacity, worklife expectancy, household services analysis (if appropriate) and present value calculation.

The designation of **Earnings Analyst (EA)** denotes expertise, as either forensic vocational expert or forensic financial/economic expert, with competence in certain aspects of the latter. The work products must reflect this ability at a high level of professional skill and maturity.

C. Subject Matter of the Work Product

Work products may be evaluation reports, depositions, or other appropriate demonstrations of the applicant's expertise. CEA applicants must submit one (1) official deposition or trial transcript. The subject matter should reflect the capacity of the applicant to contribute to the field at an advanced level.

D. Content

1. The Case Analysis

Professional reports alone may not be adequate for evaluation purposes. You may wish to append explanatory notes or provide references to sources or other clarification of your rationale. Reports should clearly identify the relevant characteristics of the client; any background information provided to you by previous psychological, medical, vocational, or other examiners; salient aspects of client or third-party interview material obtained by you; and medical, school, employment or other records if they served as a basis for your opinions.

2. Supporting Material

There is no limit to the amount or kind of supporting material that may be provided, but every effort should be made to be reasonable in the volume of material submitted. These materials might include addendums to your report, demonstrative exhibits, labor market documentation and excerpted trial/deposition transcripts if in your judgment they contribute to an appreciation of your expertise in such situations.

E. Format

A Work Sample SUBMISSION consists of two (2) to four (4) parts:

- 1) Case report #1;
- 2) Case #1 supporting material, if appropriate;
- 3) Case report #2 or sample deposition/trial transcript; and
- 4) Case #2 supporting material, if appropriate.

Email submission of reports and supporting documentation, especially in PDF format, is highly encouraged. If the electronic files are too large for transmission, the applicant may send a *share* email from Dropbox to area@gasvcs.net. If a hard copy submission by U.S. mail or express delivery is absolutely necessary, two (2) copies of each submission are required, each case being bound separately. Once Certified or Registered status is established, candidates are given the option of having AREA return or dispose of the work samples that were submitted by mail with the application. Be sure to complete and return a *Confidential Documents Preference Form* along with the other requested documentation.