





**CRISIS CARE NETWORK**  
Proven. Trusted. Partner.

Crisis Care Network Specialist Application--Page 2

*Please attach an explanation sheet if you answer "Yes" to any of the following questions:*

- Yes     No    Have you ever been arrested, charged with or convicted of a felony, or involved with charges relating to an ethical violation?
- Yes     No    Have you ever had your professional license revoked or suspended?
- Yes     No    Are you currently the subject of a formal complaint or investigation wherein your fitness to act as a therapist has been questioned?
- Yes     No    Do you have any physical or mental conditions that would impair your ability to perform the essential functions of the position with or without accommodation?
- Yes     No    Are you currently abusing drugs and/or alcohol?

The following information must be sent in order for your application to be processed. Please submit as a packet.

- Application (with your signature).
- 5-Point Specialist Quality Service Plan (with your signature).
- Curriculum Vitae (CV) documenting education, training, and work history with month/year of employment
- Professional references - Please provide a list of 3 references, their contact numbers and their relationship to you.
- Proof of training in Critical Incident Response (training offered by Crisis Care Network, ICISF, NOVA, CMI, Red Cross--*if before 3/2006*, or other group critical incident response training). A training certificate will suffice.
- Copy of your advanced graduate degree or transcript in a Mental Health or related field.
- Copy of current professional license or certification which allows you to practice independently in the state in which you practice (with expiration date).
- Copy of current malpractice insurance coverage (minimum of 1 million/3 million).

I hereby certify with my signature that the foregoing information is true and correct, and I authorize Crisis Care Network, Inc. to contact the educational organizations, licensing agencies, credentialing boards, or other sources for verification of credentials.

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Signature/Title

Date

When we receive your application and credentials, we will review the enclosed information and the following process will occur:

- 1) Your credentials will be reviewed to determine eligibility.
- 2) You will receive a letter in the mail confirming your acceptance into the Crisis Care Network.

Please call Network Relations at 888-736-0911 (ext 837) if you have any questions. Thank you.

**Crisis Care Network Contact Information:**

Telephone: 1-888-736-0911 ext 837

Fax: 1-616-257-3515

Address: 2855 44<sup>th</sup> Street SW, Ste 360  
Grandville, MI 49418

Email: [info@crisiscare.com](mailto:info@crisiscare.com)

Web: [www.crisiscare.com](http://www.crisiscare.com)

**CRISIS CARE NETWORK 5-POINT SPECIALIST QUALITY SERVICE PLAN**

1. In an effort to provide quality service to our customers, each intervention requires a Dress Code, defined as follows:

Business Suit

Men – Matching coat and pants, with coordinated shirt and tie

Women – Matching jacket & skirt or pants with coordinated shirt

Relaxed Professional

Men – Suit pants, shirt and sweater, or

Suit pants, shirt and tie, with or w/o sport coat

Women – Dress skirt or dress pants and shirt

Casual (An exception for which the EAP must ask and define)

2. The intervention is to start on time, which is the scheduled time. CCN's Quality Standards require that the Specialists allow enough time to get to the onsite location, parked, past any security and ready to begin the debriefing at the scheduled time.
3. Our Quality Standards dictate that the Specialists follow Critical Incident Response or other practice standards depending on the response type.
4. It is a CCN Quality Standard that all Specialists use professional communication, which is defined as:
  - Using gender and culturally appropriate language
  - Using no foul or vulgar language of any kind
  - Making no offer to pray with employees at any time. If an employee shares regarding his or her faith, the specialist may suggest they seek out their faith mentors for support.
  - Discussing rates of pay with anyone other than CCN.
5. At all times during the intervention, the Specialist is expected to support Management's goals and the EAP you are representing. (This is particularly true if the Specialist is dispatched to a union shop.) Should the Specialist feel the need to speak about management and/or on behalf of the employees onsite, our Quality Standards require the Specialist to address this concern only to CCN.

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**SIGNATURE**

**DATE**