

Section 4: Post-Conviction Sex Offender Polygraph Examinations and Examiners

III. CERTIFICATION CATEGORIES OF SOMB-CERTIFIED POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINERS

- A. Pursuant to statutory mandate and authority afforded to the SOMB in Section 18-8314, Idaho Code, to be authorized to administer post-conviction sex offender polygraph examinations in accordance with this section, an individual must meet the eligibility criteria and minimum requirements as set forth in this section and must be formally certified by the SOMB to administer such examinations. The two established categories of certification for Post-Conviction Sex Offender Polygraph Examiners are:
- a. Certified-Senior/Approved Post-Conviction Sex Offender Polygraph Examiner.
A ~~certified~~ Senior/Approved Post-Conviction Sex Offender Polygraph Examiner is a professional who is currently authorized by the SOMB to:
 - i. Independently conduct post-conviction sex offender testing (PCSOT) polygraph examinations in accordance with the requirements, standards, and guidelines for such examinations as outlined in this section; and
 - ii. Is authorized to provide direct clinical supervision to individuals certified as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner.
 - b. Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner. An Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner is a professional who is currently authorized by the SOMB to conduct PCSOT polygraph examinations under the supervision of a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner in good standing.
 - c. The SOMB shall provide authorization of the polygraph examiner to conduct PCSOT polygraph examinations based on the minimum educational, experience, specialized training, and other criteria set forth in this section.

- B. Any person currently certified as a Post-Conviction Sex Offender Polygraph Examiner by the SOMB as of the date of the SOMB standards for Senior/Approved and Associate/Supervised level Post-Conviction Sex Offender Polygraph Examiners go into effect, will be granted continued certification by the SOMB upon application. Within 60 days of the standards going into effect, the certificate holder will be required to submit information as to the number of polygraph examinations completed and will be assigned to either the Senior/Approved or Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner certification level.

IV. CENTRAL ROSTER OF CERTIFIED POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINERS

- A. The SOMB shall maintain a complete and current official roster of all certified Senior/Approved Post-Conviction Sex Offender Polygraph Examiners and Associate/Supervised Post-Conviction Sex Offender Polygraph Examiners, to minimally include the:
- a. Name of the polygraph examiner;
 - b. Business name, address, telephone number, and other contact information;
 - b-c. Level of certification as designated by the SOMB; and
 - e-d. Expiration date of the certification period as designated by the SOMB.
- B. The SOMB shall ensure the accuracy and currency of the official roster by updating the roster at a minimum of quarterly or as otherwise necessary and indicating on the official roster the date on which it was updated.
- C. The SOMB shall publish the central roster on the SOMB's website and make the written roster otherwise available upon request.
- D. A certified Post-Conviction Sex Offender Polygraph Examiner as designated by the SOMB has a continuing duty and obligation to maintain eligibility under this section if desiring to remain on the central roster.

- E. The SOMB may remove an individual from the official roster of certified Post-Conviction Sex Offender Polygraph Examiners for reasons as outlined in these guidelines.

V. REPRESENTATIONS AS A CERTIFIED POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINER

- A. A person conducting polygraph examinations pursuant to this section shall clearly and accurately indicate their level and scope of certification as either an SOMB-certified Senior/Approved Post-Conviction Sex Offender Polygraph Examiner or an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner when:
 - a. Making oneself available to accept referrals for PCSOT polygraph examinations;
 - b. Advertising oneself as an SOMB-certified Post-Conviction Sex Offender Polygraph Examiner;
 - c. Communicating with the courts, other professionals, or the public regarding their certification to conduct PCSOT polygraph examinations;
 - d. Providing informed consent to clients and/or their parents or legal guardians at the time of the examination; and
 - e. Identifying oneself as the examiner in any written report or other method of communicating the findings of an examination, including on the signature line of a report.
- B. In accordance with Section 18-8314, Idaho Code, no person shall claim or imply oneself to be an SOMB-certified Post-Conviction Sex Offender Polygraph Examiner pursuant to this section, or use a title or any abbreviation that implies that the person is an SOMB-certified Post-Conviction Sex Offender Polygraph Examiner, unless so certified by the SOMB and currently in good standing on the official roster maintained by the SOMB.

VI. MINIMUM ELIGIBILITY REQUIREMENTS FOR SOMB CERTIFICATION AS A POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINER

- A. A person who conducts a PCSOT polygraph examination in accordance with this section must meet the eligibility criteria and minimum requirements as set forth in this section and be certified by the SOMB as either a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner or an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner.
- B. A person certified by the SOMB to conduct PCSOT polygraph examinations has a continuing duty to notify the SOMB in writing should circumstances result in the ineligibility of the examiner to meet the minimum requirements for the level of certification by the SOMB.
- C. The minimum requirements for certification by the SOMB as a Post-Conviction Sex Offender Polygraph Examiner include criteria, and requirements in the following categories:
- a. Educational requirements;
 - b. Experience requirements;
 - c. Specialized training requirements; and
 - d. Continuing education/ongoing professional development requirements.
- ~~D. Formal Educational Requirements. To be eligible for certification as a certified Post-Conviction Sex Offender Polygraph Examiner a person must have graduated from an American Polygraph Association (APA) accredited polygraph school.;~~
- ~~E. Hold a bachelor's degree from an accredited university or college, generally in a relevant area of study such as criminal justice, sociology, psychology, education, or other related discipline; or~~
- ~~F. High School diploma or its equivalent and at least 4 years of law enforcement investigation experience.~~
- ~~G.D. One year of experience consists of 2000 hours of experience.~~
- ~~H.E. Specialized Training. Have successfully completed a minimum of 40 hours of formal post-conviction sex offender polygraph testing training beyond the basic polygraph training course requirements from an accredited American Polygraph Association (APA) program or school.~~

F. Professional Reference Requirements. A person seeking certification from the SOMB as a Post-Conviction Sex Offender Polygraph Examiner shall provide professional references to the SOMB that attest to the quality and integrity of the examiner's polygraph practices with respect to such examinations.

G. Professional Liability Insurance Requirements. A person seeking certification from the SOMB as a Post-Conviction Sex Offender Polygraph Examiner shall secure and maintain professional liability insurance coverage.

VII. REQUIREMENTS FOR CERTIFICATION AS A SENIOR/APPROVED POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINER

To be eligible for SOMB certification as a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner, a person must:

A. Meet the minimum eligibility requirements in accordance with this section;

B. Has successfully completed a minimum of 100 polygraph examinations, to include 20 PCSOT polygraph examinations. The 20 PCSOT polygraph examinations must have been completed within the three years immediately preceding the application for SOMB certification as a Senior/Approved level Post-Conviction Sex Offender Polygraph Examiner, and include a minimum of 10 sexual history polygraph examinations and 10 maintenance polygraph examinations, under the supervision of an SOMB-certified Senior/Approved level Post-Conviction Sex Offender Polygraph Examiner.

VIII. REQUIREMENTS FOR CERTIFICATION AS AN ASSOCIATE/SUPERVISED POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINER

Certification as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner is limited to a 2 year period, at which time the person must have achieved minimum requirements for certification level upgrade to Senior/Approved Post-Conviction Sex Offender Polygraph Examiner, unless a conditional waiver is granted. To be eligible for SOMB certification as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner, a person must:

- A. Meet the minimum eligibility requirements in accordance with this section.
- B. Supervision is required during the period of time in which a supervisee is conducting polygraph examinations and in accordance with a formal supervision agreement as outlined in this section. For purposes of supervision for an Associate/Supervised Post Conviction Sex Offender Polygraph Examiner certification, “supervision” is generally considered as direct face-to-face contact with an SOMB-certified Senior/Approved level Post-Conviction Sex Offender Polygraph Examiner during the supervisee’s first 5 PCSOT polygraphs and review of PCSOT polygraphs conducted during the remaining period a person is certified as an Associate/Supervised Post-Conviction Polygraph Examiner. Such review shall include chart and report review at a ratio of 1:5 PCSOT polygraphs thereafter until a minimum of 20 PCSOT polygraphs are conducted.
- C. To maximally support any application for SOMB certification as a Post-Conviction Sex Offender Polygraph Examiner, supervisees are required to maintain a cumulative log that includes at minimum:
 - a. The dates of face-to-face supervision; and
 - b. The number and completion dates of supervised polygraph and PCSOT polygraph examinations conducted, all of which can be verified and signed by the supervisor.
- D. The cumulative log may be required by the SOMB as a condition of approval of a formal supervision plan or application for certification; such log may be subject to audit or requested by the SOMB in support of decision making regarding certification or quality assurance processes.
- E. Formal supervision agreement.
 - a. A person seeking certification by the SOMB as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner shall only conduct polygraph and PCSOT polygraph examinations under the supervision of an SOMB-certified Senior/Approved level Post-Conviction Sex Offender Polygraph Examiner and in accordance with the terms of a formal supervision agreement.

- b. The formal supervision agreement shall minimally address the following criteria:
 - i. The name and contact information of the supervisee and the supervisor(s);
 - ii. Location(s) in which services will be conducted; and
 - iii. Effective period of supervision.
 - c. The formal supervision agreement must accompany any initial or renewal application for Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner certification.
- ~~K.F.~~ All polygraph reports conducted by an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner must be reviewed and signed as approved by the supervising polygraph examiner.

VII-IX. CONTINUING EDUCATION/ONGOING PROFESSIONAL DEVELOPMENT REQUIREMENTS

In order to maintain eligibility as a certified Post-Conviction Sex Offender Polygraph Examiner, a person must:

- A. Accumulate a minimum of 40-30 verifiable hours of continuing education in the form of workshops, conferences, or symposia related to the field of polygraphy, over the course of the two-year period subsequent to the initial application and certification by the SOMB.
 - ~~a.~~ Twenty (20) hours of continuing education shall pertain to specialized sex offender polygraph training.
 - ~~b.~~a. Teaching relevant coursework at an accredited university or college, or providing training at a conference or workshop (to be reviewed and approved by the SOMB) can substitute for up to one ~~fourth~~ third (10 hours) of the total of 40-30 continuing education hours requirement for an applicant.

X. CONDITIONAL WAIVER

- A. A conditional waiver request shall only be considered one time each for:

- a. A person not meeting the *continuing education* requirement at the time of Senior/Approved Post-Conviction Sex Offender Polygraph Examiner certification renewal; and
- b. An Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner not meeting the minimum requirements for certification level upgrade to Senior/Approved Post-Conviction Sex Offender Polygraph Examiner.
- B. Conditional waivers are not permitted and will not be considered by the SOMB with respect to the *educational and specialized training* requirements for Post-Conviction Sex Offender Polygraph Examiners as specified in this section.
- C. A person submitting a petition for conditional waiver shall clearly articulate in writing the reasons that the time-limited exception for the requirement should be considered by the SOMB. The request shall be submitted on a specialized renewal application developed by the SOMB for such purpose.
- D. Good Cause. Good cause may include the certificate holder experiencing a period of physical disability, serious illness, hardship or other extenuating circumstances accepted by the SOMB.
- E. The SOMB has sole discretion and final authority for granting or denying any conditional waiver requests, and determining any terms of the waiver if so granted.
- F. Renewal Application for Certification. A person not meeting the *continuing education* requirement set forth in this section when submitting a *renewal* application for certification at the Senior/Approved level may formally petition the SOMB in writing one time for a time-limited conditional waiver and exception.
 - a. A conditional waiver granted at the time of renewal certification shall remain in effect for 2 years, except as provided below.
 - b. At the end of the 2-year conditional waiver term, a person is required to fully meet the continuing education requirements outlined in this section to be eligible for renewal of their certification. Unless good cause is determined to exist, failure to fully meet the requirement may result in remedial action or certification denial as determined by the SOMB.

c. If good cause is found, the conditional waiver may be extended for 1 year.

d. The terms of remedial actions may, at the SOMB's discretion, include a period of supervision.

G. Request to Advance to Senior/Approved Level of Certification. A person not meeting the requirements for advancement to Senior/Approved Post-Conviction Sex Offender Polygraph Examiner level certification within the 2-year time limitation for certification as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner may formally petition the SOMB in writing one time for a time-limited conditional waiver and exception.

a. A conditional waiver granted at the time of renewal certification shall remain in effect for 2 years, except as provided below.

b. At the end of the 2-year conditional waiver term, a person is required to fully meet the requirements for advancement to Senior/Approved Post-Conviction Sex Offender Examiner level status as outlined in this section to be eligible for renewal of their certification. Unless good cause is determined to exist, failure to fully meet the requirement may result in remedial action or certification denial as determined by the SOMB.

c. If good cause is found, the conditional waiver may be extended for 1 year.

d. The terms of remedial actions may, at the SOMB's discretion, include additional requirements for supervision.

e. A person shall submit the request for conditional waiver consideration on a specialized renewal application form developed by the SOMB for such purpose.

VIII.XI. APPLICATION PROCESS

A. Any person seeking certification by the SOMB to conduct post-conviction polygraph examinations in accordance with this section does so voluntarily and shall apply for certification only upon reviewing and understanding the ~~formal~~ educational, specialized training, continuing education, and professional ~~competence and~~ reference criteria for Senior/Approved Post-Conviction Sex

Offender Polygraph Examiners and Associate/Supervised Post-Conviction Sex Offender Polygraph Examiners as set forth in these standards.

- B. By submitting an application for certification to conduct post-conviction sex offender polygraph examinations, the applicant:
- a. Attests that they meet the minimum requirements and qualifications ~~as a certified Post-Conviction Sex Offender Polygraph Examiner;~~ for the category of certification for which they are applying;
 - b. Agrees that the information provided through the application process is truthful and accurate;
 - c. Agrees to participate in any quality assurance or auditing processes as established by the SOMB in support of upholding the goals, objectives, and guiding principles as set forth in these standards; and
 - d. Understands that the SOMB has statutory responsibility and final authority for making all initial and renewal certification decisions – including approval, denial, suspension, revocation or other monitoring of certification.
- C. Application for Initial Certification. A person seeking SOMB certification to conduct post-conviction sex offender polygraph examinations shall submit the following:
- a. A completed application using any forms developed by the SOMB for the purposes of certification;
 - b. Any and all accompanying supporting documentation as indicated on such application form(s) and in accordance with the criteria and requirements set forth in these standards, including, but not limited to:
 - ~~i.~~ Proof of formal education or alternative experience requirement;
 - ~~ii.~~ Proof of successful PCSOT training completion from an APA accredited polygraph school;
 - ~~iii.~~ Proof of professional liability insurance;
 - ~~iv.~~ iii. Three (3) professional references attesting to the quality and integrity of the applicant’s polygraph examination practices, of which:

1. One (1) must be from a peer outside of the person's place of business and who is PCSOT certified;
2. One (1) must be from professional certified by the SOMB as a Post-Conviction Sex Offender Treatment Provider pursuant to this section and who is familiar with the polygraph practices of the applicant; and
3. One (1) must be from an supervision officer/manager from the Idaho Department of Correction who is familiar with the practices of the applicant and who is so authorized to provide such a reference letter.

iv. Any additional information or documentation as deemed necessary by the SOMB to make an appropriate certification decision, including:

1. The supervision agreement for an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner applicant;
2. Copies of 2 redacted PCSOT polygraph examination reports that were conducted by a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner applicant in the previous year.

v. The assurances and release form; and

vi. A non-refundable initial application fee of \$75 payable to the Idaho Sexual Offender Management Board.

D. Application for Renewal of Certification. To be eligible for renewal as a **certified Senior/Approved** Post-Conviction Sex Offender Polygraph Examiner, a person must have conducted a minimum of 20 PCSOT polygraph examinations during the two-year effective period of certification preceding the renewal application.

Additionally, the person shall submit, within 30 days of the expiration of the effective dates of the certification as indicated on the certificate issued by the SOMB:

- a. A completed application using any forms developed by the SOMB for the purposes of certification;

- b. Any and all accompanying supporting documentation as indicated on such application form(s) and in accordance with the criteria and requirements set forth in this chapter, including, but not limited to:
 - i. Proof of professional liability insurance;
 - ii. Proof of fulfillment of continuing education requirements;
 - iii. Copies of 3-2 redacted PCSOT polygraph examination reports that were conducted by the applicant within the previous 2 years;
 - iv. Any additional information or documentation as deemed necessary by the SOMB to make an appropriate certification decision;
 - v. The assurances and release form; and
 - vi. A non-refundable renewal application fee of \$50 payable to the Idaho Sexual Offender Management Board.
- c. Certification renewal shall typically occur during a person's month of birth 2 years following initial certification ~~as Post-Conviction Sex Offender Polygraph Examiner,~~ and every 2 years thereafter.

E. Request for change in level of certification.

- a. Request to advance to a Senior/Approved level of certification. A person currently certified as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner may apply for a change of certification status to a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner within 2 years from the person's month of birth following initial certification, provided that:
 - i. The person meets the established requirements and qualifications for a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner;
 - ii. A completed change in certification level application is received, using proper forms developed by the SOMB for purposes of certification, along with any supporting documentation as indicated on such application form;
 - iii. A letter of attestation and support is received from the SOMB-certified Senior/Approved level Post-Conviction Sex Offender Polygraph

Examiner responsible for supervision of the applicant and as outlined in the formal supervision agreement previously approved by the SOMB; and

iv. A non-refundable renewal application processing fee of \$50 made payable to the Idaho Sexual Offender Management Board has been received. If, however, a completed application for change in certification status is submitted less than 365 days from a person's most recent effective certification date, the processing fees shall be waived for the change in certification level application.

b. A person seeking advancement to Senior/Approved Post-Conviction Sex Offender Polygraph Examiner status who is unable to meet this requirement within the 2-year time limitation as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner may apply for conditional waiver consideration, as outlined in this section.

c. A person who fails to request advancement to Senior/Approved Post-Conviction Sex Offender Polygraph Examiner status or to request a conditional waiver upon completion of the 2-year time limitation shall no longer be certified and shall be removed from the central roster within 30 days of the expiration of such certification.

E-F. Voluntary Request for Placement on Inactive Status.

a. A person certified to conduct post-conviction sex offender polygraph examinations in accordance with this section may, at any time, voluntarily request placement on inactive status by submitting a written request to the SOMB, specifying the reason(s) for the request and indicating the date(s) at which their inactivity is requested to be effective.

i. The SOMB shall respond in writing within 15 business days of receipt of the request to provide confirmation of the request and the person shall be removed from the roster of certified Sex Offender Polygraph Examiners.

- ii. An examiner who has been placed voluntarily on inactive status for less than 365 days may reapply for certification in accordance with the certification *renewal* process as outlined in this section, and any processing fees shall be waived.
- iii. An examiner who has been placed voluntarily on inactive status for 365 days or more may reapply for certification in accordance with the *initial* certification process as outlined in this section and submit the applicable processing fees.

IX.XII. APPLICABLE FEES

Non-refundable fees established by the SOMB for processing certification applications are as follows:

- A. \$75 for each person submitting an application for initial certification as a ~~certified~~ Senior/Approved Post-Conviction Sex Offender Polygraph Examiner and an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner; ~~and~~
- B. \$50 for each person applying for a 2-year renewal of certification as a ~~certified~~ Senior/Approved Post-Conviction Sex Offender Polygraph Examiner; ~~and~~
- ~~B.C.~~ \$50 for each person submitting an application for change in certification level from Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner 365 days or more subsequent to the most recent effective certification date issued by the SOMB.

X.XIII. SOMB DECISIONMAKING PROCESSES FOR CERTIFYING POST-CONVICTION SEX OFFENDER POLYGRAPH EXAMINERS

- A. Certification Committee. The SOMB shall establish/appoint a Certification Committee to oversee the certification of post-conviction sex offender polygraph examiners pursuant to this section. The Certification Committee shall minimally include:
 - a. Two current SOMB members eligible for certification as a Senior/Approved Evaluator or Treatment Provider;

- b. A non-clinical SOMB member;
 - c. An SOMB member of the board's choosing; and
 - d. ~~An SOMB member who is community polygraph examiner eligible for certification as a Senior/Approve Post-Conviction Sex Offender Polygraph Examiner, who is certified by the SOMB or another regulatory body to conduct PCSOT examinations.~~
 - e. No Certification Committee member holding a personal or financial interest in an application before the committee shall participate in the deliberation or voting on approval of the application.
- B. Certification Committee Protocols. The SOMB shall develop forms for use by the Certification Committee for the certification review and decision making processes, or shall authorize the Certification Committee to develop draft forms which will be subject to final approval by the SOMB. The Certification Committee shall utilize these forms for reviewing:
- a. The educational, specialized training, and continuing education qualifications and requirements for certification; and
 - b. The redacted polygraph examinations submitted by the applicant as part of the supporting documentation.
- C. Verification of Completeness of Applications. The SOMB coordinator shall:
- a. Determine, using an established checklist, the completeness of any application submitted for certification;
 - b. Provide written notification to the applicant within 5 business days of the receipt of the application and indicate whether:
 - i. All required items (the application, supporting documentation, and fees) have been received and the application is complete and ready for review by the Certification Committee; and
 - ii. Any required items are absent and needed to complete the application in order to be forwarded to the Certification Committee for review and a deadline for submitting these items.

- c. Provide to the Certification Committee the completed packet of applications to allow committee members time to review the materials prior to the regularly scheduled monthly meeting.
- D. To be considered for review by the Certification Committee in a given month, the completed application and all supporting documentation must be received no less than 30 days prior to the next scheduled meeting date, with such meeting dates published on the SOMB calendar/website.
- E. A Certification Review Form shall be completed for each applicant reviewed on the date of the meeting, noting the decision of the committee.
- F. The Certification Committee shall, subsequent to their review of pending applications, provide the SOMB with the list of applicant names, the nature of the requests for certification, the Certification Committee's recommended decisions to approve, deny or otherwise monitor certification and any reasons for the recommended action. The SOMB shall review this information and vote to accept or oppose any certification decisions recommended by the Certification Committee.
- G. The SOMB shall provide each applicant a written notification, within 15 business days, of the final SOMB decision.
- H. Denial of Certification. If an application is denied, the SOMB shall:
- a. Specify the reasons for the denial of certification for the applicant in accordance with the reasons set forth in these standards;
 - b. Provide written notice of the right to a hearing; and
 - c. Provide recommended remedial steps or actions that can be taken to support further consideration for certification and any deadlines or timeframes in which such remedial action should occur.
 - d. A person who submits, less than 365 days from the submission of the previously denied application for certification, a revised application subsequent to completing any remedial steps as recommended by the SOMB shall not be required to provide another application processing fee.

- I. Forms. The SOMB shall be responsible for developing forms for use by the Certification Committee for the certification review and decision making processes, or shall authorize the Certification Committee to develop draft forms which will be subject to final approval by the SOMB.
- J. The SOMB shall retain a complete file for each applicant seeking initial or renewal certification, including all written correspondence, applications and supporting documentation, and approval/denial decisions.

~~XI~~XIV. CERTIFICATION PERIOD

- A. Certification as a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner shall remain in effect for 2 years provided that the examiner continues to meet the criteria for such certification and such certification has not been suspended, revoked, otherwise restricted or on voluntary inactive status.
- ~~A~~B. Certification as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner shall remain in effect for 2 years provided that the examiner continues to meet the criteria for such certification and such certification has not been suspended or revoked. Certification as an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner is limited to a 2 year period at which time the examiner must request advancement in certification status to a Senior/Approved Post-Conviction Sex Offender Polygraph Examiner, unless extended by conditional waiver.
- ~~B~~C. The SOMB shall issue to each applicant approved for a certificate that:
 - a. Designates the person as either a certified Senior/Approved Post-Conviction Sex Offender Polygraph Examiner or an Associate/Supervised Post-Conviction Sex Offender Polygraph Examiner;
 - b. Indicates the effective period of the person's certification, including the expiration date; and
 - c. Is signed by the Chair and Vice Chair of the SOMB.
- ~~C~~D. The SOMB shall notify in writing each certified Post-Conviction Sex Offender Polygraph Examiner within 60 days of the expiration of the effective term of

certification, the steps necessary to apply for renewal, and the deadline for providing a completed application for renewal. However, the certificate holder is ultimately responsible for timely renewal of certification.

~~D.E.~~ A person whose certification has not been renewed by the expiration date on the certificate issued by the SOMB shall no longer be certified as such and shall be removed from the central roster within 30 days of the expiration of such certification.

~~E.F.~~ Expiration. A person whose certification by the SOMB has expired may reapply at any time for certification as follows:

- a. A person whose certification has been expired for less than 365 days may reapply for certification following the certification *renewal* process as outlined in this section.
- b. A person whose certification by the SOMB has been expired for 365 days or more may reapply for certification by following the *initial* certification process as outlined in this section.