



**INTERNATIONAL SPECIALIST IN MICROBIOLOGY**  
 EDUCATOR EXPERIENCE DOCUMENTATION FORM (Routes 5 & 6)

**PART I (TO BE COMPLETED BY APPLICANT)**

\_\_\_\_\_  
 Applicant's Name

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 Email Address

**PART II (MUST BE COMPLETED AND SIGNED BY IMMEDIATE SUPERVISOR OR EMPLOYER IN ORDER TO BE ACCEPTABLE)**

**SUBJECT: VERIFICATION OF EDUCATOR EXPERIENCE FOR EXAMINATION ELIGIBILITY**

This individual, identified above, has applied for the Board of Certification International Specialist in Microbiology examination. In order to establish this applicant's eligibility for certification, the following information is necessary:

**1. PLEASE COMPLETE: EMPLOYMENT**

Date **teaching** employment **started**: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_  
 Date **teaching** employment **ended**: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_  
 Are you employed full time \_\_\_\_\_ or part time \_\_\_\_\_ as an educator? If part time, how many hours per week? \_\_\_\_\_  
 How many **Microbiology** courses do you teach per **school year**? \_\_\_\_\_

**2. DIRECTIONS:** Please review the teaching experience of this applicant. Please place an **X** by each area in which this applicant has demonstrated teaching proficiency by using **The Guidelines for Evaluating Experience of a Candidate for International Specialist in Microbiology**. (NOTE: Teaching experience is required in **4** of the 6 areas listed below.)

_____ Bacteriology	_____ Mycobacteriology
_____ Molecular Microbiology	_____ Parasitology
_____ Mycology	_____ Virology

**3. BY SIGNING THIS FORM, I AS IMMEDIATE SUPERVISOR OR EMPLOYER VERIFY THAT THIS APPLICANT HAS TAUGHT SATISFACTORILY IN THE MICROBIOLOGY AREAS CHECKED ON THIS FORM.**

\_\_\_\_\_  
 (Please Print) Immediate Supervisor or Employer Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Immediate Supervisor or Employer Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Immediate Supervisor or Employer Email Address

\_\_\_\_\_  
 Institution Telephone Number

\_\_\_\_\_  
 Institution

\_\_\_\_\_  
 Institution Address

**BE SURE TO INCLUDE A LETTER OF AUTHENTICITY FROM YOUR IMMEDIATE SUPERVISOR OR EMPLOYER WITH THIS EDUCATOR EXPERIENCE DOCUMENTATION FORM. THE LETTER OF AUTHENTICITY MUST BE PRINTED ON ORIGINAL LETTERHEAD. IT MUST STATE THAT THE EDUCATOR EXPERIENCE DOCUMENTATION FORM WAS COMPLETED, SIGNED AND DATED BY YOUR IMMEDIATE SUPERVISOR OR EMPLOYER. EDUCATOR EXPERIENCE DOCUMENTATION FORMS RECEIVED WITHOUT LETTERS OF AUTHENTICITY ARE UNACCEPTABLE. PLEASE MAIL OR EMAIL THESE FORMS TO ASCP INTERNATIONAL: [ascpinternational@ascp.org](mailto:ascpinternational@ascp.org)**

## GUIDELINES FOR EVALUATING EXPERIENCE OF A CANDIDATE

### INTERNATIONAL SPECIALIST IN MICROBIOLOGY

To qualify for certification as an International Specialist in Microbiology, the applicant should be proficient in teaching **ALL** of the tests and procedures indicated in **4** of the 6 areas of experience listed below.

AREA OF EXPERIENCE	EXTENT OF EXPERIENCE
<b>BACTERIOLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Microscopic examination of specimens</li> <li>• Media selection</li> <li>• Culture evaluation</li> <li>• Manual, automated, and/or molecular methods for detection and identification of microorganisms</li> <li>• Antibiotic susceptibility testing</li> <li>• Instrument preventive maintenance and troubleshooting</li> <li>• Quality assurance / laboratory safety</li> <li>• Problem solving / troubleshooting</li> </ul>
<b>MOLECULAR MICROBIOLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Prevention of nucleic acid contamination</li> <li>• Nucleic acid extraction methods (manual and automated)*</li> <li>• Manual and/or automated detection and identification methods</li> <li>• Quantitative molecular methods*</li> <li>• Molecular epidemiology*</li> <li>• Instrument preventative maintenance and troubleshooting</li> <li>• Quality assurance / laboratory safety</li> <li>• Problem solving / troubleshooting</li> </ul>
<b>MYCOLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Microscopic examination of specimens</li> <li>• Media selection</li> <li>• Culture evaluation</li> <li>• Manual, automated, and/or molecular methods for detection and identification of microorganisms</li> <li>• Antifungal susceptibility testing*</li> <li>• Instrument preventive maintenance and troubleshooting</li> <li>• Quality assurance / laboratory safety</li> <li>• Problem solving / troubleshooting</li> </ul>
<b>MYCOBACTERIOLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Microscopic examination of specimens</li> <li>• Media selection</li> <li>• Culture evaluation</li> </ul>

	<ul style="list-style-type: none"> <li>• Manual, automated, and/or molecular methods for detection and identification of microorganisms</li> <li>• Antimycobacterial susceptibility testing*</li> <li>• Instrument preventive maintenance and troubleshooting</li> <li>• Quality assurance / laboratory safety</li> <li>• Problem solving / troubleshooting</li> </ul>
<b>PARASITOLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Quality assurance / laboratory safety</li> <li>• Microscopic and macroscopic examination of specimens</li> <li>• Manual, automated, and/or molecular methods for detection and identification of microorganisms</li> <li>• Problem solving / troubleshooting</li> </ul>
<b>VIROLOGY</b>	<ul style="list-style-type: none"> <li>• Specimen evaluation and processing</li> <li>• Quality assurance / laboratory safety</li> <li>• Manual, automated, and/or molecular methods for detection and identification of microorganisms</li> <li>• Quantitative molecular methods*</li> <li>• Problem solving / troubleshooting</li> </ul>

**\*FOR TESTS AND PROCEDURES INDICATED BY AN ASTERISK(\*), PROFICIENCY MAY BE DEMONSTRATED THROUGH PERFORMANCE, OBSERVATION, OR SIMULATION.**