



VESTED[®]
CDA COACH



Maintaining Certified Coach Status



Strategic Design Question: Ongoing Requirements

On-going Requirements?

- Like most certifications, the CDA Coaching Program requires a certain level of continuous education credits. Once someone becomes a Certified Coach they will need to continue to keep their skills up to date.
- The CDA Coaching Program uses a flexible “point” system to make it easy for Certified Coaches to stay involved and focus on things they think are most appropriate for them
- CDA Coaches must earn 10 total points of continuing education credit and/or equivalent leadership as a CDA Coach ***over a one-year period***
- See charts on next two slides

Options and Requirements (High Level Summary)



Category/Purpose	Options for Earning Points	Requirement	
Stay Fresh on New Content	Take new or significantly updated courses and pass associated quiz on key concepts	Required: Must pass w/80%	
	Attend the CDA Conference	Must earn 4 points from these two options	
	Attend Virtual Program Event (4-6 events per year are typically offered)		
Stay Fresh with Skills by Doing	Successfully implement a Certified Deal	Must earn an additional 6 points from any of these remaining options. See next page for points.	
	Successfully implement a Vested Deal		
	Successfully implement a relational contract		
	Lead Role in a Vested related initiative		
	- Use RFPartner process through Award phase (supplier selection)		
	- Facilitated Governance/Standing Neutral		
	- Deal Review/Health Check		
	- Awareness Workshops (any kind)		
	- SBM Workshop		
- CaT			
Leadership Role in the Educating Others	Participate in Ask the Expert Panel	Must earn an additional 6 points from any of these remaining options. See next page for points.	
	Publish an article / Give a presentation at industry event about Vested/relational contracting/SBM, etc.		
	Lead a workshop at CDA Conference / Lead an Ask the Expert session		
	Author/Primary Contributor to a Case Study		
	Actively Mentoring a CDA Coach Candidate		
Thought leadership to support others	Author/Primary Contributor to a White Paper		Must earn an additional 6 points from any of these remaining options. See next page for points.
	Creation of a new Vested tool/resource		

Options and Requirements (Detailed Points)

Category/Purpose	Options for Earning Points	Effort	Impact	Total Points
Stay Fresh on New Content	Mandatory - Take new or significantly updated courses and pass associated quiz on key concepts			
	Attend the CDA Conference	3	3	9
	Attend Virtual Program Event (4-6 events per year are typically offered)	1	1	1 per event
Stay Fresh with Skills by Doing	Successfully implement a Certified Deal	5	5	25
	Successfully implement a Vested Deal	5	4	20
	Successfully implement a relational contract	4	3	12
	Lead Role in a Vested related initiative			
	- Use RFPartner process through Award phase (supplier selection)	4	3	12
	- Facilitated Governance/Standing Neutral	2-3	4	8-12
	- Deal Review/Health Check	3	3	9
	- Awareness Workshops (any kind)	2	2	4
- SBM Workshop	2	2	4	
- CaT	2	2	4	
Leadership Role in the Educating Others	Participate in Ask the Expert Panel	1	2	2
	Publish an article / Give a presentation at industry event about Vested/relational contracting/SBM, etc.	2	3	6
	Lead a workshop at CDA Conference / Lead an Ask the Expert session	2	3	6
	Author/Primary Contributor to a Case Study	3	4	12
	Actively Mentoring a CDA Coach Candidate			
Thought leadership to support others	Author/Primary Contributor to a White Paper	3	4	12
	Creation of a new Vested tool/resource	1-3	5	5-15



Submit Your Work

- To earn your points for continuing education credit and/or equivalent leadership, you must submit proof of your work/participation
- For each activity, please make a separate submission, following the directions on the Materials Tab
- The submission should include (on the first page):
 - Your name
 - The title of the “Option for Earning Points” for which you are submitting (per the table on the previous page)
 - Expected credit (per the table on the previous page)



Example

To get credit for a CaT Assessment

- On the cover page of your deliverable, add
 - Your Name
 - CaT
 - 4 points
- Submit the final deliverable, following the directions on the Materials Tab



Module **Materials**

Upload your proof of participation for review and approval.

- Click "Browse"
- Locate the folder containing your document
- Click on the document to be uploaded
- Click "Upload"

If you need to delete a document, simply click the Circle and load the corrected version

Assignments 0/0 Approved

Upload Assignment (Maximum upload file size: 200M)

Browse No file selected Upload



Staying Certified – Financial Requirement

- There is no additional cost to Stay Certified, but you must maintain your enrollment in the 501 CDA Coach Continuing Education Course
 - This is the annual fee of \$150
- If you withdraw from the 501 CDA Coach Continuing Education Course, you effectively withdraw from the 503 Staying Certified Course, and your CDA Coach Certificate will expire at the end of the year



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