



## Oregon SANE/SAE Certification Extension Request Form



- Applicants must complete their preceptorship requirements within a year of their didactic training. Extension requests must be submitted *no later than 11 months from the date of your didactic training*.
- *If approved*, applicants will receive an additional 6 months, from the time of their initial due date- totaling 18 months from the completion of their didactic training.

<b>Name</b>		<b>Medical Facility</b>	
<b>E-mail</b>		<b>County</b>	
<b>Phone</b>		<b>Date/Location of Didactic Training</b>	

On a separate and attached document, write a statement that addresses the following:

- 1.) **Detailed Explanation:** Identify any/all requirements that you have not been able to complete. Provide a clear and comprehensive explanation of the reason(s) for the extension request and any challenges faced in completing the requirements.
- 2.) **Request for Support:** If applicable, provide an outline of how the Oregon Sexual Assault Task Force can support the applicant during the extension period.
- 3.) **Concrete Plan of Action:** A well-defined plan of action detailing how the applicant intends to complete the outstanding certification requirements within the extended due date (i.e., 18 months from the initial completion of the didactic training).

Email completed form and attached document to SANE Certification Commission (SCC) Liaison, at [sane@oregonsatf.org](mailto:sane@oregonsatf.org)

*Note: All extension requests will be reviewed and determined by the SCC on a case-by-case basis, during regularly scheduled SCC meetings.*