

Pre-Certification Information for Candidates

Congratulations on becoming a declared candidate. Below is information pertaining to your background checks, disclosure form and psychological testing – all of which are mandatory before your candidacy interview with DCOM.

You can find your background check and disclosure form on the candidacy page of our Board of Ordained Ministry webpage, found here: <https://dscumc.org/board-of-ordained-ministry/candidacy/becoming-certified-candidate/>. Please fill out and mail your two forms to:

Rev. Dee Dee Azhikakath
Desert Southwest Annual Conference
1550 E. Meadowbrook
Phoenix, AZ 85014-4040

You also need to complete your psychological testing before DCOM will schedule your candidacy interview. Once you have completed the EM 360, you are ready to begin taking your psychological tests. Please contact Susan at Dr. Dan Blackwood's office to schedule your in-person testing and request your written tests. You can reach his office by calling (602) 230-8325. When you call, please have both your calendar available to schedule potential in-person interview times and the preferred mailing address of your mentor for the written tests.

The written portion of the tests will be mailed to your mentor so that he/she may proctor this portion of the exam. Please block out about ½ a day to complete them. Once the written exams are taken, your mentor will mail in the tests to Dr. Blackwood's office in the self-addressed envelope included in the packet. Upon receiving your tests, Dr. Blackwood will interpret the data and prepare for your in-person examination.

The in-person portion of the tests will take about one hour, and Dr. Blackwood can see you at his Prescott office or in the Phoenix area at a location arranged by the BOOM Registrar. Completing the written and in-person tests are typically the most time-consuming parts of the certified candidacy path. Please start working on this as soon as possible. DCOM will only schedule your meeting after receiving the results from your psychological testing.

The cost of the full psychological exam is \$800. The Board of Ordained Ministry is committed to pay \$250 of this cost and your candidacy supporting church is asked to pay \$250. This leaves you with only the remaining \$300 of the cost to cover. On the day of your appointment, please bring your \$300 portion with you. Make your check out to Neuropsychology Associates, PC. Your church can remit their portion by mailing a check to the conference office with attention to Randy Bowman on the envelope, and your name and the abbreviation "MAS" on the memo line of the check. Your church needs to remit their portion of their payment to the DSC via the conference office before your appointment with Dr. Blackwood. If your church would like to pay by credit card, please have them contact Randy Bowman directly for instructions. Once again, the district committee will need the results of your psychological exam and your exam will need to be paid in full before coming to meet with the DCOM. Please be sure to plan accordingly.

Note: Be sure to budget your time and run your Effective Ministry (EM360) report at least one week before your in-person interview with Dr. Blackwood. The report requires multiple people to complete recommendations for you. This report must be also be forwarded to the DCOM chair before your interview with the board.

If you have any questions, feel free to contact your DCOM chair or Conference Candidacy Coordinator.

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