

# **SPF FIELD EXAMINER CHECKLIST**



## **Step 1 - Complete & submit the following:**

\_\_\_\_\_ SPFA PCP Enrollment Order Form for Supplier Representative and Field Examiner - F-222-134

## **Step 2 - Forms & Documentation - Complete & submit the following:**

\_\_\_\_\_ SPFA PCP Field Examiner Pre-Qualifications Form - F-222-046

\_\_\_\_\_ Include a letter of reference supporting Pre-Qualifications Form

\_\_\_\_\_ SPFA PCP Individual Certification Agreement - F-222-052

\_\_\_\_\_ Complete Field Examiner free online training course – 30-minute webinar

Link: <https://register.gotowebinar.com/recording/620805576227688449>

\_\_\_\_\_ SPFA PCP Field Examiner Verification Form for Exam Prep Course - F-222-132

\_\_\_\_\_ SPFA PCP Field Examiner Availability Form - F-222-044

\_\_\_\_\_ Digital color photo of yourself for certification ID card

## **Step 3 - Examinations - Successfully pass the following:**

\_\_\_\_\_ SPF Field Examiner Written Examination

PLEASE SUBMIT ALL DOCUMENTS TO:

SPFA Professional Certification Program (PCP)  
1600 Boston-Providence Hwy  
Walpole, MA 02081

Fax: 1-866-956-5819 or e-mail: [admin@spfapcp.org](mailto:admin@spfapcp.org)

Questions? Please call: 1-866-222-5000