

Dear [ENTER REHAB MANAGER]

Preterm and other high-risk infants who begin their lives in the neonatal intensive care unit (NICU) have high rates of disability. Evidence of impairments are evident prior to NICU discharge; therefore, early therapy services are initiated in the NICU to make a positive long-term impact. The neonatal therapist provides interventions that are targeted at functional limitations, ensures the infant has developmentally appropriate sensory and motor experiences, educates family and medical staff, and is an integral part of the team.

The American Occupational Therapy Association, the American Physical Therapy Association, and the American Speech Language and Hearing Association all recognize therapy that occurs in the NICU as an advanced area of practice. **Neonatal Therapy Certification ensures that therapists who work in the NICU have met minimum standards set by the Neonatal Therapy Certification Board and endorsed by the National Association of Neonatal Therapists.**

**The American Academy of Pediatrics has established guidelines for level III and IV NICUs and have indicated that at least one occupational or physical therapist and at least one individual who is skilled in evaluation and management of neonatal feeding and swallowing disorders should be on staff.** Many level II NICUs also strive for excellence in care and have expanded specialized therapy services to high-risk infants in the NICU. Neonates, especially premature and medically fragile infants, require specialized intervention. **Ensuring neonatal therapy expertise can only be done through valid standards.** It is incumbent upon hospital management to ensure that their staff are qualified to provide services in the highly specialized and complex environment of the NICU.

Achieving the standards set forth by the Neonatal Therapy Certification Board will not only increase safety and protect patients, but will also promote the integrity of the hospital's services to at-risk infants and their families. In an effort to improve care and ensure I can be recognized as meeting minimum standards for providing therapy in the NICU, **I request reimbursement of fees related to becoming a Certified Neonatal Therapist.** I have achieved a minimum of 3500 hours of direct practice in the NICU, have taken a minimum of 40 hours of education related to the NICU, have received 40 hours of mentored experiences and achieved a passing score on the Neonatal Therapy Certification Exam. This has given me the distinction of Certified Neonatal Therapist, which is valid for a period of 5 years. Being a Certified Neonatal Therapist is described to families and other members of the medical team and exhibited after my signature on medical documentation. This distinction can also be recognized during hospital audits, including those conducted by the Joint Commission: Accreditation, Health Care Certification. **Receipts for certification fees paid are attached and requested for reimbursement.**

Sincerely,  
[ENTER NAME]