


Re-certification participants -information and application-

ICW/TÜV 2025

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1. Responsibility and objective

The renewal of your certificate is bound to the criteria that were made known to you as a certificate holder with the acquisition of the degree and can be viewed at any time through publications such as these. It is your responsibility to fulfil these criteria!

Since 2008, the joint certification body of ICW and PersCert TÜV has limited the certificates to five years. This is to ensure that the knowledge is kept up to date and that the seminar completion is professionally qualified. The following information applies to the degrees: Woundexpert ICW®, Physician Woundexpert ICW®, Woundtherapist ICW® and Woundcare specialist ICW®.

Graduates with degrees **before 2008** have unlimited certificates. If you wish, you can still convert your certificate into a temporary and therefore current one by fulfilling the same requirements for re-certification as described below. In any case, we recommend that you take part in regular further training courses to keep your knowledge up to date.

2. What are the requirements for re-certification?

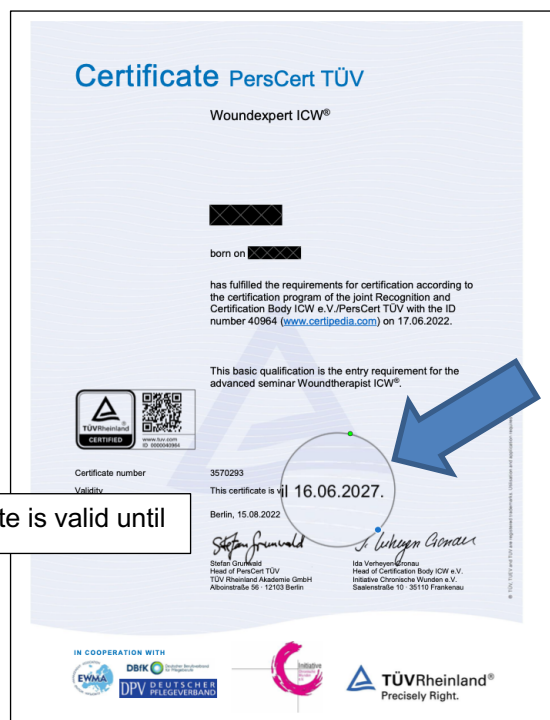
All graduates must provide proof of **at least 8 ICW advanced training points per year of validity** (12 months from the date of validity), and thus **40 points in five years**. The ICW/TÜV Certification Body determines how many continuing education points are awarded for an event when it reviews and approves the event.

3. When do the points have to be earned? When does the period start?

The five "years" count from the **date of validity** indicated on the certificate. The points must already be earned in the first 12 months.

Example:

The validity year always runs from March of the current year to June of the following year. The 8 points are provided in this period. A total of 5 x 8 points (= 40 points) must be proven by June 2027. The new certificate will be issued again with this month (June) when recertified.



The certificate is valid until

4. How can recognised ICW recertification events be recognised?

ICW recertification trainings may only be conducted by education providers recognised by the ICW. These can be identified by the ICW provider logo (ICW logo with integrated provider number). An event at which you receive ICW points can also be recognised by the registration number (R-number, e.g. 2023-R-00), which ICW-approved and registered events receive. Only such trainings may display ICW recertification points. Proof of points is provided by the certificate of attendance received by name.

The annual EWMA conference is automatically awarded 3 points per day. Other international conferences organised by professional associations on request. For re-certification, the certificate of attendance specifying the name of the participant must be submitted.

5. How can the advanced training points be earned?

You have the following options for earning the 40 points within the five-year validity period:

Type of points to be provided	Minimum requirement points	Maximum number of points that can be recognised
Attendance training	24	no restriction
Work shadowing/clinical practice	none	8
Lecturing	none	8
E-learning (web-seminars or online-course)	none	16

Attendance advanced trainings

Of the 40 training points awarded in five years, **at least 24 points must be proven by attendance.**

E-learning

As an alternative to attendance trainings, you can earn a **maximum of 16 points** within the five-year period through advanced trainings by e-learning. These include web seminars (web-based live seminar) and online courses (learning modules that can be worked on independently of time). However, the same course may not be taken twice.

Work shadowing/clinical practice

Work shadowing/clinical practice in an institution certified approved by the certification body can be credited with a maximum of **8 points** per five years (one 60-minutes unit = one point). This corresponds to one working day or two half working days. A further division of the practice hours is not permitted (see proof of work shadowing). Please enclose a scan/PDF/copy of the certification of the institution you have visited with your re-certification application. Institutions without a comparable wound-specific certification for the Wundsiegel (Wound Seal) will not be recognised for re-certification points!

Lecturing activity

Specific lecturing activity can be credited with a **maximum of 8 points** per five years. Only lectures at **registered recertification events ICW/TÜV** can be considered for this purpose. One point is awarded per 45-minute lecture. The time of the presentation will be confirmed to the speaker by the provider. If the speaker subsequently attends the entire seminar, he/she will receive a certificate of attendance confirming the additional attendance.

6. Which possibilities exist for extending the deadline?

☞ It is exclusively about the regulations for the extension of the time limit for earning points.
The validity of the certificate cannot be extended.

6.1. Transfer of points within the five years of validity

You have the option to transfer a total of 8 points, which can be flexibly allocated, to another year. You do not have to give any reasons for this.

6.2. Attested illness

Attested illness leads to a possible extension of the deadline by the period of the illness, namely **in the year of illness**. Maternity protection is also assessed. The deadline extension will not be carried over to subsequent years; the validity period and the required 40 total points remain unchanged.

Example: Period of illness = 8 weeks. For the year, 8 points must be acquired by 3/2025. Extension for the acquisition of points 5/2025. Points acquired in the following year again until 3/2024. The only exception is a period of illness that occurs at the end of the certificate period. However, the total period allowed for making up the points deficit is still limited to a maximum of 12 months.

Parental leave or a ban on employment cannot be used to extend the deadline.

6.3. Special regulations

Extraordinary cases which do not allow a timely provision must be applied for at the certification body. An individual decision will be made there. In principle, bottlenecks in official matters cannot be taken into account.

7. How are re-certification training courses documented?

Each course must be documented with a certificate of attendance issued by the educational institution. Make sure that the certificate includes the details of the location, date, subject of the event, re-certification points with the registration number according to ICW/TÜV. Should a certificate have been issued by the applicant himself and thus illegally, the entitlement to a new certificate expires.

8. When do you apply for recertification?

You submit your certificates to TÜV at the **earliest three months before and at the latest three months after the expiry of the five years** (see below for contact).

9. What costs will be incurred?

You can find the current fees at the following link: https://t1p.de/Fees_participants_2025

10. What is the procedure if there is more than one qualification?

Example: In addition to the Woundexpert ICW[®], you have also completed the Woundtherapist ICW[®] and the Woundcare specialist ICW[®].

Nevertheless, only **8 points per year must be earned**. Re-certification always applies to the higher of the two degrees (Woundtherapist ICW[®] or Woundcare specialist ICW[®]) This includes the previous one (Woundexpert ICW[®]). At present, no separately identified further training courses need to be attended and no double points need to be earned.

If you still wish to have the Woundexpert ICW[®] certificate re-issued, the following applies: You submit your certificate copies at the expiry of the highest-level qualification together with the evidence of the 8 points per year of validity. You tick this accordingly on the application. A processing fee (€10.00 plus VAT as of 1/2024) will be charged for the issue of the additional certificate.

11. Application instructions

You can apply for re-certification in different ways: As an individual for yourself, by email or via the online portal at TÜV (only available in German) or via the training provider where you completed the training (if they offer this service).

11.1 Application via email


- ☞ Complete the **application form** in the appendix.
- ☞ Fill out the **list of completed training courses** on page 8 with the recertification training events that you have completed during the past five years
- ☞ Attach all **proofs of completed trainings** in the form of certificates of attendance as scan files/pdfs for the training events you have included on the list courses.
- ☞ Please enclose a **copy of the certificate**. You will receive a new certificate with a new validity period.
- ☞ Send the completed application to: perscert-icw@de.tuv.com

11.2 Via the training provider

If the training provider with whom you have completed the training offers this service.

- ☞ Present the completed application to the training provider.

12. Appendix

-  **German manual for the online portal**
- **Proof of work shadowing for re-certification**
- **List of advanced trainings**

Anleitung zum Antrag über das Online-Portal

Informationen zur Vorbereitung

Bitte nutzen Sie einen stabilen Internetzugang über einen PC/Laptop nicht über das Mobiltelefon/Tablet.

Willkommen bei Ihrer ICW Rezertifizierung. Bevor Sie den Rezertifizierungs-Prozess online starten, halten Sie bitte folgende Unterlagen – gescannt / maximal 5 MB - bereit:

- Ihr aktuelles / ablaufendes Zertifikat (.pdf, .jpeg, oder .png)
- Sämtliche Nachweise Ihrer Fortbildungen (.pdf)
- Falls zutreffend: Nachweis zur Namensänderung z.B. Eheurkunde (.pdf, .jpeg, oder .png)
- Falls zutreffend: Bescheinigungen zur Fristverlängerung der Punktesammlung z. B.: Arbeitsunfähigkeitsbescheinigung (.pdf, .jpeg, oder .png)
- Liegen alle Unterlagen bereit, gehen Sie wie folgt vor, um Ihre Rezertifizierung zu beantragen:

Schritt 1 Selbstregistrierung

Durch Betätigen des für Ihren Abschluss entsprechenden Links gelangen Sie zur Selbstregistrierung auf die TÜV Rheinland Prüfungsplattform:

[Anmeldung Rezertifizierung Wundexperte ICW](#)

[Anmeldung Rezertifizierung Fachtherapeut ICW](#)

[Anmeldung Rezertifizierung Pflgeotherapeut ICW](#)

[Anmeldung Rezertifizierung Ärztlicher Wundexperte ICW](#)

Hier erstellen Sie Ihr Benutzerkonto.

- **Benutzername:** Bitte verwenden Sie unbedingt Ihre E-Mail-Adresse als Benutzernamen. Andere Namen führen zu Fehlermeldungen!
- **Anrede:** (z.B. Frau, Herr)
- **Geburtsdatum:** Geben Sie Ihr Geburtsdatum ein mit Tag-Monat-Jahr ein.
- **Details:** Geben Sie hier Ihren Geburtsort so ein, wie in Ihrem Ausweis/Pass dargestellt ein.
- **Bestätigen** Sie Ihre Eingaben, indem Sie das Feld „Neues Benutzerkonto erstellen“ drücken.

Sie erhalten nun eine E-Mail auf das von Ihnen hinterlegte E-Mail-Konto. Bitte öffnen Sie diese E-Mail und bestätigen Ihre E-Mail-Adresse per Klick auf den Link und klicken dann auf ‚Anmelden‘.

Bedenken Sie, dass Sie sich nur einmalig unter diesem Link einwählen können und dieser nach 24 Stunden seine Gültigkeit verliert.

Sie sind nun eingeloggt und müssen Ihre Daten vervollständigen:

- **Passwort & Passwort bestätigen:** Vergeben Sie nun ein frei gewähltes Passwort. Der Balken zeigt Ihnen die Sicherheit des gewählten Passworts an. Dieses müssen Sie zweimal eingeben, um mögliche Schreibfehler zu vermeiden.
- Überprüfen Sie, ob die weiteren Einstellungen korrekt sind (Sprache, Region).
- Sind alle Daten korrekt, bestätigen Sie mit ‚Speichern‘.
- Sie erhalten eine Bestätigung, dass alle Änderungen gespeichert wurden.


Ihre Selbstregistrierung ist nun erfolgreich abgeschlossen.

Schritt 2 Antrag ausfüllen und abgeben

Loggen Sie sich unter dem entsprechenden Abschluss-Link ein. Den dortigen Hinweisen entsprechend schreiben Sie sich in der betreffenden Gruppe ein und klicken in der linken Spalte unter „Antrag ausfüllen“ auf Ihren Abschluss. Wir empfehlen Ihnen, den Rezertifizierungsantrag in einem Schritt vollständig zu bearbeiten und abzusenden. Sie haben jedoch die Möglichkeit einer Unterbrechung für maximal zwei Monate. Danach wird Ihr Antrag automatisch gelöscht. Das Zertifikat und die Rechnung gehen Ihnen gesondert zu.

Proof of work shadowing/clinical practice for re-certification

Graduates wound seminars ICW/TÜV certification

 Possible once within the five-year validity period

1. Data of work shadowing/clinical practice institution:

Name of the institution:			
Address:			
Country:			
Phone:		E-mail:	
<input type="checkbox"/>	Inpatient care facility	<input type="checkbox"/>	Hospital
<input type="checkbox"/>	Outpatient wound clinic	<input type="checkbox"/>	Wound centre
<input type="checkbox"/>	ICW e.V. Wundsiegel® (Wound Seal) since:		
<input type="checkbox"/>	Comparable specific certification in wound management:		

2. Confirmation

We confirm <input type="checkbox"/> Mrs <input type="checkbox"/> Mister <input type="checkbox"/> X-Gender			
Surname:			
First name:			
Postal address:			
Country:			
has completed a work shadowing/clinical practice in our institution.			
Focus of content of the work shadowing:			
Time of the hospitation		Number of hours:	Stamp of the institution
Date:			
Time of the hospitation		Number of hours:	
Date:			
Place:		Surname:	
		First name:	
Date:		Signature:	

Application re-certification for graduates

Herewith, I order the re-certification at the price listed below as:

<input type="checkbox"/> Woundexpert ICW® Certificate issued on: _____ Certificate number : _____		<input type="checkbox"/> Woundtherapist ICW® Certificate issued on: _____ Certificate number: _____	
<input type="checkbox"/> Physician Woundexpert ICW® Certificate issued on: _____ Certificate number: _____			
<input type="checkbox"/> Mrs <input type="checkbox"/> Mr <input type="checkbox"/> X-Gender		Surname:	
Academic degree if applicable		First name:	
Date of birth:			
Postal address:			
		Country:	
E-mail:		Phone:	
Advanced training points <input type="checkbox"/> Training activities of eight points/year were completed as required. <input type="checkbox"/> I was unable to meet the deadlines for earning points due to illness. The necessary medical certificate is enclosed. <input type="checkbox"/> I accept the schedule of fees, see https://t1p.de/Fees_participants_2025			
I authorise the certification body PersCert TÜV to save/use my personal data for the execution/ maintenance of the certification. The same applies to the verification of the certification towards third parties who have a legitimate interest. I understand that the fees listed must also be paid in the event of a refusal. PersCert TÜV assures the applicant that personal data will be handled according to the DGSVO (German data protection regulation).			

Place, Date

Signature of the applicant

List of advanced trainings
for the application of re-certification for graduates

Date of event	Re-certification points according certification body	Registered number according certification body	Type of event a) Attendance advanced training b) E-learning c) Work shadowing/clinical practice at a certified institution d) Points earned by lecturing activity at a registered re-certification seminar	Copy of proof enclosed
Example: 01.01.2023	6	2023-R-000	a) Wound Congress Sample City	<input checked="" type="checkbox"/> yes
				<input type="checkbox"/> yes
				<input type="checkbox"/> yes
				<input type="checkbox"/> yes
				<input type="checkbox"/> yes
				<input type="checkbox"/> yes
				<input type="checkbox"/> yes
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				<input type="checkbox"/> yes
				<input type="checkbox"/> yes

Contacts

Application re-certification:

TÜV Rheinland Akademie
PersCert TÜV
Alboinstraße 56
12103 Berlin
Phone: +49 (0) 30 75 62 36 16
perscert-icw@de.tuv.com

Content questions:

Anerkennungs- und Zertifizierungsstelle
ICW e.V./PersCert TÜV
Office
Saalenstraße 10
35110 Frankenau
Phone: +49 (0) 64 55 91 89 967
www.icwunden.de
zert.koch@icwunden.de