



FACT SHEET

The Commission for Certification of Healthcare CPD Professionals (CCHCP, formerly NC-CME) is an independent, nonprofit organization that has developed the first credentialing program designed exclusively for individuals employed in the broad field of continuing education in the healthcare professions (Healthcare CPD). Since its inception in 2008, more than 425 persons have been certified and designated as Certified Healthcare CPD Professional (CHCP™, formerly CCMEP™). In 2011 more than 94% of the early adopters chose to renew their 3-year certificates, a clear indication that the credential has retained its value over time.

Schroeder Measurement Technologies, an independent test development company, assisted CCHCP volunteers in conducting an initial job analysis and in facilitating the item writing and validation of the ground-breaking certification exam. The third, updated exam form was beta tested and released in 2011. Each form of the certification exam comprises more than 150 test items that have been validated psychometrically to determine minimum competency in five domains of knowledge, skills, and abilities that define the Healthcare CPD profession. A 45-item practice exam that is representative of topics described in the content outline is now available online, 24/7. Hundreds of volunteers have helped write, peer-review, and validate the CHCP exams.

The CCHCP certification program is designed to benefit the public by offering a way to verify the knowledge and skills of Healthcare CPD staff. The program allows employers to monitor and document their ability to be compliant with national guidelines developed by groups such as the Accreditation Council for CME (ACCME), Accreditation Council for Pharmacy Education (ACPE), the American Nurses Credentialing Center, (ANCC), the Food and Drug Administration (FDA), and the Health and Human Services Office of the Inspector General (HHS OIG).

Successful test takers must achieve a minimum scaled passing score of 600, where the overall range of scores is 200 to 1000. In certification exams of this type, the primary goal is pass/fail discrimination. The CHCP credential is awarded to candidates who document an acceptable level of education and experience in the Healthcare CPD field and achieve the minimum passing score on the examination. Test items capture a generalist view of the profession and assess what Healthcare CPD professionals need to know in order to reflect exemplary standards in their work.

Newly designated CHCPs receive certificates and cloisonné lapel pins and are acknowledged at national meetings in special celebrations. Volunteers who have participated in CCHCP activities and donors who have provided charitable contributions to the CHCP program are also acknowledged at these celebrations. The CCHCP exhibit booth is staffed by CHCPs who distribute information and answer questions about the CHCP program, its goals and its network of volunteers.

The certification examination is a computerized secure test available at more than 200 testing centers throughout the US and Canada during quarterly testing periods: March 13-30, June 13-30, September 13-30, and December 1-31. Registration cut-off dates are the last day of the month preceding each testing period. Candidates may register online 24/7 for future testing periods. Names of individuals who successfully pass the exam and retain their certification are posted in the National Registry of Certified Healthcare CPD Professionals on the CCHCP website.

When the initial 3-year certificate expires, CCHCPs can extend their certification for an additional 2 year period by documenting their continuing professional development (CPD) activities and applying for an Extension of Certification. A CPD Tracker is available to assist participants in keeping track of their personal CPD. Five years after Initial Certification, CHCPs who wish to achieve Recertification will have the option of sitting for the current version of the exam or submitting a Portfolio documenting their continuous professional development.

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CCHCP is an independent, non-profit, tax-exempt organization created in 2006 by group of volunteers committed to serving the public by creating a standard of excellence for persons who create, deliver, market, and/or support Healthcare CPD programs. CCHCP is incorporated in New Mexico and operates under Section 501(c) (3) of the Internal Revenue Code of the United States. For further information go to <http://cchcp.org>; send an email to info@NC-CME.org; or write to CCHCP, Inc.; 2522 69th St.; Lubbock, TX 79413.

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