

# Certified in Healthcare Compliance Examination (CHC Exam) Summary

## Eligibility

Students who complete the Mitchell Hamline School of Law Health Care Compliance Certificate program (a CCB-accredited institution) are exempt from the work experience requirement and qualify for the certification exam upon completion of the accredited program.

## Why should I take the exam?

The rigorous standards and professional conduct required by certification will enhance your credibility as a compliance practitioner and that of the programs you develop, implement and maintain. Certification will:

- Enhance the credibility of the compliance practitioner.
- Enhance the credibility of the compliance programs staffed by these certified professionals.
- Assure that each certified compliance practitioner has the broad knowledge base necessary to perform the compliance function.
- Establish professional standards and status for compliance professionals.
- Facilitate compliance work for compliance practitioners in dealing with other professionals in the industry, such as physicians and attorneys.
- Demonstrate the hard work and dedication necessary to perform the compliance task

## What is on the exam?

Standards, policies, and procedures

- Compliance program administration
- Screening and evaluation of employees, physicians, vendors and other agents
- Communication, education and training on compliance issues
- Monitoring, auditing, and internal reporting systems

Detailed information about what is on the exam can be found in the *CHC Candidate Handbook*.

A practice exam can also be found at [www.compliancecertification.org](http://www.compliancecertification.org).

Our alumni recommend watching the OIG Provider Training videos at [oig.hhs.gov/compliance/provider-compliance-training/](http://oig.hhs.gov/compliance/provider-compliance-training/).

## How do I apply to take the exam?

You must complete and mail in the Examination Application (found in the *CHC Candidate Handbook*) with your exam fee if you wish to take the computer exam at an AMP location (H&R Block). A confirmation notice of eligibility should be sent to you within two weeks. Written exams will be scheduled throughout the year at various HCCA events.

### *How much is the exam fee?*

Member of HCCA..... \$250; Nonmember..... \$350; Rescheduling Fee.... \$50

### *When can I take the exam?*

You must take the exam within one year after completing your Mitchell Hamline Health Care Compliance Certificate. You can schedule an appointment Monday through Saturday at 9:00am and 1:30pm. Two hours are allotted to complete the exam.

### *Where do I take the exam?*

You can take the exam via computer at more than 170 AMP locations throughout the United States or at various HCCA events. Testing centers in Minnesota are located in Blaine, Rochester, and Duluth.

## Certification Results and Maintenance

Results for computer-based exams are immediate. If you take a paper exam you will receive your results within 4-6 weeks. Certification is valid for two years. In order to renew your Certification you must have documented 40 CCB CEU's and submit a renewal fee (\$100 for HCCA members or \$200 for non-members), or take the exam again.

*\*Please review the CHC Candidate handbook for the most up-to-date information. It can be found at [www.compliancecertification.org](http://www.compliancecertification.org).  
mitchellhamline.edu*