

ACHE Quick Reference Guide - Change in Continuing Education Requirements for Advancement and Recertification

Jan. 1, 2012:

The ACHE Board of Governors approved changes to the terminology used to describe ACHE continuing education credit formerly termed “Category I (ACHE education) credit” and “Category II (non-ACHE) education credit.” The following language will be used to describe the required credits:

- **“Healthcare Management Continuing Education credit”**—the credit in total that is required for Fellow advancement and recertification.
- **“ACHE Face-to-Face Education credit”**—credit that is earned through ACHE-approved chapter panel discussions and programs offered by the national organization.
- **“ACHE Qualified Education credit”**—credit that is earned through programs offered by ACHE, chapters or other qualified sources, whether the programming is face-to-face or distance offerings (webinars, online seminars, self-study courses, etc.).

Affiliates wishing to advance or recertify may complete the required credits through ACHE Face-to-Face Education credits or a combination of ACHE Face-to-Face Education credits and ACHE Qualified Education credits.

The credentialing program changes approved by the ACHE Board of Governors in November 2010 are being phased in over the next two years. The continuing education credit requirements for 2012 and 2013 as well as the requirements for 2014 and beyond are highlighted in the chart below.

Note: beginning Jan. 1, 2012, distance learning—whether offered by ACHE chapters, ACHE or other qualified sources—will earn ACHE Qualified Education credit. All unexpired Category I credits will be unaffected. Candidates are able to apply all unexpired Category I credits as ACHE Face-to-Face Education credits, even if those courses were distance learning. (ACHE self-study courses must have been purchased and completed by Dec. 31, 2011, to receive Category I credit.) To verify your credits please visit my.ache.org.

New Fellow Applications	
Advancement year	Education Requirements
New Fellow application submitted between Jan. 1, 2012 and Dec. 31, 2013	40 hours of Healthcare Management Continuing Education credits over the previous <u>five</u> years; 12 hours must be ACHE Face-to-Face Education credits; balance may be ACHE Qualified Education credits
New Fellow application submitted after Jan. 1, 2014	36 hours of Healthcare Management Continuing Education credits over previous <u>three</u> years; 12 hours must be ACHE Face-to-Face Education credits; balance may be ACHE Qualified Education credits

Fellow Recertification Applications	
Recertification year	Education Requirements
Fellow Recertification application submitted between Jan. 1, 2012 and Dec. 31, 2013	24 hours of Healthcare Management Continuing Education credits over the previous <u>three</u> years; 12 hours must be ACHE Face-to-Face Education credit; balance may be ACHE Qualified Education credits
Fellow Recertification application submitted after Jan. 1, 2014	36 hours of Healthcare Management Continuing Education credits over the previous <u>three</u> years; 12 hours must be ACHE Face-to-Face Education credit; balance may be ACHE Qualified Education credits

Note: this chart only documents the continuing education requirements. Additional requirements for advancement to Fellow and Fellow recertification can be viewed in the Credentialing area of ache.org.