



### CE Recertification Application for Non-ABQAURP Sponsored Programs

To recertify, Diplomates may utilize CE credits earned from non-ABQAURP programs, as relevant to the field of health care quality management and patient safety.

To use other credits:

- Complete application form below.
- Pay administrative processing fee of \$150. (Application cannot be processed without payment.)
- Submit anytime during the 2-year Recertification cycle.

Diplomates are encouraged to recertify the first year of their recertification period. Hours submitted must have been completed anytime during the Diplomat's 2-year Recertification cycle (no later than December 31 of the second year). All fees are non-refundable. It is not necessary to track the CE credits received from ABQAURP.

Please type or print Member ID# \_\_\_\_\_ Recertification period: January 1, \_\_\_\_\_ – December 31, \_\_\_\_\_

Name: \_\_\_\_\_ Company Name / Job Title: \_\_\_\_\_

Company Address: \_\_\_\_\_ Work Telephone: ( ) \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Summarize each CE activity completed. Non-ABQAURP programs must be relevant to the content areas of the HCQM certification exam including: Transitions of Care; Quality Assurance/Management; Utilization Review; Insurance & Managed Care; Workers' Compensation; Clinical Resource Management; Credentialing & Privileging; Risk Management; Prevention of Medical Errors; Case Management and Regulatory Environment.

Date	Program Title	Accredited Provider	Location	Credits Awarded
<b>Total Credits Submitted</b>				

I hereby affirm that I participated in the CE program(s) summarized about for the actual number of credit hours stated. I understand that I may only receive Recertification credit for courses that ABQAURP deems appropriate (relevant to the field of HCQM). Please maintain records of course title, sponsor, CE hours, program objectives; satisfactory proof of attendance shall be submitted if requested for audit purposes.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payment \$ 150.00 \_\_\_\_\_ Check /MO # \_\_\_\_\_ Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

VISA     MC     AMEX     Discover    Security Code \_\_\_\_\_

**Please send payment together with completed application to the address or fax number below.**

For ABQAURP Use Only: Total Hours Accepted: \_\_\_\_\_ Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

Effective 1/1/2014



## Recertification Policy

To uphold ABQAURP's professional standards and maintain active status, Diplomates must meet all Recertification requirements as determined by the Board of Directors. Under this policy, Diplomates are required to continue their professional education in the field of Health Care Quality Management (HCQM) and Patient Safety through participation in an approved program for continuing education. It is essential for each Diplomate to complete a minimum of 8 CME / 8 CE credit hours of applicable continuing education per 2-year Recertification cycle. Additionally, through the continued support by means of annual fees, Diplomates help support the research and development of educational programs and to maintain the integrity of the certification examination.

### Recertification Guidelines

The Recertification cycle is 2 years, with the member's initial Recertification cycle beginning on January 1, after passing the exam, and ending on 12/31 of the second year.

- Each member is required to complete a minimum of 8 CME / 8 CE credit hours of HCQM applicable continuing education per 2-year Recertification cycle.
- Each member is required to remain current with all account balances.

ABQAURP automatically reviews all Diplomate member records to determine if the requirements have been fulfilled. As members accumulate hours of continuing education, ABQAURP updates the Recertification period for 2 years if all requirements are met.

Since the continuing education requirement is intended to keep members current with emerging trends and technologies, excess hours cannot be applied to the next Recertification cycle. An updated Diplomate certificate will be sent automatically to the renewing members within 8 weeks of fulfilling the Recertification requirements.

**Option 1:** Completion of a minimum of 8 CME / 8 CE credit hours of ABQAURP -sponsored continuing education through any combination of the following options:

- Attendance at any ABQAURP accredited CE Conference.
- Completion of any ABQAURP accredited CE Home Study or Online Course(s).
- Attendance at any ABQAURP accredited jointly sponsored program of 8 CME / 8 CE or more credit hours.
- Development of an approved CE course or seminar for ABQAURP. The member will be awarded 8 credits toward the Recertification requirement. Please contact Renee Willoughby by email at [rwillog@abqaurp.org](mailto:rwillog@abqaurp.org) to learn more.

**Option 2:** Completion of a minimum of 8 CME / 8 CE credit hours of HCQM-focused content through non-ABQAURP sponsored CE programs. A CE Recertification Application must be submitted with the applicable fee.

**Option 3:** Re-examination for Diplomate members.

### Termination of Active Status

Active status may be terminated by the Board of Directors for the following reasons:

1. Revocation of professional license; or
2. Failure to fulfill the continuing education requirement as determined by the Board of Directors; or
3. Falsification of application, felony offenses or other adverse professional action detrimental to the organization as defined by the Board of Directors; or
4. Failure to pay all dues and fees owed to ABQAURP.

Approved by the Board of Directors February 11, 2003