

CERTIFICATION PROGRAMS

HFMA

BECOME CERTIFIED

Validate your skills
and knowledge.

Enhance your credibility
in the industry.

Support your professional
development.

Demonstrate a high level
of commitment to the field.



hfma™

healthcare financial management association

RECOMMENDED

PREPARATION MATERIALS

CHFP STUDY MATERIALS

CHFP study materials are available online. The materials provide a cross functional, integrated presentation of needed practice knowledge and technical skills for mid-level healthcare finance managers. The cost for study materials is \$195. CHFP study materials are recommended but not required.

ORDER YOUR STUDY MATERIALS TODAY. VISIT WWW.HFMA.ORG/CHFP.

COMPLIMENTARY CHFP PRACTICE EXAM

The complimentary online CHFP practice exam is a 50-question exam testing your knowledge across the six key content areas...a great way to prepare. Anyone can access the online practice at any time.

SIGN UP FOR YOUR PRACTICE EXAM NOW. VISIT WWW.HFMA.ORG/CHFP.

OTHER WAYS TO PREPARE

- Join or start a study group
- Contact your local chapter for certification resources
- Incorporate CHFP as part of your professional development plan

ENHANCE YOUR SKILLS

THROUGH NON-CREDENTIALLED
ADVANCED TECHNICAL STUDY
CERTIFICATE PROGRAMS

HFMA is now offering another opportunity for healthcare finance managers to expand their skills and knowledge—HFMA Advanced Technical Study Certificate programs. While these programs are not certification programs like the CHFP or FHFMA, they can help you prepare for them. These Advanced Technical Study Certificate programs are online educational programs that award a certificate after completing a program (*see below*). These programs can be purchased by both members and nonmembers and they are geared toward obtaining specific skills or knowledge. The Advanced Technical Study Certificate programs do not award a credential.

HFMA'S ADVANCED TECHNICAL STUDY CERTIFICATE PROGRAMS ARE OFFERED IN THE FOLLOWING AREAS AND ARE \$295 EACH:

- Mastering Accounting and Finance
- Mastering Patient Financial Services
- Mastering Managed Care

LEARN MORE ABOUT THE ADVANCED TECHNICAL STUDY CERTIFICATE PROGRAMS. VISIT WWW.HFMA.ORG/CERTIFICATION.

WHAT
CERTIFICATION
DOES FOR YOU

Becoming certified distinguishes you as a leader and role model in the healthcare finance community. It reflects a deep personal commitment and sense of accountability that inspires credibility and confidence in your professional knowledge as well as shows your dedication to high standards in the industry.

"I've been in healthcare for more than 20 years and have found, through my path to CHFP certification, that preparing for the exam allowed me to brush up on my knowledge and ensure that I'm well-informed about recent developments in my field—specifically those things my job doesn't touch on a daily basis."

MICHELLE CARROTHERS, MBA, CPA, DIRECTOR OF DEBT
MANAGEMENT AND REVENUE CYCLE, OSF HEALTHCARE SYSTEM

"As we face many new and exciting challenges in healthcare, I need my colleagues and clients to know that they can trust my knowledge and skills. Holding and maintaining the HFMA certification designation enables me to quickly communicate that I am committed to staying abreast of the latest techniques and strategies."

GAIL SCARBORO-HRITZ, AS, CHFP, ASSOCIATE
DIRECTOR, HEALTHCARE PRACTICE NAVIGANT CONSULTING

"HFMA certification has helped me gain the respect of my peers in the healthcare finance profession."

DONALD P. SCHOTT, FHFMA, AVP-PROVIDER
REIMBURSEMENT, BLUE CROSS BLUE SHIELD OF ND

SPECIAL
OFFER

Apply for CHFP certification by March 31, 2010 and receive \$100 off any HFMA product or service (excluding membership dues) of your choice. For a comprehensive listing, visit www.hfma.org/productsandservices. To take advantage of your discount, call the Member Services Center at 800-252-4362, ext. 2 and provide discount code CHFPPRMO.

CERTIFIED

HEALTHCARE FINANCIAL
PROFESSIONAL (CHFP)

HFMA's CHFP (Certified Healthcare Financial Professional) certification is intended for mid-level healthcare professionals with a minimum of 3-5 years experience. CHFP certification demonstrates your qualifications to senior management, co-workers, and the industry – highlighting your commitment to the profession and to maintaining up to date skills and knowledge.

BECOMING CHFP CERTIFIED IS THE NATIONAL STANDARD AND YOUR PROFESSIONAL DISTINCTION.

WHAT ARE THE CHFP REQUIREMENTS?

As of January 2011, the requirements are:

- A minimum of 3-5 years healthcare finance management experience.
- Current and active regular or advanced HFMA membership*
- The successful completion of one comprehensive certification exam

**Student membership does not count toward this total*

HOW DO I EARN THE CHFP CREDENTIAL?

You earn the CHFP by successfully completing the online certification examination. The exam will consist of 150 multiple choice questions covering six content areas:

- Revenue cycle
- Budgeting and forecasting
- Financial reporting
- Internal controls
- Disbursements
- Contracting

Candidates are allowed 4 hours to complete the examination.

WHEN AND WHERE CAN I TAKE THE CHFP EXAMINATION?

You schedule your exam directly with Castle Worldwide, HFMA's technical support partner. Testing centers are located throughout the United States and Canada. For the list of testing sites, visit www.hfma.org/certification.

HOW DO I RECEIVE MY SCORE?

You will receive a score immediately after finishing the last question of the exam.

ADDITIONAL INFORMATION

The CHFP certification costs are \$395. This includes all application, testing, and processing fees. Should you not pass the examination, the retest fee is \$200. Learn more about becoming CHFP certified at www.hfma.org/chfp.

FELLOW OF THE HEALTHCARE FINANCIAL MANAGEMENT ASSOCIATION (FHFMA)

Fellowship in HFMA represents exemplary educational achievement, experience, and volunteer service to the healthcare finance industry.

FHFMA REQUIREMENTS INCLUDE:

- Current CHFP designation
- Five years total as a regular or advanced HFMA member*
- Bachelor degree or 120 semester hours from an accredited college or university
- Reference from an HFMA Fellow or current elected HFMA chapter officer
- Volunteer activity in healthcare finance within 3 years of applying for the FHFMA designation
- Submission of a conforming FHFMA application

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ADDITIONAL INFORMATION

The application for FHFMA is a one-time \$150 fee.

Learn more about becoming FHFMA certified at www.hfma.org/fhfma.

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NEW...

AS OF JANUARY 2011, THERE'S A MORE
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LEARN MORE INSIDE!

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