



1. I would like to get SPHM certified, but I am not sure which level may be the most appropriate. Is there someone who can assist me?

While the level of certification that applicants pursue is most often an individual choice based on education and SPHM experience, applicants may also want to consider short and long-term goals for themselves and their organization. Applicants who would like to discuss their options with an experienced SPHM professional may do so easily through our Mentor Program. Please visit our website at www.asphp.org/certification for more information on how to get started.

2. What is the cost of applying for certification?

The selected certification level determines the cost of the application. Please refer to our *Fee Schedule* for more information on the cost of each certification level.

3. Can I apply for any level of certification, or must I follow a specific order (i.e. CSPHA → CSPHC → CSPHP)?

An applicant may apply for any level of certification provided they meet the requirements as detailed in the *Certification Level Guidelines*. Although some applicants begin by applying for the CSPHA, there is no requirement to achieve the CSPHA certification before pursuing the CSPHC or CSPHP.

4. What benefits are there concerning one level of certification versus another?

The overall value of certification at any given level is individual/organization-specific. Early data indicates that organizations with SPHM certified individuals leading their program have lower workers' compensation claims costs as compared to organizations without certified individuals. For more information on this data, please refer to [AON's 2016 Health Care Workers' Compensation Barometer Report](#).

Additionally, many organizations, particularly Magnet hospitals, want to increase their number of professional certifications. The CSPHP certification is currently the only level recognized by the Department of Veterans Affairs and the Occupational Safety and Health Administration, and with Magnet Recognition from the American Nurses Credentialing Center. Organizations will often only provide applicants with funding for certification if an examination is included in the process. Lastly, individuals should also consider that achieving a certification may factor into annual performance reviews.



5. **Can I use the experience that qualified me for one level of certification again, if I decide to pursue a higher level of SPHM certification? For example, would the two years of SPHM-specific work experience that counted towards my CSPHA certification also count towards the CSPHC or the CSPHP level?**

Yes—since there is no prerequisite to obtain one certification before another, an applicant's SPHM-specific work experience counts towards any certification level. However, the final determination for credit ultimately resides with the Reviewer(s) who will examine the applicant's portfolio in its entirety.

6. **What constitutes Professional Development (PD)? How are the hours counted?**

The ASPHP's Certification Program provides applicants with a variety of ways to obtain Professional Development (PD) hours. Each certification level has a predetermined number of PD hours that correlate with the knowledge, skill and experience, expected from an applicant applying for that level. Applicants should refer to the chart detailing the approved options and required documentation. Depending on the selected certification level, there may be maximum limits for certain categories. Reviewers expect submitted applications to reflect the PD category limits.

7. **Does leading or attending a SPHM committee meeting count toward my Professional Development (PD) hours?**

No—work-related activities other than providing SPHM training, education, and competency will not be accepted. Thus, SPHM committee work, SPHM audits, and equipment rounds do not qualify for PD credit. Rather, these work-related SPHM activities may illustrate an applicant's SPHM-specific work experience. Applicants may choose to count the number of years that they have performed these responsibilities towards the number of required years for the selected level of certification.

8. **If I teach the same SPHM class one hour each month, can I count that as 12 Professional Development (PD) hours per year?**

No—applicants may receive one hour of Professional Development (PD) for each *unique* hour of equipment in-service content per year. Thus, providing the same one-hour class for a specific topic/piece of equipment 12 times a year will only count as one PD hour. No credit will be given for repetition of the same content.



9. Do my Letters of Recommendation have to attest to all Nine Core Competencies?

Reviewers do not expect applicants to be proficient in all of the Nine Core Competencies; however, the competencies are skill sets that the Certification Committee will examine upon review of an applicant's portfolio. Applicants should ensure that the letters of recommendations they submit reflect their expertise in these areas. As an applicant applies for higher SPHM certification levels, the Reviewer(s) will look to see that they possess more of the Core Competencies. Letters should include detailed information attesting to the scope of the applicant's SPHM knowledge and expertise, using the Competencies as a guide.

10. How can I prepare for the CSPHC or CSPHP examination?

Prior to taking the exam, applicants are encouraged to take the *Practice Exam* and review the *Certification Exam Prep* listed on our website. These documents will review potential exam topics. Please note: we do *not* provide an exhaustive list of covered exam materials.

11. What is the difference between the CSPHC exam and the CSPHP exam?

The CSPHC examination contains 50 questions, whereas the CSPHP examination includes 75 questions. Questions on both exams cover all of the Nine Core Competencies. However, the CSPHC examination is more heavily weighted on the five subject areas central to the CSPHC's capabilities: clinical knowledge and experience, training deployment, unit-specific customization, team leadership, and risk analysis and control.

12. Do I take the CSPHC/CSPHP examination at home and is it timed?

Yes—these are timed examinations taken remotely. Once the applicant has begun the exam, they will have 60 minutes for the CSPHC and 90 minutes for the CSPHP. At the end of the exam, the applicant will be “locked-out”. Applicants will receive their score upon completion of the exam. The applicant will *not* be provided with a summary of the questions they answered incorrectly.

13. What is the cost of annual membership to the Association of Safe Patient Handling Professionals (ASPHP)?

The current annual cost of membership is \$135.



14. What are the benefits of becoming a member of the ASPHP?

ASPHP members enjoy a variety of benefits. Some of these benefits include:

- Online subscription to the *International Journal of Safe Patient Handling and Mobility (IJSPHM)*
- 10% Discount on any conference sponsored/jointly-sponsored by the *IJSPHM*
- Access to the ASPHP's "Member's Only" Learning Center
- Discounted monthly ASPHP webinars
- Monthly Newsletter
- Discounted regional networking events hosted by the ASPHP