


ACMPE board certification and Fellowship: Taking the trip from Nominee to Certified Member to Fellow

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Medical Group Management Association
 Advancing Leaders. Advancing Practices.™

ACMPE Board Certification (CMPE)

- ACMPE board certification is designed for individuals with at least two years of experience in healthcare management. The CMPE credential validates the unique knowledge and skills necessary to run a successful medical practice.

ACMPE Fellowship (FACMPE)


- Fellowship is your next career challenge and is the highest level of distinction you can earn in the medical practice management profession. Share your expertise and make your mark in healthcare management.



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An achievable goal


- The board certification process is self-paced.
- Set a completion goal that fits your needs.
- Half of ACMPE Nominees earn the professional designation – CMPE – in one to two years.
- ACMPE provides resources, support and camaraderie along the way.



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Body of Knowledge – Competencies and Domains

<p>Four general competencies:</p> <ul style="list-style-type: none"> Professionalism Leadership Communication Skills Organizational and Analytical Skills 	<p>Eight domains:</p> <ul style="list-style-type: none"> Business Operations Financial Management Human Resource Management Information Management Organizational Governance Patient Care Systems Quality Management Risk Management
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ACMPE Pathway – Overview

Earn Certified Medical Practice Executive (CMPE) status:

- Signal interest in pursuing certification through an application process
- Meet eligibility requirements
- Pass the objective and essay exams
- Earn 50 continuing education credit hours

Earn Fellow in ACMPE (FACMPE) status:

- Signal interest through an application process
- Complete the board certification requirements
- Write a professional paper or three case studies

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ACMPE board certification requirements

- Pass the objective exam
 - 175 multiple choice exam (3 hours and 15 minutes)
 - Tests breadth of knowledge across the Body of Knowledge
- Pass the essay exam
 - Three critical incident questions (1 hour and 30 minutes)
 - Tests depth of knowledge
- Earn 50 continuing education hours
 - Cumulative from 30 days prior to acceptance date into the program

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Exam administration

- Computerized exams
 - Offered four times a year
 - 48 test days per year
 - Available at 500 locations in the U.S.
 - Immediate objective exam results
 - Essay results within eight weeks

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Study Options

- Independent Study
 - TMGMA maintains a library of study materials for members who are pursuing certification
- Local Study Groups
 - Your Tennessee ACMPE Forum Committee has members across the state. We are available to help.
- Online Study Group
 - Tennessee MGMA provides an online study group available through the MGMA Member Community. Contact Deborah.Hudson@svmic.com for details.

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Continuing education requirement

- To advance: 50 cumulative hours
- To maintain CMPE or FACMPE status: 50 hours every three years
- Eligible activities for credit include:
 - Conferences and seminars
 - College and university coursework
 - Published books, articles and online course content
 - Editorship
 - Formal oral presentations (including poster presentations)
 - Distance learning programs (online, audioconference, etc.)
 - Assessments (including articles from *MGMA Connection*)

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ACMPE Fellowship requirements

- Fellowship program entry process:
 - Pay a one-time \$250 application fee
 - Submit an application form
- Fellowship requirements:
 - Complete the requirements for board certification
 - Write one (1) professional paper or three (3) case studies
 - Meet the continuing education requirement

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Professional paper vs. case study

Professional paper

- Documents the objectives and results of an investigation using objective research.
- Displays original thinking and details how the results of an investigation and research can be applied to the field.

Case Study

- Documents the critical elements of a situation or event and reports on the decision-making process.
- Concentrates on the analysis and solution to a problem the writer has experienced.

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Resources

- ACMPE area of Web site (www.mgma.com/acmpe)
- The Body of Knowledge for Medical Practice Management (www.mgma.com/bok)
- ACMPE Forum program
- Tennessee MGMA Past President Scholarships

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Additional resources

- ACMPE Knowledge Assessment
- ACMPE Certification Exam Workbook
- Publications
- Workshops
- Mentoring
- ACMPE eGroup in the Member Community
- Online transcript

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Questions?



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