



**hfma**

healthcare financial management association

# HFMA Certification Requirements

- Two years total as a regular or advanced HFMA member (*Student membership does not fulfill this requirement*)
- Two years of professional experience in the healthcare finance industry
- 60 semester hours of college coursework from accredited institution or 60 professional development contact hours
- Successful completion of the HFMA Core certification exam\*
- Successful completion of one HFMA specialty certification exam\*
- References from a current elected chapter officer and your CEO or supervisor
- Submit conforming application with one-time fee within 24 months of successfully completing the first exam

\* *Note: Exams may be taken at any time after you become an HFMA member. Specialty exams include Accounting and Finance, Patient Financial Services, Financial Management of Physician Practices, and Managed Care. Both exams must be completed within 24 months of successfully completing the first exam.*



## **Become a Certified Healthcare Financial Professional (CHFP)**

Maintain status every three years by earning 90 professional development contact hours and retaining HFMA Regular or Advanced membership.



- Five years total as a regular or advanced HFMA member (*Student membership does not fulfill this requirement*)
- Bachelor degree or 120 semester hours from an accredited college or university
- Reference from an HFMA Fellow or current elected chapter officer
- Volunteer activity in healthcare finance within 3 years prior to applying for FHFMA, including one of following:
  - Earn the Follmer Bronze Award
  - Volunteer in the chapter and earn two Founders points (under current system) for two consecutive years
  - Volunteer service for two years in a healthcare industry organization within the past three years
- Submit conforming application with one-time fee



## **Become a Fellow of HFMA (FHFMA)**

Maintain status every three years by earning 90 professional development contact hours and retaining HFMA Regular or Advanced membership

*For more information about HFMA's certification program, visit the HFMA website at [hfma.org/certification](http://hfma.org/certification)*