



CCB Review

Issue 16 / April -June 2017
A NEWSLETTER FOR CERTIFIED COMPLIANCE PROFESSIONALS
QUESTIONS? CCB@COMPLIANCECERTIFICATION.ORG

Advance your CCB certification

Are you a leader in the compliance profession? Are you in pursuit of a credential that will demonstrate your higher level of compliance knowledge and experience? The Certified in Healthcare Compliance-Fellow (CHC-F)[®] and the Certified Compliance & Ethics Professional-Fellow (CCEP-F)[®] allow you to build on your basic compliance certification and demonstrate your advanced knowledge in the profession.

Applying for a CCB advanced certification is a multi-step process. It is designed to help you demonstrate an advanced level of knowledge and commitment to the Compliance and Ethics profession as you complete the process.

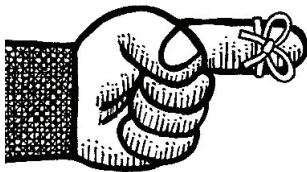
You can check out Issue 13 of the *CCB Review* at <http://bit.ly/2mx6jdS> for additional steps in seeking Fellowship. Feel free to contact us to learn more about the requirements and steps achieve this credential and help you to distinguish yourself from your peers.

CONTACTING CCB

CCB certification specialists are available to assist you Monday-Friday, 8:00 AM-5:00 PM CST

- ▶ Call 888-580-8373, 888-277-4977, or 952-933-4977
- ▶ Email your questions to ccb@compliancecertification.org
- ▶ Fax to 952-988-0146

Check out CCB's website anytime of the day or night at www.compliancecertification.org



Reminders for the Actively Certified

When submitting continuing education attendance certificates via email or fax, please be sure to include your name on the certificate prior to sending it in to ccb@compliancecertification.org. When submitting an Individual Accreditation application (IND) to get credit for education from an outside organization, be sure to submit one IND application per event or activity. This allows for quicker approval and assessment of your credit-worthy CEUs.

Keep in mind, if you are looking to submit an IND application, you can do so directly on the SCCE or HCCA websites. Submitting electronically allows for instant upload of your attended event and back-up documentation, as well as allowing you to track your submission through approval. Should your submission not have the necessary documentation we require for review, you can also see CCB certification specialist notes on your submission notifying you of what additional items we need to complete our review.

Certification Fun Facts

- ▶ Roughly 50% of the attendees at HCCA's Compliance Institute and SCCE's Compliance & Ethics Institute hold one or more CCB certification!
- ▶ CCB staff has noticed an increase in organizations now requiring or preferring individuals who work with their compliance program either maintain or attain a compliance specific certification. Does your organization require or prefer your staff hold a compliance certification? Looking to see how you compare with your peers and the difference it makes to be certified? Keep an eye out for the 2017 SCCE/HCCA bi-annual salary surveys being conducted in June of this year!
- ▶ Don't forget that speaking on compliance-related topics can earn you two live CEUs. Simply indicate on your submission application (the SCCE/HCCA CEU application or the Individual Accreditation if for an outside event) that you were a speaker and for what session, and we will assess your earned CEUs accordingly.

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Use CCB credential logos to help showcase your expertise

Use CCB's certification logos in your professional communication items such as business cards, letters, and in your email signature line, among others. It's a great way to showcase your expertise and dedication to the profession. Plus, it enhances your marketability to potential employers. More employers posting compliance-related jobs on HCCA and SCCE's websites are requiring or recommending candidates have a CCB designation as a condition of hiring.

Download the certification logos, in high-resolution print quality and electronic quality on the CCB website. Or, use the short links below to navigate there:

- ▶ <http://bit.ly/chc-logos>  Certified in Healthcare Compliance (CHC)®
- ▶ <http://bit.ly/chrc-logos>  Certified in Healthcare Research Compliance (CHRC)®
- ▶ <http://bit.ly/chpc-logos>  Certified in Healthcare Privacy Compliance (CHPC)®
- ▶ <http://bit.ly/chcf-logos>  Certified in Healthcare Compliance Fellow (CHC-F)®
- ▶ <http://bit.ly/ccep-logos>  Certified Compliance & Ethics Professional (CCEP)®
- ▶ <http://bit.ly/ccepi-logos>  Certified Compliance & Ethics Professional-International (CCEP-I)®
- ▶ <http://bit.ly/ccepf-logos>  Certified Compliance & Ethics Professional Fellow (CCEP-F)®

Blog and earn CEUs

Do you often blog on current compliance-related hot topics or policy updates? If so, you can submit your posts and earn two non-live CEUs for each approved post to receive CEUs. Blog posts must:

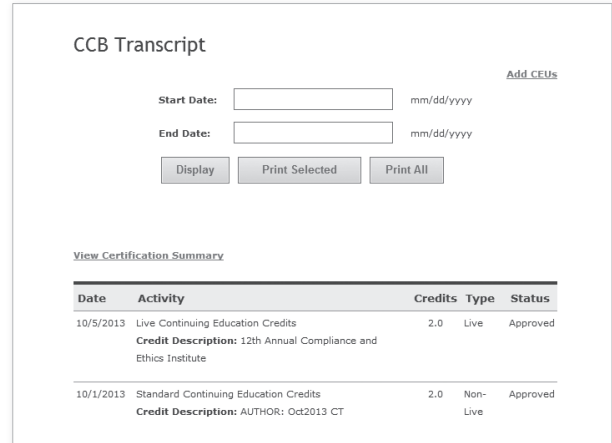
- ▶ Be submitted to CCB with a CCB Blog Post Submission Form <http://www.compliancecertification.org/blogsub>;
- ▶ Have a valid hyperlink for each blog post you are looking to earn CEUs on (no more than five per submission form);
- ▶ Have a minimum of 400 words and a focus on at least one of the ten compliance subject areas found on the submission form and in CCB Candidate handbooks; and
- ▶ Include one-page screenshot or print out for each blog post you are seeking CEUs for.

How to: Renew your CCB certification online

Screenshots below show SCCE's member profile page. Both websites will look and function in the same way. Go to <http://www.compliancecertification.org/AboutCCB/MyCEUAccount.aspx> and click on your certification to login.

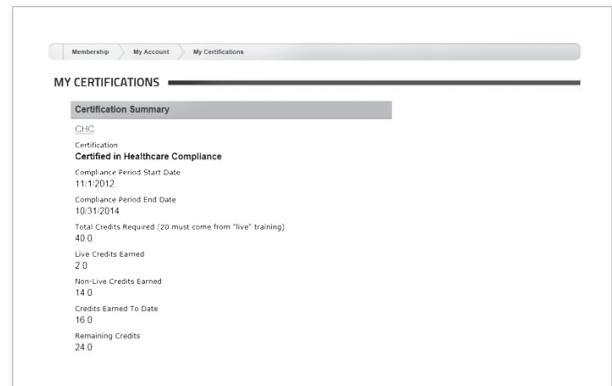
1. Track your CCB CEUs progress online

You now can track your CCB CEUs online from submission to approval. Please note that if you are uploading CEUs to your online account, it takes up to six weeks before those CEUs are reviewed and approved or denied.



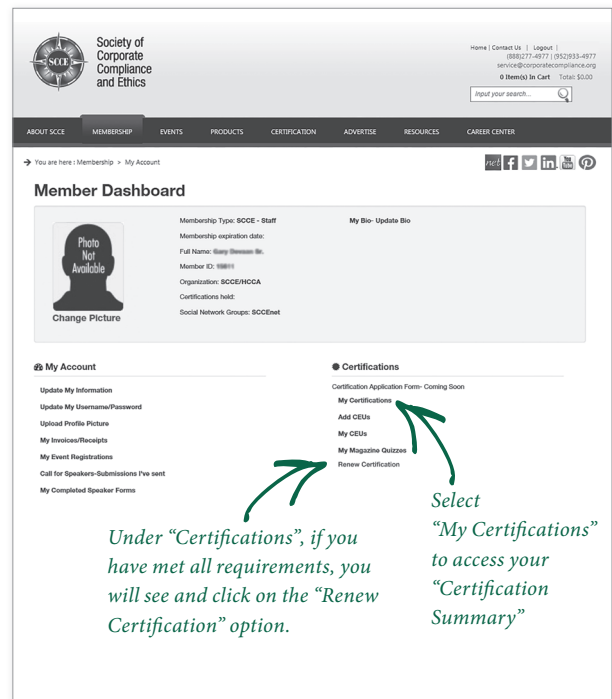
2. Ensure you have enough CEUs for renewal

In order to renew your certification, you must have 40 CCB CEUs logged and approved in your online CCB CEU account. Remember, 20 of those CEUs must have come from live events, and all must have been earned within your 24-month renewal period. Check your CEU progress by clicking on "My Certifications," then select your "Certification Summary."



3. Ensure your certification renewal date is within 90 days

Renewal invoices are created up to 90 days in advance of one's renewal date provided that the CEU requirement has been met. For example, if your renewal date is 5/31/2017, and you have met the CEU requirement as of 2/28/2017 you will be able to login online and see your renewal invoice anytime on or after 2/28/2017.



4. Login to your online account to submit your renewal fee

If renewing online, go to CCB's website, click on the certification you hold, and then login to your SCCE or HCCA online account. Click on the "My Account" section, then under "Certifications" click "My Certifications." You may also mail or fax a PDF renewal form to CCB. Visit www.compliancecertification.org and choose "forms" under your certification, and click on "PDF Individual Accreditation Application for CEUs."



Compliance Certification Board™
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www.compliancecertification.org

Look inside for:

- ▶ Advance your CCB Certification
- ▶ Proper use of certification logos
- ▶ Blog and earn CEUs



Frequently Asked Questions

Q: I am looking to apply for a new compliance position, and my earned CCB credential may need to be verified. What do I need to do?

A: CCB verifies active credentials on a regular basis. If you have a current or potential employer looking to verify your credential, here is the policy CCB follows:

1. The request must be made in writing—email, fax, or mail. Email inquiries can be sent to ccb@compliancecertification.org.
2. To process the request, a CCB certification specialist will contact the credential holder to authorize the release of the information; the authorization must be documented in writing.
3. CCB will respond in kind to the enquiring party once it has received your written authorization.

When contacting certification holders regarding authorizations for release of information, CCB uses the contact information in its database, which is also the information used to send courtesy renewal reminders or recertification information. Please be sure the contact information CCB has for you is the up to date.

If you have any questions please contact ccb@compliancecertification.org