



CPCV Credential Requirements

1. INTRODUCTION TO THE CPCV CREDENTIAL

The Certified in Provider Compensation Valuation (CPCV) credential indicates the credential holder has the appropriate experience and knowledge to provide quality valuation services within the healthcare marketplace. The core knowledge competency of the credential holder is demonstrated through passing examinations for each of the knowledge modules that comprise the required body of knowledge for the CPCV. In addition, the credential holder is subject to ethical and professional standards governing the performance of analysis and review work as promulgated by the AAPCP.

The CPCV credential is intended for any individual working in areas related to provider compensation in the marketplace. Any individual may attain the credential, regardless of their current work situation or job position, as long as the candidate meets the requirements for the CPCV.

2. SUMMARY OF THE REQUIREMENTS TO OBTAIN THE CPCV CREDENTIAL

Credential holders meet the following requirements to obtain the CPCV credential.

- A. AAPCP membership: maintain an individual membership with AAPCP.
- B. General education or background requirement: a bachelor's degree or 10 years of related healthcare experience.
- C. Specific experience requirement: 2 years of relevant experience in compensation valuation, administration or analysis.
- D. Demonstrated core knowledge competency: pass the comprehensive exam for each knowledge module with a score of 75% or more.
- E. Adherence to professional standards: Agreement to comply with the AAPCP's professional standards.

3. GENERAL EDUCATION OR BACKGROUND REQUIREMENT

To be admitted to the CPCV credential program, the candidate will have one the following general educational or background qualifications:



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- A. A bachelor's degree in any subject area.
- B. 10 years of experience in the healthcare industry related to operations, reimbursement, legal, compliance, recruitment, valuation, or finance.

4. SPECIFIC EXPERIENCE REQUIREMENT

To receive the CPCV credential designation, the credential candidate must have completed two years of experience relevant to the field of compensation valuation. Relevant experience includes the areas of physician practice operations, financial analysis, contract administration, legal, recruitment, valuation, and compliance. The candidate does not need to meet this specific experience requirement to be enrolled as a candidate for the credential and to begin taking training courses and the module examinations.

5. CORE KNOWLEDGE COMPETENCY

The CPCV credential holder demonstrates core knowledge competency by passing the comprehensive exam for each knowledge module with a score of 75% or more. Comprehensive module exams consist of questions that test the core knowledge competencies for each module. Examination questions are administered in the form of multiple choice or true/false. Competency is assessed at both the conceptual and application-in-concept levels using hypothetical fact patterns. Candidates may retake any module exam until a passing grade is achieved.

Core knowledge competencies are outlined in the following documents:

- A. The CPCV Credential Core Knowledge Competencies document presents an overview of the core knowledge competencies the credential holder demonstrates through passing the module exams.
- B. The Body of Knowledge / Training Courses Outline document presents an overview of the subjects covered in each training course for a given knowledge module.

Detailed subject-matter lists for a given topic are included with the course syllabus for each training course, along with recommended reading materials.



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Candidates are not required to take the training courses offered as part of the program. The courses, however, teach the content over which candidates will be tested in the module examinations.

6. ADHERENCE TO AAPCP AND CPCV PROFESSIONAL STANDARDS

CPCV credential holders must comply with the professional standards for AAPCP members and the CPCV credential. The CPCV professional standards address various forms of services and work performed by credential holders and include a code of ethics.

7. PROCESS FOR OBTAINING THE CPCV CREDENTIAL

The CPCV credential is awarded upon completion of the following process:

- A. Enrollment in the credential program through submission of a completed candidate application and payment of the required program fees.
- B. Approval of the candidate's application form, including validation of the general education or background requirement.
- C. Passing all knowledge module examinations with a grade of 75% or more.
- D. Submission of a request for credentialing that includes documentation of the candidate meeting the specific experience requirement and an affirmation of intent to comply with the CPCV professional standards.
- E. Approval of the request for credentialing by AAPCP.

Candidates are issued a CPCV certificate upon approval of the request for credentialing.

8. ONGOING CONTINUING EDUCATION TO MAINTAIN THE CPCV CREDENTIAL

To maintain the CPCV designation, credential holders must complete an average of 16 continuing education ("CE") hours per year in courses related to compensation valuation, with a minimum of 12 hours completed per year and 48 hours completed per rolling three-year period. CE courses must meet the following requirements:

- A. CE courses can be in-person, recorded, webinar, or other medium.



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- B. CE course content and subject matter can be anything *related to and supportive of compensation valuation*, including:
 - 1. Compensation valuation courses (24 hours per three-year rolling period)
 - 2. General industry trends
 - 3. Topics related to provider services
 - 4. Topics related to data sources
 - 5. Topics related to revenue cycle and the costs of provider services
 - 6. Topics related to transactions and other arrangements for provider services
 - 7. Regulatory compliance issues
- C. In addition to AAPCP-sponsored courses, CE hours may be earned from a variety of professional organizations and education providers, such as MGMA, AHLA, HFMA, BVR, NACVA, AICPA, etc.
- D. Courses need not provide formal CE hours or other types of education units for attendance. Credential holders can claim credit for attendance based on the time standard of 1 CE hour per 50 minutes of instruction time. Such credit is claimed through self-prepared documentation using a standardized CPCV CE hours form.
- E. Presenters of courses can claim the presentation time plus an additional 2 times the presentation time for the first time a course is taught.
- F. Writers of published articles can receive up to 10 CE hours per year for preparation time related to publications.

The CE requirements for maintaining the CPCV credential do not take effect until two years after the year in which the credential was awarded to the credential holder.