

Advancement Information Session

FACHE

Fellow of the American College of Healthcare Executives

The Distinction of Board Certification

***Becoming Board Certified in Healthcare Management as
a Fellow of the American College of Healthcare Executives***

Moderators:

Nancy Tinsley, FACHE *University Hospitals*

Craig Anderson *Charis Healthcare*



Learning Objectives

- Define the purpose of FACHE and the designation benefits.
- Understand the requirements for advancing to a Fellow.
- Learn how the Board of Governors exam is administered.
- Learn the various approaches to preparing for the Board of Governors exam.



What does it mean?

- The FACHE credential demonstrates professionalism, ethical decision making, competence, leadership skills and commitment to lifelong learning
- The FACHE credential symbolizes a commitment to excellence; it is a rigorous credential based on multi-faceted criteria – including a valid and reliable examination
- Board certification provides the personal satisfaction of achieving a goal and achieving professional recognition



What's required?

Earning the FACHE credential involves fulfilling multiple requirements—passing a valid and reliable examination, plus academic, experiential, continuing education and professional/community involvement criteria

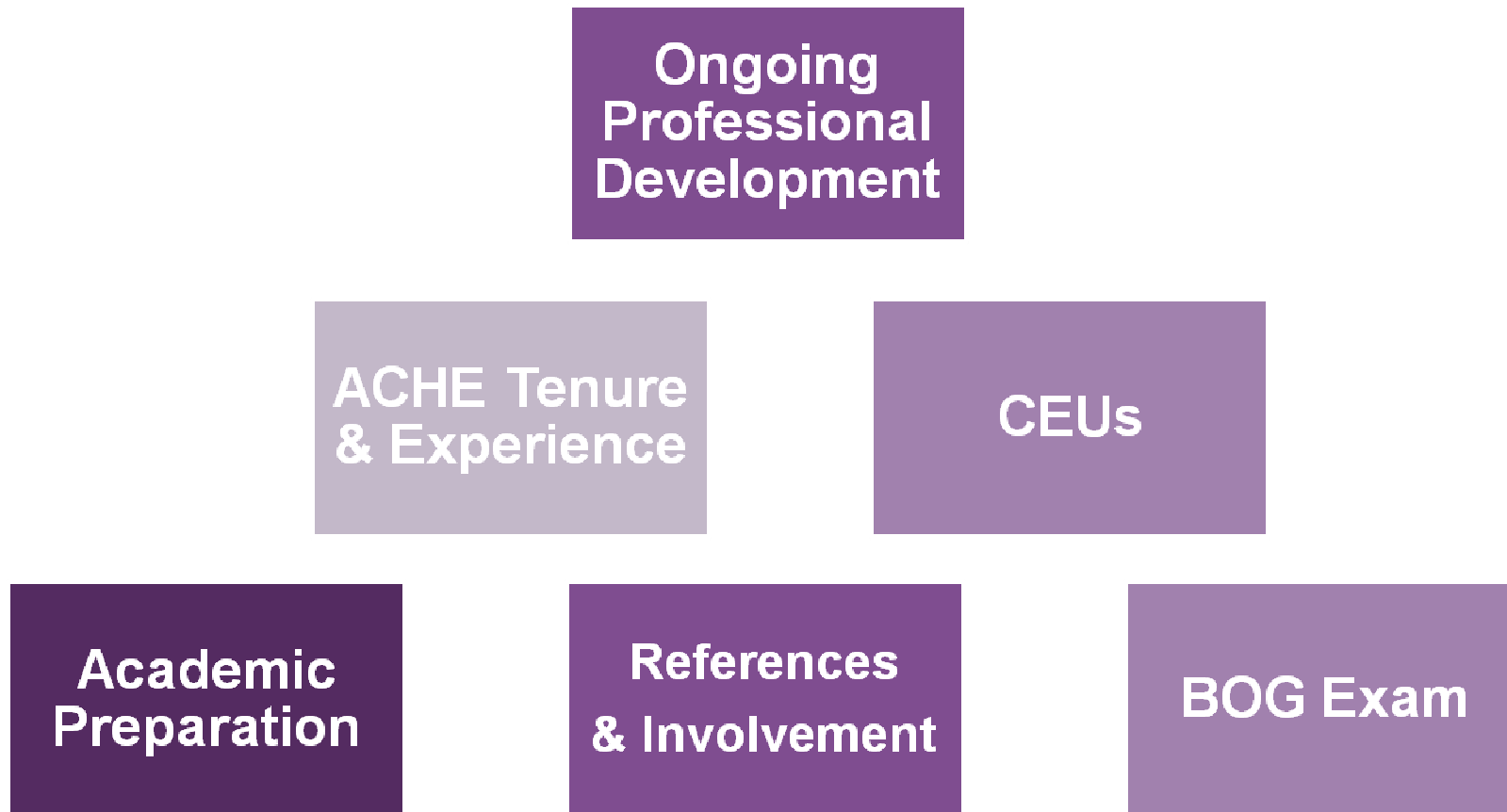


The Credentialing System Is:

rigorous and inclusive—encouraging healthcare executives to demonstrate their competence, commitment to ethical decision making and participation in ongoing professional development



Single FACHE credential— based on multi-faceted criteria



Note: Components are not sequential



Summary of Criteria

- Postbaccalaureate degree
- Three years' tenure as an ACHE Member
- Five years' healthcare management experience
- 40 hours of CEU – at least 12 Category I (ACHE education)
- Three Fellow references – including a structured interview
- Professional and community/civic participation
- Board of Governors Examination



Summary of Criteria Breakdown

Tenure at ACHE

Three years' tenure as an ACHE Member

Position & Experience

- Hold a healthcare management position in an acceptable organization as defined in the *Regulations Governing Admission, Advancement and Recertification*
- Five years' healthcare management experience



Definition of Healthcare Management Position

- A healthcare management position is one in which the person is employed by a healthcare organization or by an organization whose purpose is to influence the growth, development or operations of a healthcare organization
- The position must include any of the following:
 - Responsibility for hiring, training and directing the work of others
 - Oversight or participation in a project involving budget, staff or other resources
 - Decision-making on the acquisition or distribution of resources of the organization, i.e., budget, staff or equipment
 - There is a potential to influence the overall health of the community served



Summary of Criteria Breakdown

References

Three references from Fellows, one of which must be a structured interview

Continuing Education

- 40 hours of CEU credits over the previous five years
- 12 credits must be Category I (ACHE education) credits
- Balance may be either Category I or II



Summary of Criteria Breakdown (continued)

Professional & Community Involvement

- Minimum of two examples of professional participation required over the previous three years, such as in the affairs of ACHE and its independent chapters, or national, regional and state healthcare associations
- Minimum of two examples of participation in community organizations required over the prior three years, such as in national, state or community nonprofit organizations

Board of Governors Exam In Healthcare Management

- Successful completion of the Board of Governors Examination in Healthcare Management
- The Board of Governors Examination consists of 230 multiple-choice questions covering general knowledge of management principles in 10 healthcare knowledge areas



Knowledge Areas

- Governance and Organizational Structure
- Human Resources
- Finance
- Healthcare Technology and Information Management
- Quality and Performance Improvement
- Laws and Regulations
- Professionalism and Ethics
- Healthcare
- Management
- Business



Applying to take the BOG Exam

- The application for Fellow also serves as the application to take the exam
 - Application is good for three years
- Before taking the exam, you must meet the following subset of criteria for Fellow status:
 - Masters or other advanced degree
 - A healthcare management position and two years' healthcare management experience
 - Three references from Fellows, including one structured interview
 - Completed Fellow application with \$250 fee
 - \$200 examination fee at time of exam registration



Exam Scoring

- The BOG is a Pass/Fail exam
- A candidate's reported score in the written exam equals the total number of correct responses
- There is no penalty for incorrect answers—it is to your advantage to answer every question



Testing Sites

- Offered at Prometric computer testing sites
- Prometric testing sites are located throughout the United States, Guam and Puerto Rico
- Uniformed Services affiliates who are living outside of the United States may take the exam using DANTES at designated locations

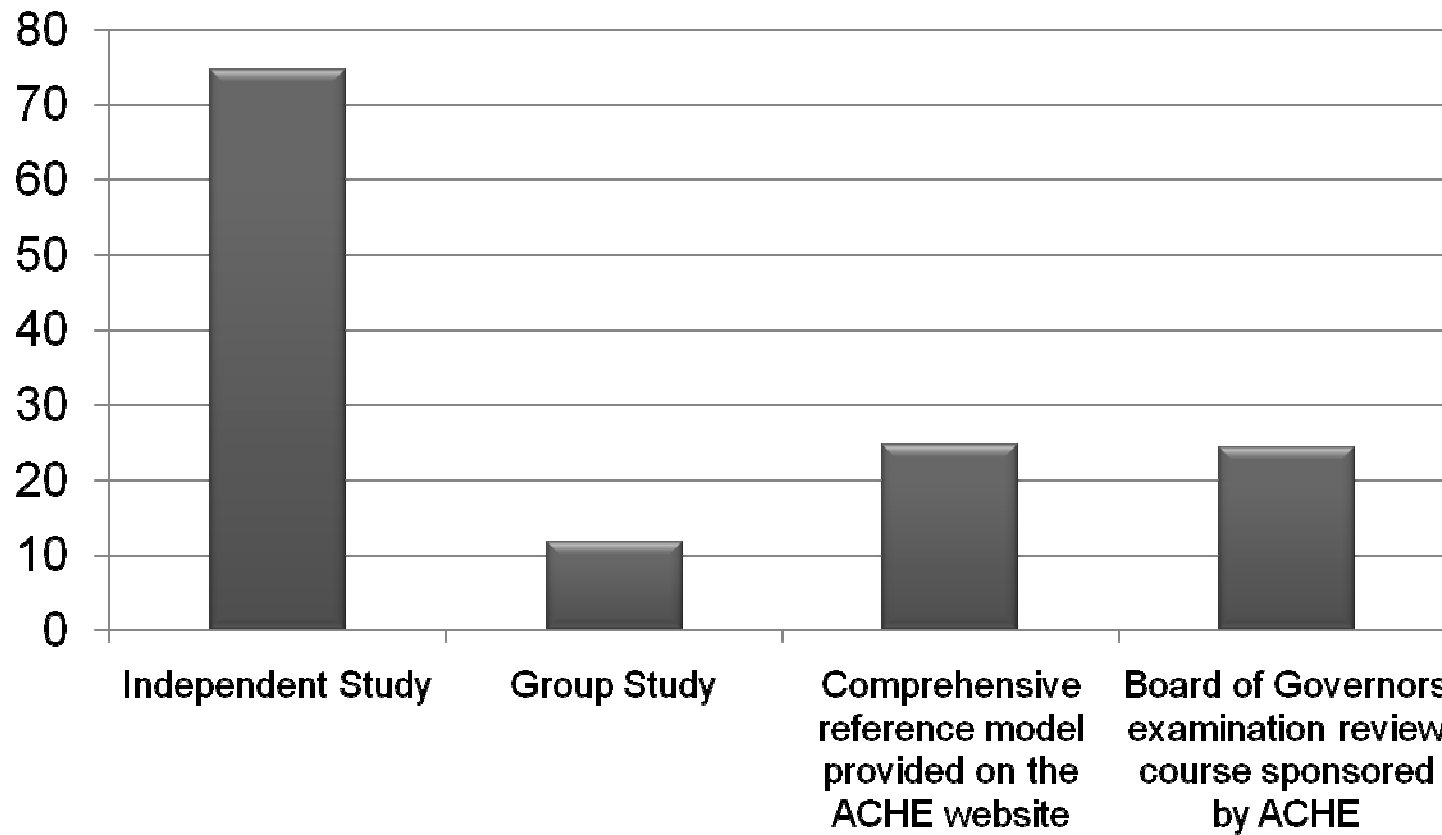


Exam Preparations

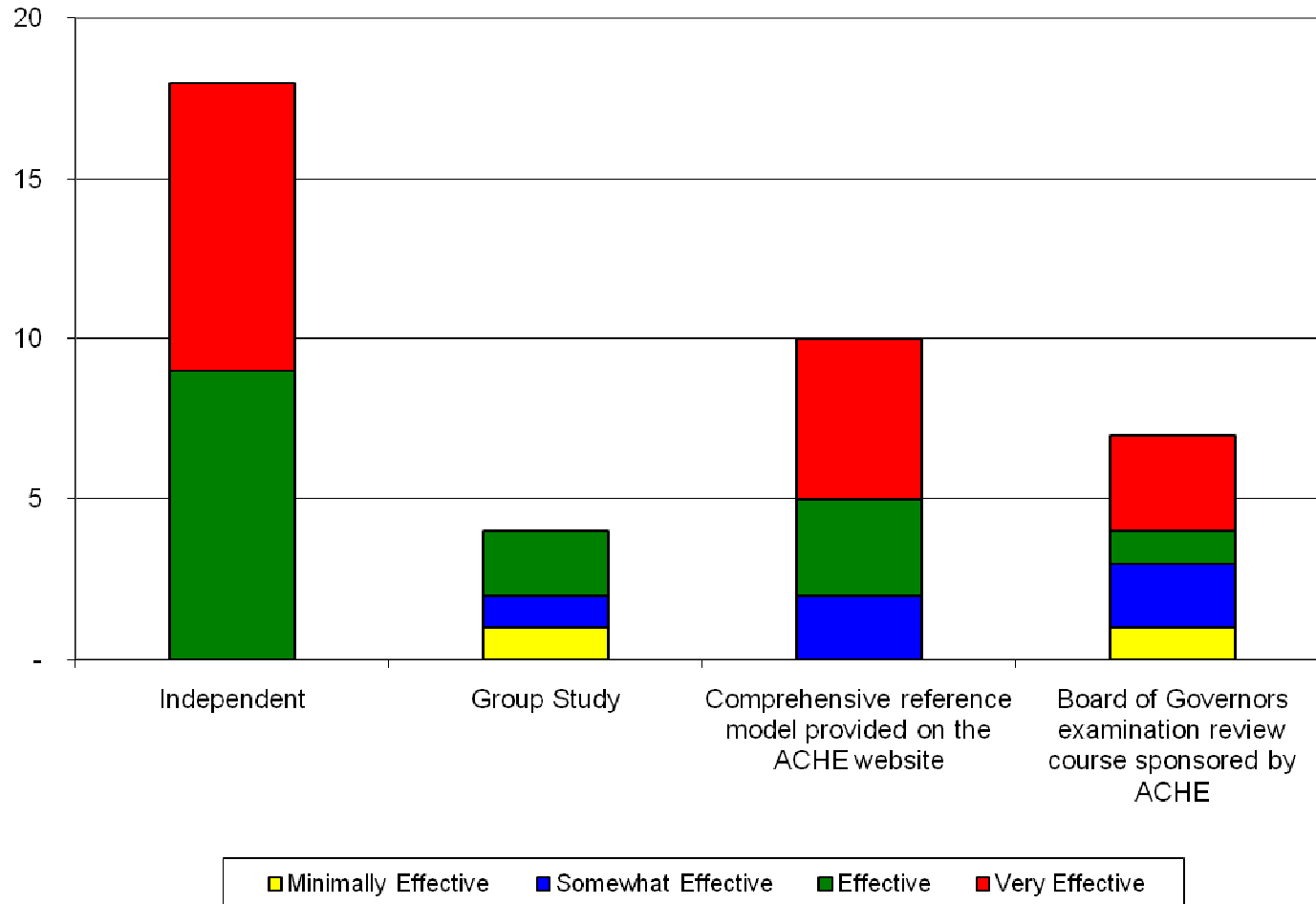
- Allow 3-6 months to prepare, depending on expertise and experience
- Determine your most effective study style
- Review the 10 key knowledge areas
- Contact your local chapter regarding a study group
- Consider enrolling in the Online Tutorial course or the BOG Exam Review course
- Review “Study Tips from ACHE Affiliates” and other online resources in the Credentialing area of **ache.org**



1. Please indicate what percent of your total preparation time for the Board of Governors Exam was spent using each study method (22 participants completed the survey)



1. Please indicate the effectiveness of each study method



Special Programs

ABOUT ACHE | WHAT'S NEW AT ACHE | AFFILIATE DIRECTORY | MY ACHE | AFFILIATES ONLY | CORPORATE PARTNERS



Welcome to **ache.org**

JOIN ACHE | CREDENTIALING | EDUCATION | CHAPTERS | CAREER SERVICES | BOOKS & JOURNALS | RESEARCH

Education

- Education Links:
- ▶ ACHE Seminars
 - ▶ Congress on Healthcare Leadership
 - ▶ Special Programs
 - ▶ At Your Location
 - ▶ Continuing Education Information
 - ▶ Travel Information
 - E-mail Education Division

ACHE Educational Programs



BOARD OF GOVERNORS
Examination Review Course

Your Next Step to Becoming Board Certified in Healthcare Management and a Fellow of the American College of Healthcare Executives.

Sessions:



Online Tutorial



Credentialing

- Credentialing Links:
- ▶ Advancement to Fellow (FACHE)
 - ▶ Prepare for Board of Governors Exam
 - ▶ Fellow Toolkit
 - New Fellows—Convocation (PDF)
 - Recertification Information
 - E-mail Membership Division

Board of Governors Examination

Become Board Certified in Healthcare Management

ONLINE Tutorial

Prepare for ACHE's Board of Governors Examination in Healthcare Management

American College of Healthcare Executives
for leaders who care.®

Give Yourself an Edge as You Prepare for the Board of Governors Exam

[Already registered](#)



Online Community



Welcome to the Exam Online Community



Thu, Sep 25, 2008 HELP

[HOME](#) | [MY PROFILE](#) | [EVENTS](#) | [STUDY GROUPS](#) | [FIND OTHERS](#) | [ASK ACHE](#)

RESOURCES LINKS

- › [Steps for taking the exam](#)
 - › [Exam Overview](#)
 - › [Exam Outline](#)
 - › [Sample Questions from Past Exams](#)
 - › [Reference List](#)
 - › [Study Tips from ACHE Affiliates](#)
 - › [Scoring Information](#)
 - › [Board of Governor's Exam Reference Manual \(PDF\)](#)
-
- › [Apply for Fellow](#)
 - › [ACHE Board of Governors Study Set](#)
 - › [ACHE Board of Governors](#)



COMMUNITY ANNOUNCEMENTS

Welcome
1:08PM EST on August 14, 2008
Welcome to the Board of Governors Exam Online Community. This site is designed to answer many of your questions regarding the exam as well as offer you an opportunity to communicate with other affiliates studying for the exam.

ACHE COMMUNITY BLOGS

Patient Privacy & Medical research
Healthcare Technology and Information Management: 22 hours ago
This is one of the conflicting subjects that healthcare

GENERAL POSTING

-  [Community Discussion](#)
-  [Exam Discussion](#)

EXAM KNOWLEDGE AREAS

 **Business**
Strategic planning, marketing, business plans, contracts...



Registering for the Exam

- After your application for Fellow status is accepted, you will receive an exam registration form
- Return the exam registration form to ACHE along with your exam registration fee or coupon
- Select an exam site – www.2test.com
- Follow directions on your confirmation letter to register at the desired site

** Please pay close attention to the Prometric rules which are included in your confirmation as well as at the online Prometric site. They are very specific and Prometric will not deviate from them.*



Taking the Exam

- You have six hours to complete the exam.
- The computer testing is easy to navigate. You will have the ability to mark items you wish to return to
- At the conclusion of the exam, you will receive a printout stating whether or not you passed the exam
- The printout includes a breakdown of the 10 knowledge areas and the percent of questions answered correctly in each area



Additional Information

- You may take the Board of Governors Examination prior to completing all of the requirements to become a Fellow
- Once you pass the exam, you may refer to yourself as a Fellow designate
- After you complete all of the requirements for Fellow status you will advance to Fellow



Summary of Requirements

Requirements to take Exam

- Master's or other advanced degree
- A healthcare management position and two years' healthcare management experience
- Three references from Fellows, including one structured interview
- Completed FACHE application (application valid for three years)

Additional FACHE Requirements

- Pass the Board of Governors Examination in Healthcare Management
- Have three years' tenure as an ACHE Member
- Have five years' healthcare management experience
- Complete 40 hours of continuing education credit in the previous five years, 12 hours of which must be Category I (ACHE education) credit
- Participate in healthcare and community/civic activities



Recertification

Recertification as a Fellow continues to require 24 CEUs over the previous three years, at least half of which must be Category I (ACHE education) credits



Additional Information

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Exam Online Community at
Bogcommunity.ache.org

Credentialing area of **ache.org**

Customer Service Center
(312) 424-9400
contact@ache.org





Reinventing Customer Service in Healthcare

THURSDAY, MAY 20, 2010

Euclid Hospital
Waltz Auditorium
18091 Lakeshore Boulevard
Euclid, OH 44119

5:30PM – Networking

6:00PM – Dinner

6:30PM – Program

