AAHAMI CRIP
Certified Revenue Integrity Professional

Information & Applications
Professional Certification

The AAHAM Certified Revenue Integrity Professional exam is intended for anyone in the revenue cycle industry to help ensure that facilities effectively manage their charge master, and bill and document appropriately for all services rendered to a patient. This certification requires an in-depth, working knowledge of various revenue cycle areas and proper skill sets needed to increase revenue and reimbursement for facilities. It also ensures that proper charging takes place to maintain compliance within the insurance payer programs.

The four hour online, proctored AAHAM CRIP exam contains 240 multiple-choice and true/false questions. A score of 70% must be achieved on each section of the exam to pass. The exams are offered on a monthly basis.

The exam is comprised of four sections:
1. Overall Review of Charge Capture
2. Ancillary Services
3. Surgical Services and Procedures
4. Recurring Outpatients and Clinical Services

AAHAM CRIP Eligibility:
The AAHAM CRIP exam is only available to national AAHAM members, in good standing. Candidates must have a minimum of either two years of healthcare experience or a two-year college or university associate’s degree.
# Preparing for the Exams

AAHAM certification examinations require comprehensive working knowledge of patient account management, National governmental regulations and policies that govern revenue cycle procedures. However, hands-on experience is not sufficient; candidates will need to enhance and refresh their knowledge through independent and group study programs. Participation in coaching sessions sponsored by your local chapter or the national organization is highly recommended (see [www.aaham.org](http://www.aaham.org) or contact your affiliated chapter).

## CRIP Study Manual

AAHAM offers a comprehensive CRIP exam study manual covering all of the information you need to pass the exam. A digital version CRIP study manual is included for FREE in the exam registration fee. A print version of the manual is also available to purchase for $199 for those who prefer a hard-copy format. The manual is written specifically for AAHAM exam, to assist you in studying for the AAHAM CRIP certification. The manual contains a wealth of helpful information for those studying for the exams. The manual’s chapters correspond to each section of the exams, with material targeted and geared toward exam questions. It features knowledge checks (practice questions) along the way to help gauge your progress.

## CRIP on-demand Training Webinar

A CRIP training webinars are available for FREE on-demand at [https://www.aaham.org/InfoHub/Webinars.aspx](https://www.aaham.org/InfoHub/Webinars.aspx). The webinar provides training directly from AAHAM’s subject matter experts, and are a great supplemental resource to the study manual. Statistically, those who have participated in our webinars have a higher exam pass rate than those who did not.
Q: What are the benefits of obtaining an AAHAM Certified Revenue Integrity Professional (CRIP) certification?
A: The Certified Revenue Integrity Professional validates the knowledge and skills possessed by competent mid-level revenue integrity professional. This certification is for the individual who desires confirmation and recognition of their expertise and/or for those who aspire to the executive level certification.

Q: What is the Certified Revenue Integrity Professional?
A: The AAHAM Certified Revenue Integrity Professional is an online proctored four-hour exam covering focused revenue integrity subject matter that includes Overall Review of Charge Capture, Ancillary Services, Surgical Services and Procedures, and Recurring Outpatient and Clinical Services. The exam is comprised of multiple-choice and true/false questions.

Q: Who is eligible?
A: AAHAM CRIP exams are available to National AAHAM members, in good standing. Candidates must have a minimum of either two years of healthcare experience or a two-year college or university associate’s degree.

Q: What does the exam cover and how much time do I have to take the exam?
A: Each examination is four sections. The sections include Overall Review of Charge Capture, Ancillary Services, Surgical Services and Procedures, Recurring Outpatient and Clinical Services. You are given four hours to complete a full exam two hours for two section retakes, and one hour for one section retake.

Q: When is the exam offered?
A: The exams are offered on a monthly basis, please visit https://www.aaham.org/Certification.aspx for the current exam calendar.

Q: How much does it cost?
A: The cost of taking a full exam is $199. Section re-takes cost $50 each.

Q: What study materials are available?
A: AAHAM includes a digital CRIP Study Outline in your exam fee, and a free digital version of the CRIP Exam Study Manual. AAHAM also offers the CRIP Exam Study Manual in a print format which is available for purchase. The manual is written by AAHAM specifically for AAHAM exams, designed to assist you in studying for the AAHAM CRIP certification. The manual has a wealth of helpful information for those studying for the exams. The manual’s chapters correspond to each section of the exams, with material targeted and geared toward exam questions. It features knowledge checks (practice questions) along the way to help you gauge your progress. Local AAHAM chapters may offer training opportunities as well. For more information, visit the online Chapter Certification Chair directory and contact your local chapter to find out what options they have available to help you prepare for your upcoming exam.

Q: How do I determine which chapter I am a part of?
A: You can download the Chapter Certification Chair directory from our website. Your local chapter would be the one in your state or closest geographical area.

Q: Is there an application deadline?
A: All applications must be received by the AAHAM National office at least 30 days prior to your exam date.

Q: By what method do I take the exam?
A: The examination is proctored and given online. It is a four-hour exam, one hour per section.

Q: Who can proctor my exam?
A: The exam can be taken remotely online via ProctorU, or in-person locally with a Proctor that meets one of the following criteria: An individual who holds an AAHAM CRCE, CRCP or CRIP certification, or any person who holds a current management or human resource position. A proctor cannot be the examinee’s supervisor or subordinate.
Q: What if I don’t pass all of the sections?
A: You will need to pass a minimum of two of the four exam sections to have the opportunity to retake the missed sections. If you do not pass at least two sections you will have to retake the entire exam. Retakes on the final section(s) must be taken and passed within twelve months of your original test date. Otherwise, you will have to retake the entire exam.

Q: Can I cancel my test date?
A: One exam postponement is allowed. Exam fees are not refundable or transferable.

Q: When will I be notified if I have passed the exam?
A: You will be notified immediately upon completion of the exam if they have passed or failed the exam. To pass the exam you must score a minimum of 70% correct on all four sections of the examination.

Q: Once I am certified, what is the process for recertification?
A: To retain certification, you must adhere to the following requirements:

1. Must be a member in good standing by January 31st of each calendar year. (Dues paid and recorded by the National Office.)
2. Must have attained and forwarded thirty hours of continuing education units (CEUs) to the National Office within the two calendar years following certification. Fifteen of these units must be from attendance at AAHAM related educational programs. If terminated, members will be required to retake the entire examination to become recertified.

“The University of Pennsylvania Health System (UPHS) began a voluntary CRCS certification program to support staff level persons working as part of the revenue cycle. UPHS pays for any candidate to take the test up to three times. The program is very popular with staff, which recognizes the investment that UPHS is making in their personal development. The Patient Accounting Department now offers a reward for passing the exam, paid out annually each year on the individual’s certification anniversary for as long as they maintain their certification.”

- Thomas McCormick, CRCE, UPHS
AAHAM MISSION STATEMENT

To Provide Education, Certification, Networking, and Advocacy for Healthcare Revenue Cycle Professionals

Providing Excellence in the Business of Healthcare