



October 1, 2019

RE: IMPORTANT—New CMT/CHDS Recertification Policy Changes

Dear CMTs/CHDSs,

The mission of the Credentialing Commission for Healthcare Documentation (CCHD) is to serve the healthcare documentation industry through developing, deploying, and maintaining AHDI’s credentialing examination(s), credentialing program policies, and all policies related to recertifying and continuing education requirements.

To support the new roles and responsibilities healthcare documentation specialists have been assuming over the past decade, the CCHD has changed the recertification policy to now require Professional Development (PD) credits. This change ensures exposure to education focused on professional growth, technical performance, and other business-related subjects.

The CCHD has also combined the Technology & the Workplace (TW) and MT Tools (MTT) categories into one category, to now be called Technology & Tools (TT).

Lastly, the CCHD has reassigned the number of required credits in each category beginning January 1, 2020.

REQUIRED CORE AREAS	REQUIRED CREDITS
Clinical Medicine (CM)	8
Technology & Tools (TT)	8
Medicolegal (ML)	4
Professional Development (PD)	6
OPTIONAL AREAS	OPTIONAL/ADDITIONAL
Complementary Medicine (CoM); or additional credits in core areas	4
TOTAL	30

As an added benefit, the CEC Requirements Table has been updated to include new level-2 content suggestions in each category, providing even more opportunities by which to earn diverse CECs.

Now more than ever, AHDI’s credentialed individuals need to be recognized as the professionals they are and trusted with the accuracy, security, and integrity of the healthcare data to which they are given access.

To recap, January 1, 2020, the following policy changes will take effect:

1. Professional Development (PD) is now a Required category (not Optional) for recertification.
2. Technology & the Workplace and MT Tools categories were combined and is now called Technology & Tools (TT).
3. Redistribution of the number of credits based on the new category parameters include 8 credits be obtained in Clinical Medicine (CM), 8 credits be earned in Technology & Tools (TT), 4 credits be earned in Medicolegal (ML), and 6 credits be obtained in Professional Development (PD). The remaining 4 credits may be earned in any of the Required categories and/or from the Optional category of Complementary Medicine.

Complete and detailed recertification guidelines, resources, and downloadable forms are available at <https://www.ahdionline.org/CHDSCMRecert>.

If you have any questions about these changes or need clarification as to the credit-worthiness of a particular product, session, article or course, please contact the Credentialing Department by phone at 800-982-2182 or by email at credentialing@ahdionline.org.

Sincerely,

Susan Dooley, MHA CMT, AHDI-F
Credentialing Commission of Healthcare Documentation, Chair (2019-2020)