



**AAHAM**

American Association of Healthcare  
Administrative Management

*The Premier Organization for  
Revenue Cycle Professionals*

**2022**

**AAHAM  
Certified Revenue  
Integrity Professional**



**Information  
& Applications**

**F**or over 40 years, AAHAM certifications have become the standard and defined new levels of professionalism in healthcare administrative management and patient financial services. Certification is an investment in your personal growth and your professional future.

Earning an AAHAM certification demonstrates your:

Commitment – to your profession and your ongoing career development

Expertise – that you possess the knowledge to meet the industry’s highest standards and the capacity to pass a rigorous certification examination

Professionalism – in your pursuit of excellence to the quality of service in your career and the healthcare industry.

AAHAM certification gives you a powerful competitive advantage with prospective and current employers:

- Gain recognition and access to the positions and promotions you seek and deserve
- Build a network of connections in the influential group that shares your designation
- Continue to expand your skills and expertise through your commitment to continuing education

## 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.

# Benefits of AAHAM certification

For over forty years, AAHAM's elite certification examinations have set the standard of excellence in patient financial services and the revenue cycle. AAHAM certifications are an investment in your personal growth and your professional future.

## Earning an AAHAM certification demonstrates:

- Commitment – to your profession and your ongoing career development
- Expertise – that you possess the knowledge to meet the industry's highest standards and the capacity to pass a rigorous certification examination
- Professionalism – in your pursuit of excellence to the quality of service in your career and the healthcare industry.

AAHAM certification gives you a powerful competitive advantage with current and prospective employers:

- Improve your earning potential
- Gain recognition and access to the positions and promotions you seek and deserve
- Build a network of peers in the influential group that shares your designation
- Continue to expand your skills and expertise through your commitment to continuing education

## AAHAM CRIP Study Manual

AAHAM CRIP certification can give you a powerful competitive advantage with employers. The CRIP certification demonstrates that you have mastered the common body of knowledge for your profession. AAHAM Study Manuals will help assist you in preparing for the AAHAM certification program. These manuals are the gateway to studying for and passing these exams. The manual includes review questions and study tips.

Log on to [www.aaham.org](http://www.aaham.org) for more information and to order your AAHAM CRIP Exam Study Manual today!

## 2022 AAHAM Certification Calendar

January 17-21, 2022  
January 2022 exams

February 21-25, 2022  
February 2022 exams

March 21-25, 2022  
March 2022 exams

April 18-22, 2022  
April 2022 exams

May 16-20, 2022  
May 2022 exams

June 20-24, 2022  
June 2022 exams

July 25-29, 2022  
July 2022 exams

August 22-26, 2022  
August 2022 exams

September 19-23, 2022  
September 2022 exams

October 17-21, 2022  
October 2022 exams

November 14-18, 2022  
November 2022 exams

December 12-16, 2022  
December 2022 exams

## FAQs AAHAM Certified Revenue Integrity Professional

**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 Study Outline in your exam fee. AAHAM also offers an Exam Study Manual 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 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: 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: There are no postponements or refunds. Exam fees are non-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*



American Association of Healthcare  
Administrative Management

*The Premier Organization for  
Revenue Cycle Professionals*

*Providing Excellence in the Business of Healthcare*