



Recertification Requirements

Following successful completion of the CPHQ examination, the certificant is required to maintain certification by fulfilling continuing education (CE) requirements, which are reviewed and established annually by HQCC. The recertification requirements are as follows:

- Obtaining and maintaining documentation of 30 CEs over the 2-year recertification cycle.
 - CE must be earned during your recertification cycle and cannot be earned during the grace period.
 - CE cannot be earned for activities completed as part of your job-related functions. This includes full-and-part-time employment as well as contract work.
- Current employment in the quality management field is not required to maintain active CPHQ status.

Although NAHQ does send out communications to candidates that are eligible to recertify, it is the candidate's responsibility to know their deadline for their recertification of the CPHQ. An overview of the process for maintaining your certification can be found on the NAHQ's website at www.nahq.org.

Recertification Cycle

Each recertification cycle is 2 years in length, beginning January 1 of the year following completion of the certification examination or prior to the recertification cycle. The cycle ends December 31 of the second year, and your recertification application is due by that day. If you do not recertify by the deadline, you can recertify by January 31 of the following year with a late fee however CE cannot be earned during this timeframe.

* Please refer to the [CPHQ Recertification Handbook](#) for additional information.