Setting the Standard for Quality in Healthcare Interpreting



Certification Commission for Healthcare Interpreters

Ace It! Tips for Taking the CoreCHI™ Written Exam March 2018 Natalya Mytareva, Core-CHI™, CCHI Executive Director ©2018, CCHI

Certification Commission Healthcare

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PROGRAM

The Certification Commission for Healthcare Interpreters



Accredited by a third party - National Commission for Certifying Agencies (NCCA)



foundational values of CCHI

> CCHI certification programs are for interpreters of ALL languages

Each certification is a continuously evolving program

Healthcare





CCHI's certification:

- high-stakes examinations for many candidates for whom employment or hiring decisions may be based.
- The validity and integrity of the examinations are critical. Therefore, exam specifications are <u>based on the national Job</u> <u>Task Analysis (JTA) study results (conducted in 2010, 2016).</u>



The JTA study results

indicate that the healthcare interpreter's knowledge, skills and abilities can be assessed in two ways – through
1) multiple-choice questions
2) performance items.

CCHI has the two corresponding examinations:
1) CoreCHI™
2) CHI™ exam in Arabic, Mandarin, and Spanish

Core Certification Healthcare Interpreter™ (CoreCHI™)

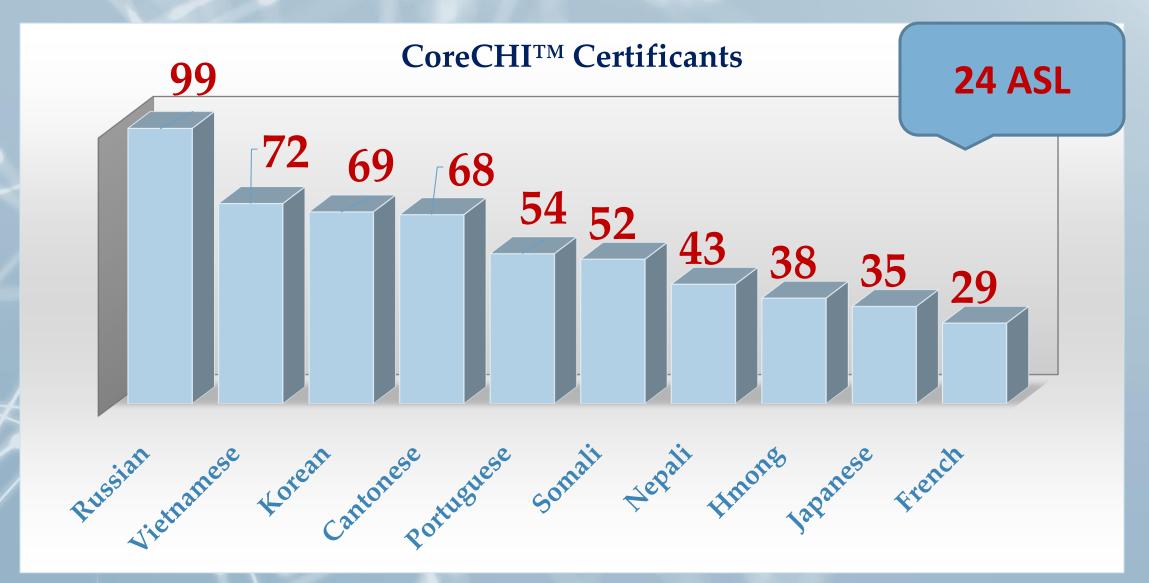


CoreCHI is THE one certification every interpreter of every language *needs to* have and *can* have today.

Measures the core professional knowledge that distinguishes a healthcare interpreter from a *bilingual*, including knowledge of

- safety precautions, universal protocols and HIPAA
- working in health and health care various settings
- Measures critical thinking and ethical decision-making abilities that are vital for the interpreter as a member of the care team

CCHI Certification Commission for Healthcare Interpreters Top 10 CoreCHITM Languages



The CoreCHI™ Exam

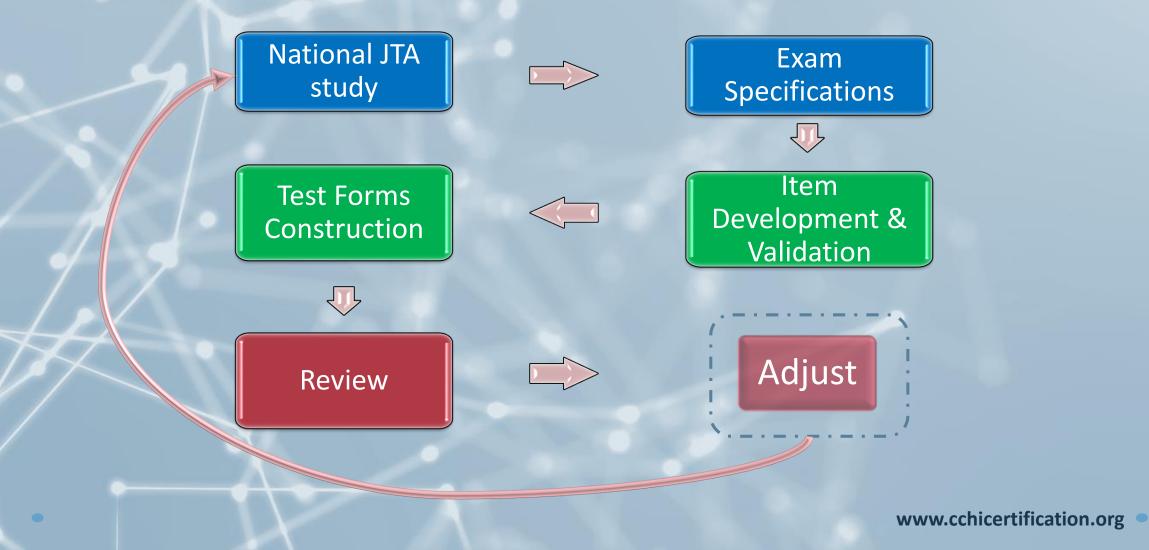
> Is the same for two certification types offered by CCHI:

- ➤ The CoreCHI[™] certification awarded after passing the CoreCHI[™] exam
- ➤ The CHI[™]- Arabic, Mandarin, Spanish certification after passing the CoreCHI[™] exam, candidates must take and pass the oral performance CHI[™] exam.
- Computer-based

Hil

- > 100 Multiple Choice Questions in English
- 2 hours to complete
- Can be scheduled at any time throughout the year (no specific testing windows)

CCHI's Test Development Process



NCCA Accreditation Standards



- All examination items are written by subject matter experts (SMEs) in the field of practice – healthcare interpreting.
- Each panel of SMEs must represent the relevant characteristics of the population to be certified, i.e. of the healthcare interpreters currently practicing. The process of recruitment and involvement of SMEs must prevent the undue or disproportionate influence of any individual or group.
- Each item writer and reviewer is trained in writing, reviewing, editing, and validating items.
 - Each item is reviewed and validated by other SMEs and must have at least one verifiable reference.



02.23.2018



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> INTERPRETER NEWS Interpreter Conferences Listing

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Civic Engagement Toolbox for Healthcare Interpreters



training requirement online at MITS Click here for more info!





Info about the exam

www.cchicertification.org



Healthcare Interpreters

I need to get Certified

Congratulations on taking the first step toward becoming a certified healthcare interpreter. The Certification Commission for Healthcare Interpreters (CCHI) welcomes you to our national medical interpreter certification program.

CCHI proudly offers two examinations for you to become a professional healthcare interpreter.

- Core Certification Healthcare Interpreter™ examination (CoreCHI™) for interpreters of all languages
- Certified Healthcare Interpreter™ examination (CHI™) for Spanish, Arabic, & Mandarin interpreters

How to Apply

FAQs

Get Involved

Eligibility Criteria Fees

Candidate's Examination Handbook

Apply or Continue Your Application

Listen to the webinar about CCHI's exams

Prerequisite Beginner-level Training Programs

ADA Accommodation Procedures

Certification Process Overview

Keep your CCHI Profile current

Resources to help you prepare

Interpreting Industry Conferences

CCHI Policies, including Retake policies

Understand the Benefits of Certification



Get Certified: Basic Steps MORE



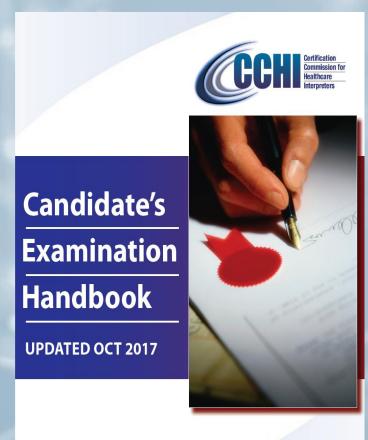


Prepare for

Your Exam

CCCHI Commission for Healthcare Interpreters Candidate's Examination Handbook

www.cchicertification.org/images/pdfs/candidatehandbook.pdf



Core Certification Healthcare Interpreter™ (CoreCHI™) Certified Healthcare Interpreter™ (CHI™)



Target Audience: Entry-Level Healthcare Interpreter

A person who is able to

- perform the functions of a healthcare interpreter competently, independently, and unsupervised
- in any setting and in any modality where health care is provided,
- with the knowledge, skill, and ability required to relay messages accurately from a source language to a target language in a culturally competent manner and in accordance with established ethical standards.

> Cultural Responsiveness - 19%

U. S. Healthcare System - 15%

> Healthcare Terminology -22%

Critical thinking & decision-making abilities

Professional Responsibility and Interpreter Ethics -22%

Manage the Interpreting Encounter - 22%



CoreCHI[™] Examination: Domain I. Professional Responsibility and Interpreter Ethics



Tasks

Certification Commission for

Healthcare Interpreters

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Maintain the role boundaries

Present self in a professional manner

Assess the need for advocacy Adhere to safety measures

CCH Certification Commission for Healthcare Interpreters Domain I. Professional Responsibility and Interpreter Ethics

Task: Maintain the boundaries of the interpreter's professional role by refraining from personal involvement in order to respect the needs and contributions of all parties.

Knowledge of:

- Healthcare interpreter codes of ethics and standards of practice
- Roles of all parties in a healthcare encounter
- Consequences if boundaries are violated

Skill in:

- Applying critical thinking skills
- Adhering to the interpreter role while maintaining transparency
- Redirecting patients' questions and requests to appropriate healthcare team members

CCHI Certification Commission for Healthcare Interpreters Domain I. Professional Responsibility and Interpreter Ethics

Task: Adhere to personal and occupational safety measures by following standard precautionary protocols to reduce the risk of harm and disease.

Knowledge of:

Occupational health risks and their corresponding protocols and safety procedures (e.g., personal protective equipment, universal precautions)

Skill in:

Abiding by standard operating procedures

Asking for information on safety protocols

CoreCHI[™] Examination: Domain II: Manage the Interpreting Encounter



Tasks

Certification Commission for

Healthcare

Interpreters

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Manage the flow of communication

Manage unfamiliar terms and concepts

> Monitor one's own competence and limitations



Domain II. Manage the Interpreting Encounter

Task: Manage the flow of communication from the start of the encounter to the end by adhering to professional standards of practice to support effective communication.

Knowledge of:

- Healthcare interpreter codes of ethics and standards of practice
- Various modes of interpreting
- Obligations to all parties
- Healthcare specialties, policies, protocols, and procedures
- Proper positioning to support effective communication
- Modalities of interpreting (in-person, telephonic, video remote)



Domain II. Manage the Interpreting Encounter

Task: Manage the flow of communication from the start of the encounter to the end by adhering to professional standards of practice to support effective communication.

Skill in:

- Promoting direct communication between provider and patient
- Setting ground-rules (e.g., pre-session, pre-conference, introduction)
- > Intervening at the least intrusive level of disruption appropriately and incrementally
- Monitoring for comprehension
- Adapting to the physical environment (e.g., positioning, lighting, volume) and modality of interpreting (in-person, telephonic, video remote)
- Choosing mode and switching as needed
- Asking for pauses
- Managing register and style
- Maintaining transparency
- Gathering and providing feedback after encounters
- > Working effectively as a member of a team



Domain II. Manage the Interpreting Encounter

Task: Manage unfamiliar terms and concepts in a manner that maintains transparency and supports effective communication for all parties.

Knowledge of:

- Research tools and resources
- Techniques for intervening and clarifying

Skill in:

- Interpreting accurately and completely
- Matching register and style
- Correcting errors
- Maintaining transparency
- Asking for clarification
- Establishing equivalence

Resources to Prepare for CCHI Exams



Share Your Story

Healthcare interpreters change their world one word at a time.





MORE



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How CLI has made a difference >

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- Meet Our People

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The CCHI Test Content Outline & Exam Specifications are available from

http://www.cchicertification.org/certification/certification-

<u>resources</u>

(2 pdf files at the Certification Resources page) http://www.cchicertification.org/images/pdfs/CCHI_Test_Content_Outline-2017.pdf http://www.cchicertification.org/images/pdfs/2017-CoreCHI_Exam_Specs-brochure.pdf







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Certification: Certification Resources

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03.21.2018

Certification Resources



Healthcare Interpreters make a difference one word at a time!

Professional healthcare interpreters provide the assurance of safety, accuracy, respect of boundaries, and transparency required in any healthcare setting and any interpreting modality.

Please review the following materials to get ready for your examinations.

- Candidate's Examination Handboo
- Certification Process Overview
- Study Checklist
- CoreCHI[™] Exam Study Tips
- CCHI Resources Guide for the CoreCHI™ Examin
- Infection Control and Industrial Safety for Medical Interpreters
- CoreCHITM Practice Exam (You are not required to take this exam.) First create an account (it's a different website than your CCHI Profile account), then click on the title to purchase the exam.
- CHI™ Oral Performance Exam: What to expect & How to Prepare (updated Feb 2017)
- CHI™ Practice Exams (You are not required to take this exam); Available on our training module site http://cchiinterpreters.org. These practice exams are free, just click on the exam title and enter the enrollment code specified in the description.

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INTERPRETER NEWS

Interpreter Conferences Listing

#AddCCHI - apply by 12/31/18

Civic Freement Toolbox for Healthcare Interpreters

40 HOUR MasterWord[®] INTENSIVE TRAINING NOW ONLINE You can fulfill the 40-Hr training requirement online at MITS

Click here for more info! "CLICK" for TIN's current trainings for interpreters

"Certification Resources" webpage:

- Study Checklist
- CoreCHI Study tips
 - **CoreCHI Practice Exam**



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Certification: Certification Resources

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Certification Resources

Healthcare Interpreters make a difference one word at a time!

Professional healthcare interpreters provide the assurance of safety, accuracy, respect of boundaries, and transparency required in a healthcare setting.

When it comes to facilitating communication in a clinical encounter between parties that don't speak the same language, there is a large difference between bingual individuals and professional healthcare interpreters. Trained healthcare interpreters understand medical terminology in both languages and employ professional techniques to handle the complexities that arise with patients, families, and healthcare providers. Healthcare interpretengits a profession life with under such textures the same and textures are providers.

Candidate's Examination Handbook

CCHI Resources Guide for the CoreCHI™ Examination

- Webinar: CoreCHI^M Credential Exam for Interpreters of All Languages (February 7, 2014)
- · Webinar: How to Apply for and What to Expect at CCHI Exams
- · Webinar: How to Prepare for CCHI Exams
- · CoreCHIPS Practice Exam (you will leave CCHI's website for the online store Vantage)
- * Take the CHIT* sample exams in Arabic, Mandarin, or Spanish.

CCHI Multilingual Mini-Glossaries

Use this link to access the page where you can download thematic mini-glossaries by the language: http://www.cchicertification.org/certification-resources/mini-glossary-signup. It's free! just sign up with your email.

Medical terminology in multiple languages:

- Use this link to MedlinePlus to find health information in languages other than English: http://www.nlm.nih.gov/medlineplus/languages/languages.html
- · Healthy Roads Media provides health information in many languages and multiple formats
- (printout, nudio, web-video, iPod video) at http://www.healthyrondsmedia.org • Health information translations into multiple languages are available at:
- https://www.healthinfotranslations.org
- This Australian site has health information in multiple languages (keep in mind that the English language in Australia is different than the U.S. English, yet the site is helpful for practicing non-English terminology): http://www.mhcs.health.nsw.gow.au /publicationsndresources/resources/publicationsndresources/resources-by-language

· CCHI Eligibility Requirements

- Test Content Outline
- Beport on CCHI's Job Task Analysis Study and Results
- Technical Report on the Development and Pilot Testing of CCHI's Examinations (CoreCHI^{'s} and
- CHI¹⁰⁶-Spanish)
- Technical Report on the Development and Pilot Testing of the Certified Healthcare Interpreter⁴⁴⁴ (CHI⁴⁴⁴) Examination for Arabic and Mandarin
- Why Do Healthcare Interpreters Choose CCHI Credentials?
 Interpreters Brief
 Interpreters Frequently Asked Questions
 CCHI Certified Healthcare Interpreter** Brochure
- CCHI History

Standards & Ethics

- The National Council on Interpreting in Health Care (NCIHC) National Standards of Practice for Interpreters in Health Care
- California Healthcare Interpreter Association (CHIA) California Standards for Healthcare
- Interpreters

 Interpreter Association (IMIA) Medical Interpreting Standards of
- International Medical Interpreter Association (IMIA) Medical Interpreting Standards of Practice

Examination Fees

Application - \$35

Get Certified Find a Credentialed Healthcare Interpreter Find an Accredited Training Provider

California Announces OCHI Certified Healthcare Interpreters Gam Recognition in Workers' Compensation System

INTERPRETER SPOTLICHT

SUPPORTR SPOTLIGHT Certified Languages International (CLI) How CLI has made a difference >

How to Prepare

Mini-Glossaries Medical Terminology links Codes of Ethics

CCHI's Online Training Portal

http://cchiinterpreters.org

- Create a free account
- Remember your username & password (!)
- Login top left, above the CCHI logo:

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CCHI's Online Training Portal http://cchiinterpreters.org

CoreCHI™ Practice Exam:

- > 30 practice questions
- Click on title or image to access
- between 3/12-6/12 free, enter key "addCCHI2018"
- > after 6/12/18 -\$30





The Certification Commission for Healthcare Interpreters administers a national, valid, credible, vendor-neutral certification program for all healthcare interpreters – and the public good.

CCH is a 501(c)(8) organization whose mission is to develop and administer a comprehensive confinitionia program for interbilizare interpreting together representatives from national and regional non-profit inseptreting seasciences. Inguage companies, community based organizations, educational institutions, hospital, health systems, healthcare providers, and advocates for individual with LFC. COL generated by extender Commissioners who represent various stakeholders of the healthcare inserpreting inductory.

Welcome to our online resources website

This website offers online training modules for interpreters who seek certification, for our certificants, and volunteers.

To enroll in any online module (e.g. CoreCHTM Protectice Examination or a CE Webinar), click on its title. If you don't have an account yet, you would be prompted to create one. After you create an account, you will be ready to login and enroll. Please make sure to save the username and password you create for this account, because it is different than the account you may have for CCH Profile where your applications are stored. To reset your password, contact us at info@Chitertification.org.

To access the CoreCHI™ Practice Examination, for example, click on its title or image. For a limited time, from March 12, 2018 until June 12, 2018, this practice exam is free. To start the exam, enter the enrollment key: addCCHI2018 on the page that appears after a uncide control the title. Your enrollment is noted for 6 months after the date of enrollment. The fea atter Fri2/18 is 320.



CHITM-Spanish Practice Examination 🕑 CHITM-Mandarin Practice Examination...

he CHTM-Spanish Practice Examination is meant a capairil candidates who plan to take the HIT^{SS}-Spanish or aperformance earns with the scale and difficulty level. This is a safe sessment tool, and no <u>moview or scoring will be</u> be provided by CCH.

intert of this practice exam is to give you. The intert of this practice exam is to give you. The intert of this practice exam is to give an other practice with a or you of content that you can expect to have the practice exam is the practice example. The content that you can expect to have the practice example of the actual exam is the exam in the pagest section of the same, however, we actual exam is the practice section of the actual exam is the actual exam is the practice section of the same, however, we actual exam is the practice section of the same, however, we actual exam is the practice section of the same, however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however, we actual exam is the practice section of the same however however, we actual exame however, we provide section of the same however, we actual exame however, we provide section of the same however, we actual exame however, we provide section of the same however, we actual exame however, we however however however, we however however actual exame however however however however however however however however actual exame however actual exame however however however however however howe

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healthcare interpreter with Spanish as their interpreter with Spanish as their interpreter with Spanish as their interpreter set of the Share Share CH^{III} Againsh Pactice Examisation is their Share Sha For a limited time, CCHI offers this Practice Examfree of charge. To access the exam, click on the tible and on the next screen enter the enrollment code: addeCCH2081 (can sensembly). <u>This offer</u> <u>expires on lune 12, 2018</u>, however, you can access the exam for 6 months after the date of enrollment. After 6/12/18, the fee is 530.

CoreCHI™ Practice Examination

The CoreCHTM Practice Examination consists of 30 multiple-choice questions. The questions are divided into the same domains that appear on the actual CoreCHTM certification examination. The examination will be scored and feedback is

provided. Correct answers and expanators or both correct and incorrect answers will also be provided. However, no diagnostic information on performance to indicate readiness is offered.

The intent of this practice examination is to give you experience with a computer-based test delivery system, and to provide information regarding the format of the questions and the type of content that you can expect to see on the formed bit the sufficient examination.

> You may access the practice exam for a period of 6 months following your purchase date. You will be able to take the exam up to 10 times during this eligibility period. For each attempt, you will have up to three (5) hours to complete the test. You may fog off and return at your convenience within the "month" highlity period. Each new attempt will show your previously selected memory and another the max assessments in months.

change them if you wish. Your score on the practice exam is NOT predictive

ho should take this exam:

Any healthcare interpreter is allowed to take this exam. The CoreCHTM Practice Examination is appropriate for those who would like to practice

The CHITM-Mandarin Practice Examination is Por a limits meant to acquaint candidates who plan to take free of cha the CHITM-Mandarin oral performance exam with tible and or

CCHI's Online Training Portal

ertification

Commission for Healthcare Interpreters

http://cchiinterpreters.org

- If you have already taken 1 CE course or practice exam, after your login, you see the courses you are enrolled in.
- To see all what's available scroll down to the bottom of the page, to "All courses"



Logistics: At the CoreCHI[™] Exam

- Bring the CoreCHI^M Notice to Schedule to the test center and a photo ID.
- Arrive early so you can park, etc.
- You are NOT allowed to take anything into the testing room (no phones, bags, paper, pens, etc.).
- > A proctor will be monitoring the exam.
- You will have about 15-20 minutes to read the instructions.
 This time does not count towards the exam.
- The exam lasts 2 hours (120 minutes). Even if you don't finish after 2 hours, the exam will stop.

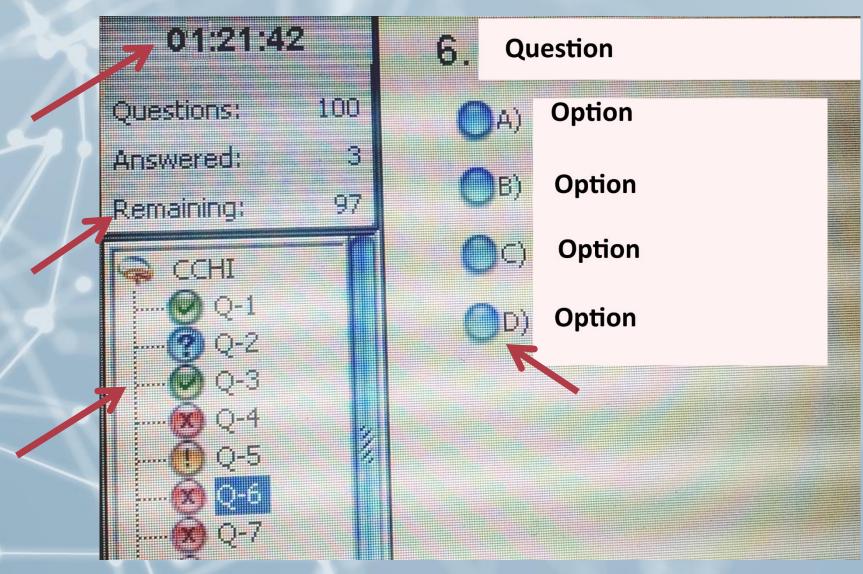


At the CoreCHI[™] Exam

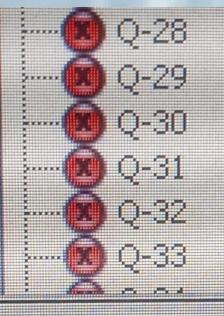
- A timer on the screen will show you how much of the exam's time is left.
- You may "Mark" a question or skip it, and go back to it at the end, before you submit the exam.
- You may change the font size or look by clicking on the "Font" button (first button on the left below the question's options).
- At the end of the exam, if you have the time left, you may click back and review your answers.
- If you experience any IT issues call the proctor's attention immediately.

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CoreCHI™ Exam Screenshot



CoreCHI™ Exam Screenshot



🖲 Unanswered 🖸 Answered

🗊 Marked

🕐 Mark-Answered

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Calculator

<u>Mark</u>

CoreCHI™ Exam Screenshot

www.cchicertification.org

<u>Finish</u>

Next



At the CoreCHI[™] Exam

> Your final step is to press the "Finish" button.

- After that, the proctor will be able to print our your score report, and you'll know if you passed the exam.
- If you have any comments about the testing experience, you must submit them in writing to CCHI within 5 days of your exam to info@CCHIcertification.org.



How is the CoreCHI[™] exam scored?

Scoring for this exam, as for any multiple choice exams is automated, i.e. done by a software not humans.

Total scores are weighted according to a proprietary psychometric formula and scaled to the distribution of 300 to 600 with the passing score set at 450 points.

Each domain has a different weight, and we can't say how many questions need to be answered correctly for passing.



777 Mariners Island Blvd, Suite 200 San Mateo, California 94404 Telephone (800) 947-4228 FAX (650) 692-9307 www.comiratesting.com

Certification Commission for Healthcare Interpreters Computer Test Report

Name: Johnny c Appleseed IV Test Date: 12/21/2017 Test Site: ABS00000

Test Level: CCHI CoreCHI Exam

Dear Johnny Appleseed :

Thank you for taking the CCHI CoreCHI Exam .We regret to inform you that you did not pass the examination.

You will receive your official score notice from CCHI within 2 weeks from this report. You may retake this exam in 90 days. CCHI will send you a reminder at that time or you may contact CCHI at info@cchicertification.org.

A summary of results for each of the exam's content domains is provided below. Content (domain) area scores

are reported as the percent correct. CCHI makes pass/fail decisions at the whole test level, and your total score is not the average of your content area performance. Please recognize that since the examination is scored on a totality, this information is intended only as a guide. In order to improve your score, you need to review and study for all content domains of the exam. We hope this information helps guide you in studying before you retake the examination.

Passing Score: 450 Your Score: 119 Pass/Fail Status: Fail

The following shows your performance in each section of the exam: Domain 1. Professional Responsibility and Interpreter 5% E Ethics

Domain 3. Healthcare Terminology

Domain 5. Cultural Responsiveness

Sincerely,

Domain 2. Manage the Interpreting Encounter

21% Domain 4. U.S. Healthcare System 8%

5%

Score Report

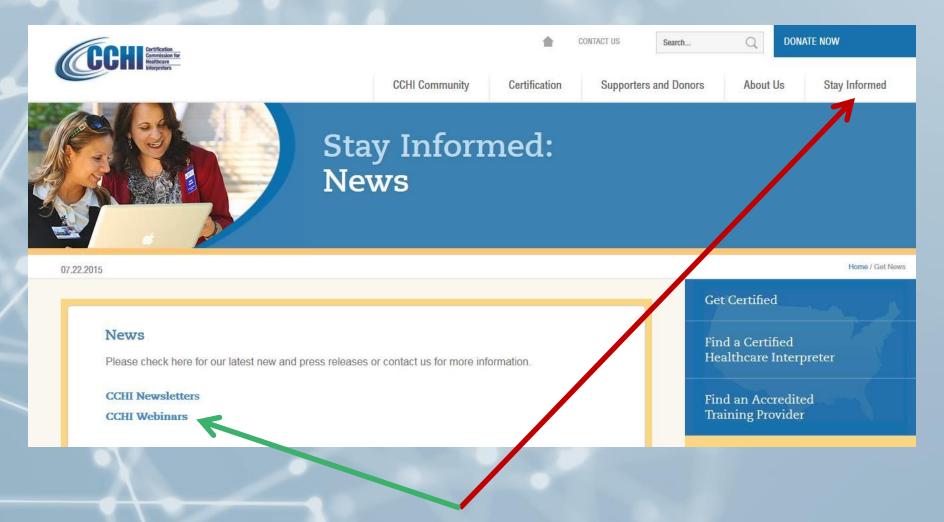


- If you did NOT pass, you may re-take the exam only after 90 days of the date of your original exam date.
- If you failed, you will need to pay the CoreCHI™ fee (\$175) again and repeat the process.
- **CCHI** allows up to 3 takes within one year.

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If you have concerns about your score or wish to appeal it, please submit them in writing to CCHI at appeal@CCHIcertification.org.

Where to find webinars & their recordings/ppt slides



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Spring Cycle: April-May Fall Cycle: September-October



CCHIcertification.org

#AISCONSTRUE

Discover Healthcare Interpreting CoreCHI™ Scholarship

> Up to 5 full scholarships, \$210 each, will be awarded to CoreCHI™ candidates.



#AddCCHI



#ADDCCHI

If you have another certification, you can earn the following credentials at a discounted rate:

CoreCHI™ for \$150 CHI™ for \$300

> Offer valid until 12/31/18.

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http://www.cchicertification.org/57-stay-informed/news/237-power-addcchi

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