

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



The Certification Commission for Healthcare Interpreters





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



Inclusiveness and Fairness

- foundational values of CCHI
- > CCHI certification programs are for interpreters of ALL languages
- > Each certification is a continuously evolving program





CCHI's certification:

- high-stakes examinations for many candidates for whom employment or hiring decisions may be based.
- The <u>validity and integrity</u> of the examinations are critical. Therefore, exam specifications are <u>based on the national Job 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™)

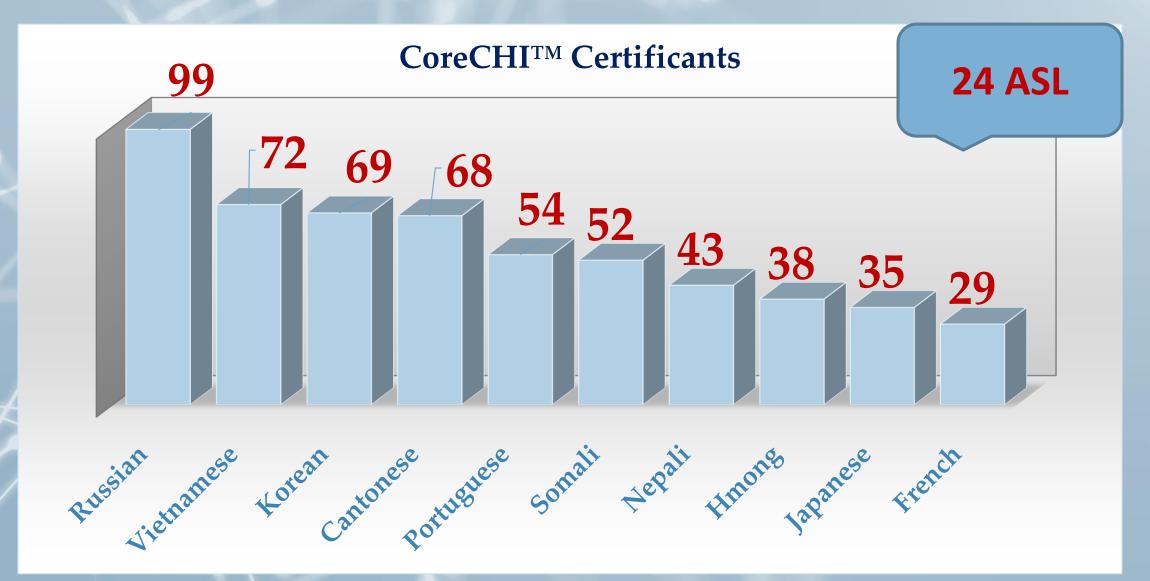


CoreCHI is THE one certification every interpreter of every language *needs to* have and *can* have today.

- 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



Certification Commission for Healthcare Interpreters Top 10 CoreCHI[™] Languages



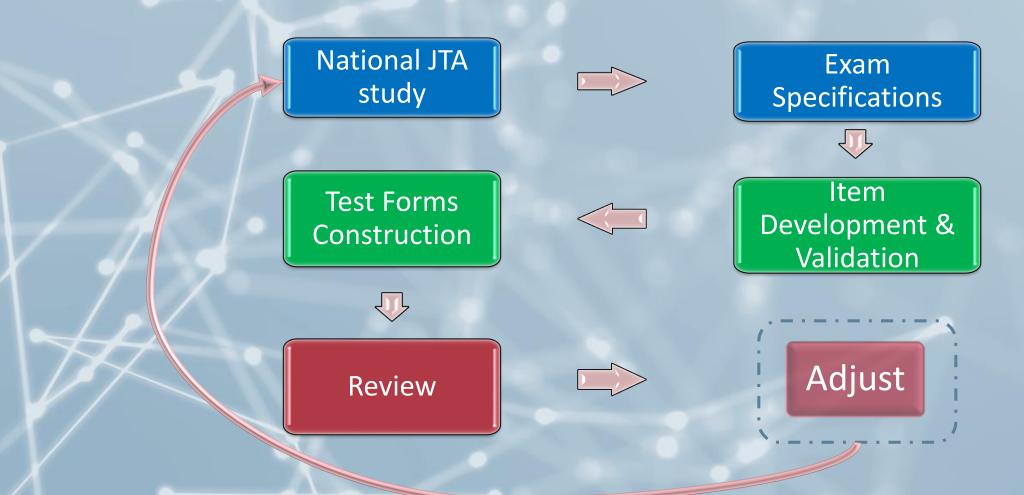


The CoreCHI™ Exam

- > 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
 - > 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.



Info about the exam

www.cchicertification.org



CCHI Community

Certification Supporters and Donors

About Us

Stay Informed

rpreters

LOGIN to your CCHI Account

You are here: / Home / / CCHI Community / / Healthcare Interpreters

Search National Certified Healthcare Interpreter Registry

Find an Accredited Continuing Education Program

INTERPRETER NEWS

Interpreter Conferences Listing

#AddCCHI - apply by 12/31/18

Civic Engagement Toolbox for **Healthcare Interpreters**



You can fulfill the 40-Hr training requirement online at MITS

Click here for more info!

"CLICK" for TIN's current trainings for interpreters





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
- Certified Healthcare Interpreter™ examination (CHI™) for Spanish, Arabic, & Mandarin





Get Certified: Basic Steps



Find a Testing Center & Schedule

MORE



Prepare for Your Exam

Candidate's Examination Handbook **Apply or Continue Your Application**

How to Apply

Eligibility Criteria

Listen to the webinar about CCHI's exams

ADA Accommodation Procedures

Certification Process Overview Keep your CCHI Profile current

Prerequisite Beginner-level Training Programs Interpreting Industry Conferences

CCHI Policies, including Retake policies

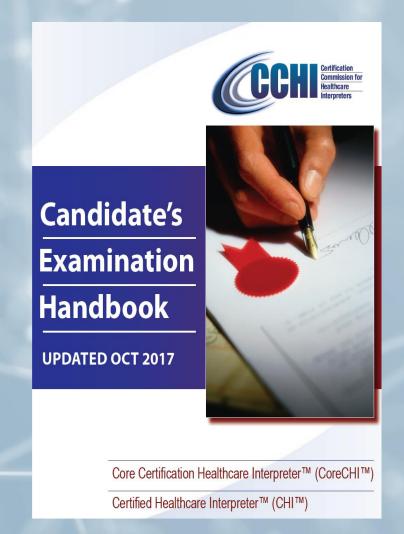
Get Involved

Understand the Benefits of Certification Resources to help you prepare



Commission for Healthcare Interpreters Candidate's Examination Handbook

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





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%

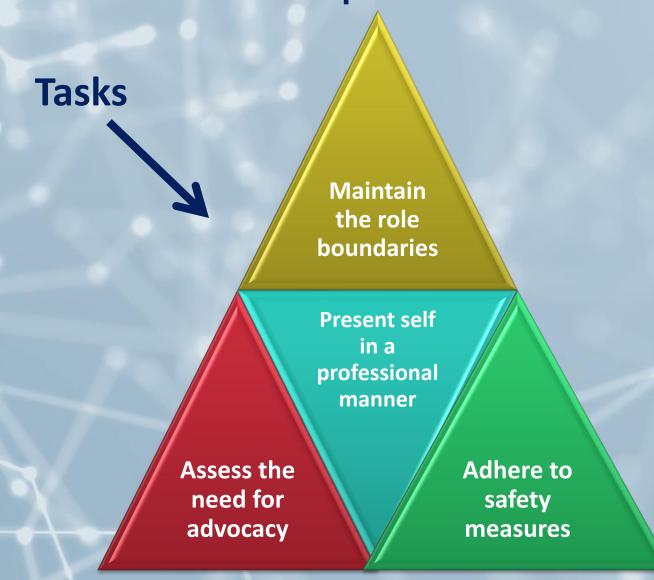
Manage the Interpreting Encounter - 22%



CoreCHI™ Examination:

Domain I. Professional Responsibility and Interpreter Ethics







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



Domain I. Professional Responsibility and Interpreters Underpreters 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:

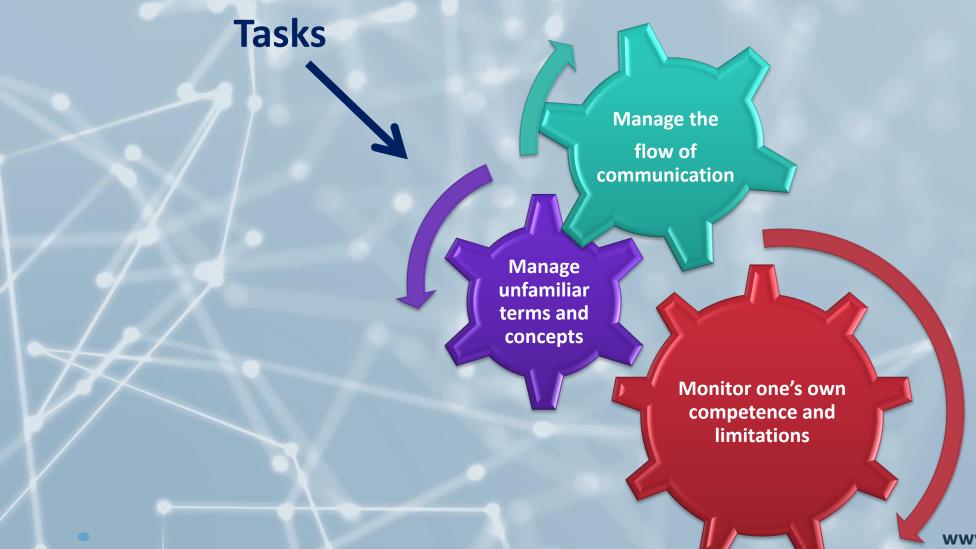
- > Abiding by standard operating procedures
- > Asking for information on safety protocols



CoreCHI™ Examination:

Domain II: Manage the Interpreting Encounter





www.cchicertification.org



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**







INTERPRETER SPOTLIGHT

SUPPORTER SPOTLIGHT

How CLI has made a difference >

- Credentialed Interpreters
- · Healthcare Interpreters
- Healthcare Providers
- Language Service Providers
 Renew Your Credential
- Training Providers
- Meet Our People

- Benefits of Certification
- Get Certified: Basic Steps
- Testing Centers & Schedule
 Volunteer Opportunities
- FAQs (certification)
- Certification Resources

- Meet Our Donors
- Become a Supporter

- Advertise with CCHI
- Resources

- Overview & Mission
- Our Team
- Policies
- History
- Annual Report
- Resources
- Contact Us

- Get News
- Subscribe
- Get Involved
- FAQs (general)



Resources for Patients

© 2014 CCHI | 1725 | Street NW, Suite 300, Washington, DC 20006 | 866-969-6665 | Privacy Policy

www.cchicertification.org



The CCHI Test Content Outline & Exam Specifications are available from

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

(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



CCHI Community

Certification

Supporters and Donors

About Us

Stay Informed

CONTACT US



Certification: **Certification Resources**

You are here: / Home / / Certification / / Certification Resources

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
- 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.

LOGIN to your CCHI Account

Search National Certified Healthcare Interpreter Registry

Find an Accredited Continuing Education Program

INTERPRETER NEWS

Interpreter Conferences Listing

#AddCCHI - apply by 12/31/18

Civic Pagement Toolbox or Healthcare Interpreters



How to Prepare

"Certification Resources" webpage:

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

www.cchicertification.org



Certification: Certification Resources

97.14.2914

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 bringual 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 interpreting is a profession filled with variety and flexibility.

- · Candidate's Examination Handbook
- CCHI Resources Guide for the CoreCHI** Examination
- Webinar: CoreCHI™ 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
- * CoreCHITM Practice Exam (you will leave CCHI's website for the online store Vantage)
- * Take the CHI** 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, audio, web-video, iPod video) at http://www.healthyroadsmedia.org
- Health information translations into multiple languages are available at https://www.bealthinfotranslations.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.gov.au /publicationsandresources/resources/publicationsandresources/resources-by-language
- CCHI Eligibility Requirements
- . Test Content Outline
- Report on CCHI's Job Task Analysis Study and Results
- Technical Report on the Development and Pilot Testing of CCHI's Examinations (CoreCHI's and CHI's Examinations)
- Technical Report on the Development and Filot Testing of the Certified Healthcare Interpreter^{est} (CHITM) 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
- 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

INTERPRETER SPOTLICHT

OCHI Certified Healthcare Interpreters Gain Recognition

SUPPORTER SPOTLIGHT

Certified Languages International (CLI) How CLI has made a difference

How to Prepare

- > Mini-Glossaries
- > Medical Terminology links
- Codes of Ethics



Commission for Healthcare Interpreters CCHI's Online Training Portal

http://cchiinterpreters.org

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





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



To enroll in any online module (e.g. CoreCHI™ Practice 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 mak

To access the CoreCHIM 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 our enrollment is good for 6 months after the date of enrollment. The fee after 6/12/18 is \$30









CCHI's Online Training Portal

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"





enroll in any online module (e.g. CoreCHI™ Practice Examination or a CE Webinar), click on its title. If you don't have an





Logistics: At the CoreCHI™ Exam

- ▶ Bring the CoreCHI™ 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.

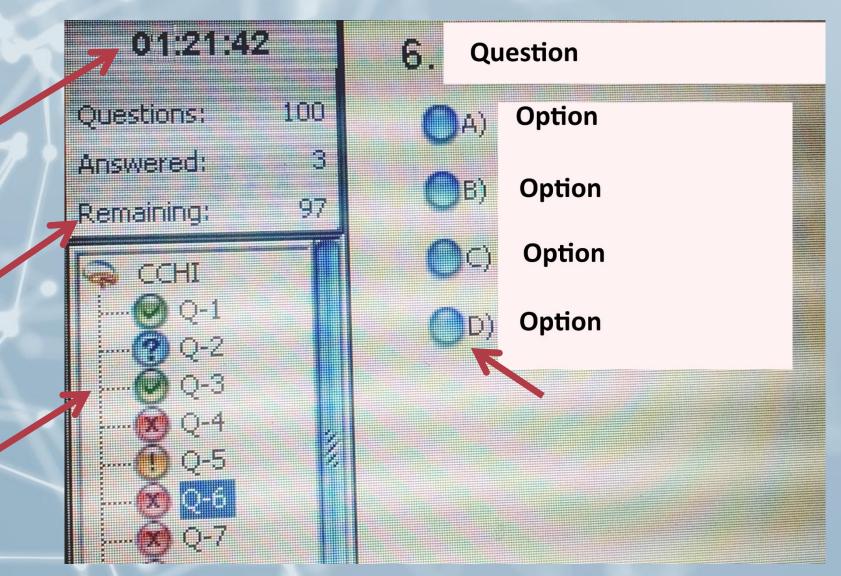


At the CoreCHI™ Exam

- > 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.

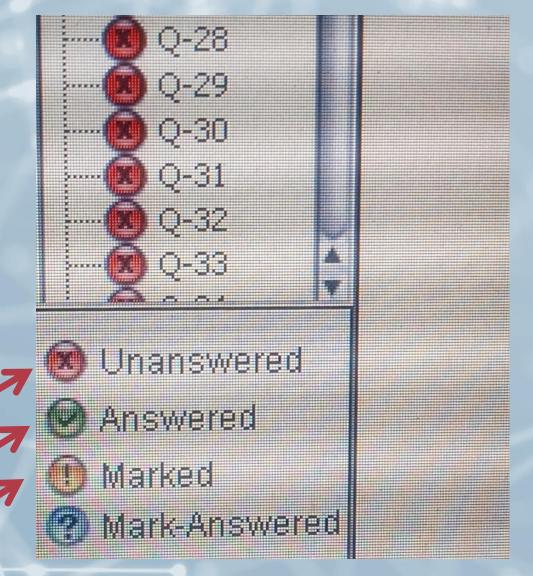


CoreCHI™ Exam Screenshot



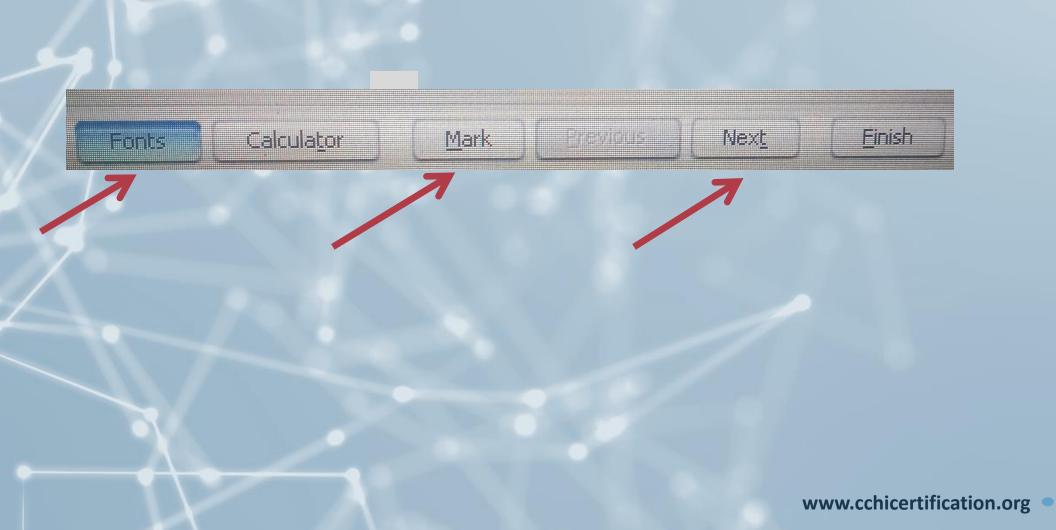


CoreCHI™ Exam Screenshot





CoreCHI™ Exam Screenshot





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 Ethics

Domain 3. Healthcare Terminology

Domain 5. Cultural Responsiveness

Domain 2. Manage the Interpreting Encounter

21% Domain 4. U.S. Healthcare System

Score Report

System 5%

Sincerely,

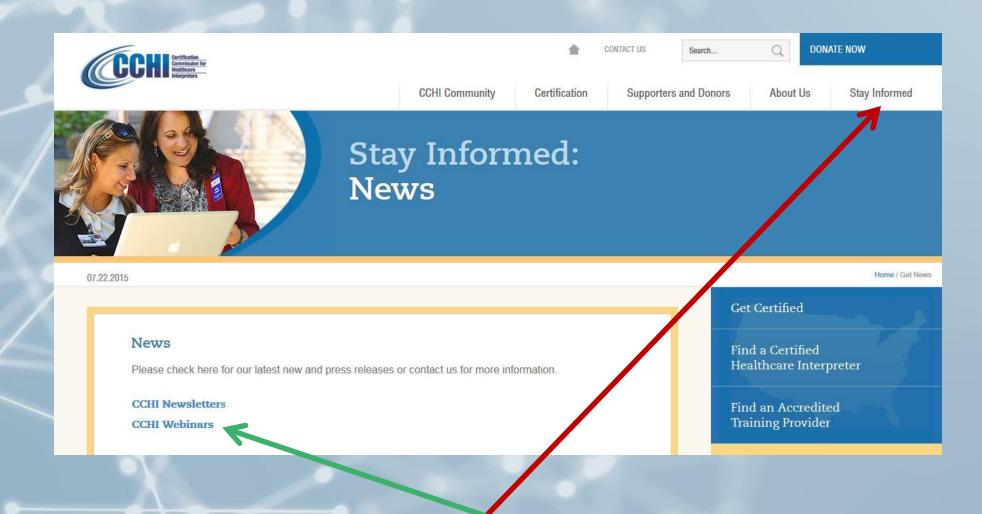


After the CoreCHI™ Exam

- ➢ 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.
- 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





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





#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.

CCHICERTIFICATION.ORG

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



Follow us on Social Media!



CONTACT US

Search...

DONATE NOW

CCHI Community

Certification

Supporters and Donors

About Us

Q

Stay Informed



Setting the Standard for Quality in Interpreting



- Credentialed Interpreters
- Healthcare Interpreters
- Healthcare Providers
- Language Service Providers
 Renew Your Credential
- Training Providers
- Meet Our People

- Benefits of Certification
- Get Certified: Basic Steps
- Testing Centers & Schedule
 Volunteer Opportunities
- FAQs (certification)
- Certification Resources

- Meet Our Donors
- Become a Supporter
- Advertise with CCHI
- Resources

- Overview & Mission
- Our Team
- Policies
- History
- Annual Report
- Resources
- Contact Us

- Get News
- Subscribe
- Get Involved
- FAQs (general)



© 2014 CCHI I 1725 I Street NW, Suite 300, Washington, DC 20006 I 866-969-6665 I Privacy Policy



Get Certified, Get Connected, Get Informed





apply@cchicertification.org



CCHIcertification



@CCHIcertify



Certification Commission for Healthcare Interpreters