

Certification Renewal Guide

Continuing Education Requirements

All CoreCHI™, CoreCHI-Performance™, or CHI™ certificants must complete continuing education to maintain their certification. By "continuing education (CE)," we mean **learning in an** *instructor-led* (*feedback-offered*) **environment** with the subject matter:

- beyond-beginner level of complexity, and
- related to healthcare interpreting.

1 CE hour =

60 minutes of instruction,

i.e., one instructional (contact, classroom) hour.

Instructional hours do not include lunch, other breaks, assessment (quiz, exam, etc.) or administrative comments (e.g., welcome, overview, conclusion, evaluation, etc.).

32 CE hours needed every 4 years

- 28 CE hours in any topic related to medical interpreting
- 4 CE hours in performance based (PB) topics*
- **Minimum duration** of a CE activity is **30 min.** for general topics and **60 min.** for PB topics.

*CoreCHI-P™ certificants are required to complete a minimum of 1 performance-based (PB) CE hour (out of 4 PB CE hours) in the Language Other Than English (LOTE) of their verified proficiency(s) within the first year of the initial CoreCHI-P™ credential award.

Accepted CE Activities:

- conference sessions
- workshops and seminars
- webinars
- online courses and modules
- mentoring, documented by a third party (not self-reported)
- certain non-instructional activities (see <u>http://cchicertification.org/non-instructional-ce-activities/)</u>



Renewal Fee:

\$300

Non-refundable

Unaccepted Activities:

- actual interpreting or translating (i.e., performing your job)
- preparing for an assignment (any research that an interpreter would do to be ready to interpret in a new setting or on a new subject matter)
- self-study (reading, creating a glossary for self-use)
- attending or teaching a beginner-level course

Performance based (PB) Training

Training aimed to improve the healthcare interpreter's skills in the **three interpreting modes – consecutive, simultaneous, and sight translation, and in translation**.

- PB courses must include instructor-led (feedback-offered) practice in those modes of interpreting (or translation). Online courses do not need to have a human instructor but must be structured in a way that allows the student to practice the relevant mode(s) of interpreting or translation and receive some feedback or model interpretation/translation of assignments.
- Ethics, cultural awareness, or terminology-only courses or small-group activities that do not include actual practice of interpreting/translation are *not* considered PB in this context.