



Certified Correctional Health Professional Clinical Provider

SPECIALTY CERTIFICATION FOR CORRECTIONAL PHYSICIANS, NURSE PRACTITIONERS AND PHYSICIAN ASSOCIATES



From the Premier National Certification Program for Professionals in Correctional Health Care

Candidate Handbook

CCHP Board of Trustees

1145 W. Diversey Pkwy.

Chicago, IL 60614

www.ncchc.org/CCHP-CP



A Program of the National Commission on Correctional Health Care

SPECIALTY CERTIFICATION FOR CLINICAL PROVIDERS

Professional Recognition

The CCHP—Clinical Provider credential recognizes expertise among physicians, nurse practitioners, and physician associates/assistants practicing in the specialized field of correctional health care. A professional who has earned the CCHP-CP has demonstrated understanding of the clinical needs of the incarcerated population and possesses knowledge of the unique challenges, legal context and policies and procedures specific to clinical providers practicing in a correctional environment. A CCHP-CP has shown mastery of specialized content developed by experts in the field of correctional health care.

Purpose

Specialty certification as a correctional clinical provider provides validation of a commitment to maintain the knowledge necessary to augment competent and appropriate clinical care to incarcerated patients. The CCHP-CP defines the domain of knowledge unique to practicing in a correctional environment to provide a valid assessment of this knowledge, to encourage continued professional development in the field of correctional health care, and to promote the public's health by encouraging health care quality.

Eligibility

All qualified physicians, nurse practitioners, and physician associates are eligible. Prior to submitting an application, applicants must have:

- Current CCHP certification
- Unrestricted license (MD, DO, PA, NP) in at least one state of the United States and be in good standing with that licensing board (for Canada and U.S. territories, credentials will be reviewed on a case-by-case basis)
- Practice in a provider role in the correctional environment over the course of at least three years (no minimum requirement of hours)
- 18 hours of correctional health-specific continuing education within the past three years

Application and Candidacy

Elements of the application:

- Copy of current professional licensure
- Signed application statement

For application deadlines for each exam, see <https://www.ncchc.org/cchp/calendar>

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Once the application has been approved, applicants will receive acknowledgment of their candidacy to take the CCHP-CP examination. Candidates must register before the registration deadline for the exam they wish to take.

Deferment and Cancellation Policies

The exam must be taken within six months from the date the application is approved. Deferment must be requested in writing at least 10 business days before the originally scheduled examination date for in-person exams at NCCHC conferences and partner sites. Candidates scheduling with Prometric should follow their policy on rescheduling and cancellation. Application fees will not be refunded.

Exam Dates and Locations

Examinations are offered throughout the year, including at NCCHC's conferences and at partner sites and conferences, Prometric test centers across the country, and online. For a list of exam dates and test center locations, visit www.ncchc.org/cchp/calendar. For online exam information, visit www.ncchc.org/online-exams.

Exam Registration and Admission

Candidates must register for the exam through NCCHC (live locations), Prometric test centers or online, confirming the date and location where they wish to take the exam.

NCCHC Conference and Partner Sites and Conferences: Approximately two weeks before the scheduled date candidates will receive an admission notice with the address of the site. The admission notice and a valid state photo ID or driver's license are required for admission.

Prometric Test Centers: Please follow the instructions provided during exam registration.

Prometric Online Exams: Please follow the instructions provided by Prometric during exam registration.

ADA Compliance

The CCHP Board of Trustees makes every effort to ensure that test centers are in compliance with the Americans with Disabilities Act. If you require special accommodations, please submit a written request at least 90 days before the examination date.

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The Examination

The proctored examination is composed of 70 to 100 multiple-choice, objective questions. Candidates are allowed two hours to complete the examination.

NCCHC Conference and Partner Sites and Conferences: Report to the exam site as instructed on the admission notice. Candidates arriving late may be admitted but will not be given additional time to complete the exam.

Prometric Test Centers: Report to the exam site as instructed by the test center and adhere to test center regulations.

No pagers, cell phones, alarms or similar devices may be operative during the exam. Personal digital assistants (PDAs) and other handheld computers are also prohibited. Any person using such devices will be dismissed from the test center and disqualified from the examination. No books, reference materials, or study aids of any sort are allowed in the exam room.

Online Exams: NCCHC offers online exams with live remote proctors through Prometric. Take your exam from the comfort and safety of your home or office at a date and time that is convenient for you.

Internet access, a laptop or PC and a web camera are required. There are additional requirements available at www.ncchc.org/online-exams. Prior to beginning the exam, candidates will need to complete a system test.

Exam Scoring and Reporting

Examination questions, answers, and grading guidelines are developed by the CCHP Board of Trustees and the CCHP-CP Subcommittee. The candidate should choose the single best answer for each item. There is no penalty for incorrect answers; it is to the candidate's advantage to answer each item even when uncertain of the correct response. No credit is given for items for which more than one response is selected.

The tests are graded electronically. Candidates will receive the results by email within two weeks. Only a pass or fail will be reported to the candidate. A list of passing candidates may be published; no reference is made to candidates who defer taking the examination or do not attain a passing score.

Rescheduling and Reexamination

NCCHC Conference Site Registrants: Candidates who are unable to take the exam as originally scheduled should notify NCCHC in writing at least 10 business days prior to the examination. No additional fees will be assessed to reschedule. If notification is not received, however, a \$45 reregistration fee will be assessed when the candidate reschedules. If the candidate does not pass the exam and wishes to take it again, the reexamination fee is \$45.

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Prometric Test Center Registrants: Candidates who are unable to take the exam as originally scheduled should see the FAQs on the test center’s website for instructions on how to reschedule or cancel.

Prometric Online Exam Registrants: Candidates who are unable to take the exam as originally scheduled should see the FAQs on the Prometric website for instructions on how to reschedule or cancel.

Candidates who do not attain a passing score on their first attempt may retake the exam two additional times within one year of the application approval date.

Content Outline

The exam questions are written by experienced correctional health professionals and reviewed by professionals who have attained CCHP certification. They are reviewed for construction, accuracy, and appropriateness by the CCHP Board of Trustees and CCHP-CP Subcommittee. The content of the examination is described in the content outline on the following pages. The seven major content areas are weighted (reflected in the percentages) according to the established test plan.

This content outline identifies the seven knowledge areas covered on the examination. Each knowledge area includes, but is not limited to, the study topics listed below.

Resources that may be studied to prepare for the exam include NCCHC position statements (www.ncchc.org/position-statements) and other resources listed on the NCCHC website, www.ncchc.org/other-resources. Candidates also may wish to review general textbooks in internal medicine, pediatrics, mental health, correctional medicine and others that address conditions and situations commonly encountered in a correctional environment. For additional details, see www.ncchc.org/CCHP-CP-exam.

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CCHP-CP Exam Content Outline

I. CLINICAL MANAGEMENT (30%-40%)

Acute and episodic care	Special populations
Continuity of care	Telephone medicine: protocols for nursing after hours
Emergency situations	The female patient
Infirmity care	
Screening	

II. SECURITY (3%-5%)

Autonomy	Maximum security and segregation
Medical effects of restraints, tasers	Permits, passes and perks
Special needs patients	Patient escort
Security threats of medical devices	Other security

III. MENTAL HEALTH (10%-15%)

Principles of counseling & evaluation	Special populations
Psychotropic medications	Suicide prevention
Restraint and seclusion	Trauma
Self-injurious behavior	Verbal de-escalation techniques

IV. PUBLIC HEALTH (6%-12%)

Coordination with health department	Preventive medicine
Infection control practices	Reportable diseases
Outbreak identification and management	Screening and treatment of diseases with public health impact

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V. LEGAL AND ETHICAL ISSUES (8%-12%)

Legal issues of adolescents	Prison rape
Medical research	Risk management
Participation in executions	Standards of care
Patient rights	

VI. ADMINISTRATIVE (8%-12%)

Accreditation	Hospice
Cost containment	Pharmaceutical management
CQI	Supervisory issues & staffing
Developing protocols	Utilization management

VII. SUBSTANCE ABUSE (10%-15%)

Long-term effects of substance abuse	Mental & behavioral health aspects, co-occurring disorders
Management of intoxication and withdrawal	Substance abuse: pregnant females
Medication-assisted treatment	Substances of abuse inside corrections (restricted meds)



The Certified Correctional Health Professional (CCHP) program is sponsored by the National Commission on Correctional Health Care.



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