Do you work in **healthcare** event management?

The path to earning your **CMP-HC**

1. **Earn your CMP**

2. **Review CMP-HC resources**
   - CMP-HC Standards
   - CMP-HC Glossary of Terms
   - CMP-HC Recommended Literature List

3. **Track eligibility**
   Document 36 months of experience in healthcare meeting management and 5 clock hours of professional development specifically related to healthcare meeting management (completed in the past 5 years).

4. **Submit your CMP-HC application**

5. **Prepare for the exam**
   - Access prep materials on the Events Industry Council website

6. **Pay the exam fee**
   Online through your Events Industry Council account

7. **Take the exam**
   Within a year of your application approval

8. **Congratulations!**
   **CMP-HC**

9. **Recertify every five years**
   (Aligned with your CMP renewal)

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The CMP-HC credential is designed to recognize those in the healthcare meetings industry that demonstrate the mastery of specific regulations, laws and best practices that must be followed when conducting a healthcare-focused meeting.

[www.eventscouncil.org/cmphc](http://www.eventscouncil.org/cmphc)
The Certified Meeting Professional – Healthcare (CMP-HC) programme is a three-part process:

1. Earn your Certified Meeting Professional (CMP) credential
2. Complete the CMP-HC application
3. Pass a written examination

CMP-HC application requirements

To be eligible to sit for the CMP-HC exam, you must first obtain your CMP, provide proof of both experience and education, then you may apply to sit for the CMP-HC exam. Your CMP-HC application must include proof of the following:

Section I – CMP: Hold a valid and current CMP

Section II – professional experience: 3 years (36 months) of experience in healthcare meeting management

Section III – professional development: 5 clock hours of professional development specifically related to healthcare meeting management, completed in the past 5 years

How to study

To study for the CMP-HC exam, begin by reviewing the CMP-HC Standards, which outline the information that will be covered on the exam. Use the standards to identify areas and skills where you should focus your studying. Use the CMP-HC Recommended Literature List to identify resources to supplement your preparation in your identified areas of growth. Reference the CMP-HC Glossary of Terms to review commonly utilised terminology that will appear on the exam. All three resources are available as free downloads on the Events Industry Council website.

When can I take the exam?
The CMP-HC examination is held during each of the CMP exam windows hosted throughout the year.