

ACI RECERTIFICATION CATEGORIES & CEU GUIDE

Category I: Earn an additional HTM-related certification (maximum CEUs allowed in this category is 15)

HTM related certifications including ACI certification programs (CBET, CRES, CLES, CHTM, CQSM, CISS), and CCE	5 CEUs/certification
Healthcare-related Certifications (such as CHSP, CQSP, CMLT, dialysis certifications)	2 CEUs/certification
Technology-related Certification (such as A+, NET+, S+, MSCE, CET)	2 CEUs/certification
Business Certifications (such as CPM)	2 CEUs/certification

Category II: Leadership roles (maximum CEUs allowed in this category is 15)

Paid or volunteer positions on HTM-related and healthcare committees, workgroups, or appointments (outside your position description) such as the following:	30+ hours per year: 4 CEUs
ACI Certification Board	Less than 30 hours per year: 2 CEUs
ACI Exam Committees (non-item writing committees)	
HTM Society Role	
Hospital Committee	
Hospital/healthcare association roles (such as AHA , ACHE)	
Engineering or technical association roles (such as ASHE, HIMSS, ASCP)	
Volunteer activities (missions)	

Category III: Development of educational content (maximum CEUs allowed in this category is 15)

Write Items for ACI	5 items = 1 CEU
Write an opinion based article -published (minimum of 500+ words)	1 CEU
Write a peer-reviewed published article (minimum of 1,200-1,500 words)	3 CEUs
Write a published technical article (minimum of 1,200-1,500 words)	3 CEUs
Write book	1 chapter = 3 CEUs

Category IV: Professional Development (minimum CEUs needed in this category is 15 – No Maximum)

Attending education class (such as AAMI course)	1 CEU per hour of attendance
Attending an in-service (documented), vendor presentation or vendor school	1 CEU per hour of attendance
Attending a webinar (live or recorded)	1 CEU per hour of attendance
HTM Conferences (seminars/sessions)	1 CEU per hour of attendance
Presenting a webinar	2 CEUs per hour of presentation
Teaching an education class/seminar	2 CEUs per hour of teaching
Presenting a technical paper	2 CEUs per hour of presentation
Courses indirectly related to HTM field (such as communication, management, accounting)	0.5 CEUs per hour of attendance

Category V: College or university courses (maximum CEUs allowed in this category is 15)

Courses must be directly related to obtaining an accredited degree (AA, BS, MBA, PHD, etc) and directly related to the HTM profession (included on the exam content outlines) to receive credit. Students must receive a grade of "C" or above and must supply a copy of their transcript as proof of attendance to submit college course.

Attending a course	1 CEU for 10 hours of class time
Teaching a course	3 CEUs for 10 hours of teaching time

Category VI: Work experience (maximum CEUs allowed in this category is 6)

Full-time employment (working in the HTM field)	1.5 CEUs per year
Part-time employment/Military Reserve Duty (working in the HTM field)	0.5 CEUs per year