

Credential Maintenance Program (CMP) Guidelines for Earning Continuing Education (CE) Activities & Point Assignment

This chart to be used by all ASCP BOC credential holders (ASCP, ASCPⁱ, and Qualifications)

CMP CE ACTIVITIES* 1 Contact Hour = 1 CMLE Credit = 1 CMP Point		Contact/Credit Hours	CMP Points Assigned	Audit† Documentation
				†To ensure the integrity of the CMP, the ASCP BOC will review and audit a percentage of CMP submissions. If your submission is selected for audit, you will be notified and requested to submit supporting documentation for all CEs submitted for the CMP. Review the CMP Audit Procedure .
1.	Formal continuing education courses: **ACCME, ASCP CMLE, AACC, professional societies (including state, regional and ACCENT, ASCLS PACE, CE programs sponsored by other local societies and chapters, universities and colleges or continuing education courses sponsored by national or international professional societies) <i>These courses may be completed through the programs / organizations listed above as well as through other professional societies such as those listed under Suggested List of CE Providers In addition, courses offered by organizations approved by state licensing boards are also acceptable.</i>	1 contact hour (50-60 minutes)	1	Certificate of Participation including date of program, title of program, name of provider, name of participant, number of contact hours / CMLE assigned
2.	Employer-offered courses (in-service, instrument training, vendor-sponsored, etc.) <i>Structured programs, workshops, and in-services offered through your employer or sponsored by a vendor will all qualify CMP credit. This does not include routine staff meetings or job orientation. Points or contact hours must be assigned by employer / vendor.</i>	1 contact hour (50-60 minutes)	1	Letter on original letterhead signed and dated by employer or certificate of completion or signed attendance from vendor-employer including date of program, title of program, name of provider, name of participant, number of contact hours / CMLE assigned

3.	<p>College / university coursework (science, education, management, or other courses relevant to your laboratory career) Courses must be lab related. CEs may not exceed 50% of the total number of required CMP points.</p> <p>This includes science courses in the biological / chemical / medical sciences, computer management, or education relevant to your lab career or lab related. CEs may not exceed 50% of the total number of CMP points required for your category.</p>	<p>1 quarter hour 1 semester hour</p>	<p>10 15</p> <p>(not to exceed 50% of total CMP points required)</p>	<p>Official Academic Transcript / Mark Sheet</p>
4.	<p>Webinars, subscription or online self-instructional courses for which ACCME, CMLE, ACCENT, PACE or other professional society credits are awarded.</p> <p>These courses are acceptable based on any of the following criteria: A. ACCME, CMLE, ACCENT, PACE credits are awarded, OR B. they are offered by a professional society (including state, regional or local chapter), OR C. the course is accepted by a state licensing board, OR D. the course is offered through a university or college</p>	<p>1 contact hour (50-60 minutes)</p>	<p>1</p>	<p>Certificate of Participation including date of program, title of program, name of provider, name of participant, number of contact hours / CMLE assigned</p>
5.	<p>Completion of additional ASCP Board of Certification (BOC) certification or qualification:</p> <ul style="list-style-type: none"> • Specialist / Diplomate • Technologist or Categorical • Qualification <p>View credential categories at the links below: ASCP www.ascp.org/boc/ascp-certifications ASCPⁱ www.ascp.org/boc/ascp-certifications Qualification https://www.ascp.org/boc/qualifications</p>		<p>20 15 10</p>	<p>Verified by CMP Evaluator in the ASCP Customer Record</p> <p>(These points may not be used for recertification points in the category for which they were received. e.g., If 20 CMP points are earned for Specialist in Microbiology, SM certification, these points may not be used to renew the SM certification.)</p>
6.	<p>Competency Assessment by employer (must use ASCP BOC Employer Assessment Form)</p>		<p>2 (per year / max 4 pts)</p>	<p>Completed Employer Assessment Form by your employer documenting continued competency in specified lab areas, signed and dated</p>

7.	Documentation of Clinical Teaching: Points may be earned for teaching students during their clinical training rotation within the scope of an accredited / approved laboratory educational program.	50 contact hours of teaching = 1 CMP point	1 (per year / max 3pts)	Completed Clinical Teaching Documentation Form by your employer documenting name of Academic Institution, dates of instruction and instructional areas covered, signed and dated
8.	Research & preparation for presentation or workshop (only for first time presentation / workshop) You may receive 3 CMP points for each contact hour of a presentation / workshop you prepare and deliver, for the first time only , that is beyond the scope of your job. Subsequent presentations of the same workshop are not awarded any points.	Each Contact hour of presentation (50-60 minutes)	3 (not to exceed 50% of total CMP points required)	Copy of syllabus, program or letter from organization that indicates content, length of teaching time and name of the organization
9.	Preparation & presentation of a poster / exhibit Points are awarded for posters or exhibits presented at national, state, regional, or local laboratory professional association meetings.		2 (per poster / max 4 pts per year)	Abstract identifying poster session, meeting program, or brochure identifying presentation
10.	Authoring journal articles for peer-reviewed publications		5	Copy of publication with author's name
11.	Authoring a book related to the laboratory profession: <ul style="list-style-type: none"> • Authoring Book • Authoring a Chapter or equivalent (e.g., monograph, study guide) 		20 7	Title page of publication and table of contents containing author's name
12.	Editing a book related to the laboratory profession: <ul style="list-style-type: none"> • Editing a book • Editing a chapter 		10 4	Copy of cover or inside page containing editor's name

13.	Reviewing journal articles or books related to the laboratory: <ul style="list-style-type: none"> • Reviewing a book • Reviewing a chapter • Reviewing an article 		5 2 1	Letter on original letterhead signed and dated by Editor verifying the request for review
14.	Completion of a Doctoral dissertation Coursework must be science, education, management, or relevant to lab career or lab related.		10	Copy of publication with author's name
15.	Completion of a Master's thesis Dissertation topic must be science, education, management or relevant to lab career or lab related.		4	Copy of publication with author's name
16.	Serving on a ASCP BOC examination committee or qualification workgroup or BOC Advisory Board		3 (per year)	Letter from ASCP BOC verifying participation, in what capacity and dates of service
17.	Serving on committees / boards related to the laboratory profession (national, state, regional, local) Points are awarded for serving on committees or Boards related to the profession, including national, regional, state, and local professional organizations or committee appointments at your place of employment.		3 (per year)	Letter from organization verifying participation, in what capacity, and dates of service
18.	Role of on-site inspector / paper reviewer for laboratory accreditation or training program accreditation ASCP – CAP, The Joint Commission, AABB, COLA state/government agency, or training program accreditation (NACCLS, ABHES, CAAHEP) ASCPⁱ –CAP, The Joint Commission, AABB, COLA state/government agency, WHO, ISO, SANAS, UKAS, and other national / international accrediting bodies who are full members of ILAC		3 (per year)	Letter from organization (The Joint Commission, CAP, etc.) verifying your role as an inspector and the dates of inspection

** Activities must be related to area of credential specialty, safety, and medical ethics as indicated by CMP category requirements.*

*** ACCME (Accreditation Council for Continuing Medical Education), ASCP CMLE (American Society for Clinical Pathology–Continuing Medical Laboratory Education), AACC ACCENT (American Association for Clinical Chemistry–ACCENT programs), ASCLS PACE (American Society of Clinical Laboratory Science–PACE programs).*

PLEASE NOTE: *Due to the large volume of continuing education programs available, the ASCP Board of Certification does not respond to requests for review or approval of individual programs or courses. If the program / course meets the criteria described under guidelines for earning continuing education activities, it will be accepted for CMP points. Program provider must assign points or contact hours.*

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OUR VISION: Be the gold standard in global certification for all laboratory professionals.