

*This information is provided to assist students in researching licensure and certification requirements. The University cannot guarantee that students will be eligible to take third-party certification examinations. Certification requirements for taking and passing these exams are controlled by outside entities and are subject to change without notice to the University. The University makes every effort to keep this document updated, but it is not intended to replace reviewing state regulations for the specific course.*

#### **CLINICAL MEDICAL ASSISTANT**

The Certified Clinical Medical Assistant (CCMA) certification exam is offered by the National Healthcareer Association (NHA). Visit this website for additional information including exam eligibility. [www.nhanow.com/certification/nha-certifications/certified-clinical-medical-assistant-\(ccma\)](http://www.nhanow.com/certification/nha-certifications/certified-clinical-medical-assistant-(ccma))

#### **HUMAN RESOURCES PROFESSIONAL**

The Professional in Human Resources® (PHR®) certification exam is offered by the HR Certification Institute (HRCI®). Visit this website for additional information including exam eligibility. [www.hrci.org/our-programs/our-certifications/phr](http://www.hrci.org/our-programs/our-certifications/phr)

#### **MEDICAL ADMINISTRATIVE ASSISTANT**

The Certified Medical Administrative Assistant (CMAA) certification exam is offered by the National Healthcareer Association (NHA). Visit this website for additional information including exam eligibility. [www.nhanow.com/certification/nha-certifications/medical-admin-assistant-\(cmaa\)](http://www.nhanow.com/certification/nha-certifications/medical-admin-assistant-(cmaa))

#### **MEDICAL BILLING AND CODING**

There are several certification options in the field of medical billing and coding.

- The Certified Professional Coder (CPC®) certification exam is offered by the American Academy of Professional Coders (AAPC). Visit this website for additional information including exam eligibility. [www.aapc.com/certification/cpc/](http://www.aapc.com/certification/cpc/)
- The Certified Coding Associate (CCA®) certification exam is offered by the American Health Information Management Association (AHIMA). Visit this website for additional information including exam eligibility. [www.ahima.org/certification-careers/certification-exams/cca/](http://www.ahima.org/certification-careers/certification-exams/cca/)
- The Certified Billing & Coding Specialist (CBCS) certification exam is offered by the National Healthcareer Association (NHA). Visit this website for additional information including exam eligibility. [www.nhanow.com/certification/nha-certifications/medical-billing-and-coding-specialist-\(cbcs\)](http://www.nhanow.com/certification/nha-certifications/medical-billing-and-coding-specialist-(cbcs))

#### **PARALEGAL STUDIES**

The Certified Paralegal (CP) exam is offered by the National Association of Legal Assistants (NALA). Visit this website for additional information including exam eligibility. [www.nala.org/certification/certified-paralegal-cp-program](http://www.nala.org/certification/certified-paralegal-cp-program)

#### **PHARMACY TECHNICIAN**

Regulations and requirements for pharmacy technician certification, registration, and licensure vary by state and change on an undefined schedule. Some states have no requirement for technicians to register with the State Board of Pharmacy, while other states have more rigorous requirements. Some

states require pharmacy technicians to attain national certification, either as a requirement to be registered or licensed, and/or to perform certain duties.<sup>1</sup>

Licensure: Those interested in this field should contact the [State Board of Pharmacy](#) where they are seeking employment, and before they relocate to a different state, to learn about a state's complete and current pharmacy regulations.

Certification: The Pharmacy Technician Certification Exam® (PTCE®) is offered through the Pharmacy Technician Certification Board (PTCB). Individuals who successfully complete this exam receive the Certified Pharmacy Technician (CPhT) credential. Visit this website for additional information including exam eligibility. [www.ptcb.org/credentials/certified-pharmacy-technician](http://www.ptcb.org/credentials/certified-pharmacy-technician)

### **PROJECT MANAGEMENT ESSENTIALS**

The Certified Associate in Project Management (CAPM)® certification exam is offered through the Project Management Institute (PMI)<sup>2</sup>. Visit this website for additional information including exam eligibility. [www.pmi.org/certifications/certified-associate-capm](http://www.pmi.org/certifications/certified-associate-capm)

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<sup>1</sup> Pharmacy Technician Certification Board "State Regulations and Map", <https://www.ptcb.org/resources/state-regulations-and-map>

<sup>2</sup>CAPM is a registered mark of the Project Management Institute, Inc. For the full list of PMI's legal marks, please contact the PMI Legal department.