2019 Handbook and Application for Retired and Emeritus Status Change

Certification in Clinical Engineering

by the

Healthcare Technology Certification Commission

Program sponsored by the

American College of Clinical Engineering

Application review conducted by the

US Board of Examiners for Clinical Engineering Certification

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Processing of Applications for Emeritus and Retired Status

Beginning in 2017, the US Board of Examiners has created the acknowledged status of Retired and Emeritus for active certificants who have decided to leave active employment. The distinction between Retired and Emeritus status are described below. Certificants who would like to apply for one of the status should review the requirements and complete the form below, and submit completed form and fees.

Retired Status

The retired status is for any active certificant who has decided to leave active employment in the Biomedical field, but wishes to maintain his/her certification in Clinical Engineering. The certificant will need to make a formal application to the Board of Examiners for their review along with a one-time payment of $100. As part of the application the certificant will need to include current personal data, last employer data, and will reconcile any pending matter before the Board. The Board will research the information provided and send a timely communication to the requestor acknowledging his/her acceptance or the need to address discrepancies. Once granted, the Retired status will continue to apply to the certificant. The retired status of certified clinical engineer shall be listed as CCE-R, and is not recognized as an active CCE.

If the certificant is in a retired status and wishes to revert back to an active status, they will need to make a formal submission of the CCE Renewal application including Continuing Education and Professional Activities diary and the current fee for remaining in active CCE status. Applicants must meet the point values outlined in the renewal process and should reflect the previous three (3) years from the date of renewal application. A written or oral exam is not required. The activity diary and application will be reviewed by the Board of Examiners for determination of status reversion to active.

Emeritus Status

The emeritus status is for any active certificant who has decided to retire from full-time employment in the biomedical engineering field and has met qualifications for lifetime achievement:

> Have 30 or more total years when adding up the number of certified years and the number of years actively working in the Biomedical Engineering field.
> OR
> Show at least a continuous listing of fifteen or more years of active certification.

The certificant will need to make a formal application to the Board of Examiners for their review. It will contain his/her/ current personal data and the last employer data. No fee or dues will be required to maintain this status and will remain with the certificant for the rest of his/her life.

The emeritus status of certified clinical engineer shall be lised as CCE-E, and is not recognized as an active CCE

<u>Application Process:</u>

The application to CCE-R or CCE-E may be submitted at any time the individual retires from the field.

Payment:
The application fee for retired status is a one time fee of $100.

MAKE CHECK OR MONEY ORDER PAYABLE TO: **ACCE**, list CCE Retired Status Fee in the memo field of the check. Visa, MasterCard, Discover and American Express are accepted online securely through PayPal®. Please visit our website at http://accenet.org/CECertification/Pages/Default.aspx#payrenewalonline to submit payment.

Return Payment Disclaimer: Any payment for fees that are returned, as non-payment will be issued an additional charge to cover the cost of the bank return fee and are the responsibility of the applicant.

Send application to: (please ensure the Application is signed and dated)
certification@accenet.org

Summary of Requirements for Retired Status:

Retired Status:

- For individuals retired from active employment who wish to retain certification designation
- Certification becomes CCE-R, and **not** recognized as active CCE
- Fee is a one-time fee of $100 to move to CCE-R.
- Once granted, does not require completion of activity diary
- To move back to active status, must complete renewal application and activity diary based on the past three years employment and continuing education, and submit the renewal fee of $125. Renewal fee can be prorated if it has been less than three years since obtaining CCE-R
  - o See 2017 CCE Renewal Handbook.pdf and CCE Renewal Application.xlsx at
  - o http://accenet.org/CECertification/Pages/Default.aspx

Summary of Requirements for Emeritus Status:

Emeritus Status:

- Recognizes lifetime contribution to the field of clinical engineering
- Certification is CCE-E, and is **not** recognized as active CCE
  - o Based upon 30 years of combined certified years and years of active employment
    - ▪ OR
  - o 15 or more years of active certification
- Requires no annual fees and no renewal forms
- Cannot be moved to an active status
- Not to be referenced as a professional qualification
- Years of certification under the AAMI program may be counted, if documentation can be provided.

Application for Retired or Emeritus status

Applicant Information	
First Name:	**Middle Initial:**
Last Name:	**Suffix (Jr., Sr., etc):**

Applying for: (Check one)

			CCE Registration Number	
CCE-R				
CCE-E			**Date that CCE was awarded (Month and Year)**	

Correspondence Address	
Street Address:	
City:	
State:	**Zip:**
Home Phone:	**Cell Phone:**
Fax:	

EMPLOYMENT HISTORY: (List previous clinical engineering employment, beginning with most recent)

For CCE-R status, list most recent past employer and current employment, if applicable.

For CCE-E application based on combined employment and certification, please list clinical

engineering employment for 30 combined years. Please include additional pages, if needed.

Dates of Employment: From: To:
Employer:
Street Address:
City, State and Zip Code:
Title of your position:

EMPLOYMENT HISTORY (Continued)

Dates of Employment: **From:**	**To:**
Employer:	
Street Address:	
City, State and Zip Code:	
Title of your position:	

Dates of Employment: **From:**	**To:**
Employer:	
Street Address:	
City, State and Zip Code:	
Title of your position:	

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Signature   Date