



ASSOCIATION OF SAFE PATIENT HANDLING PROFESSIONALS CERTIFICATION GUIDELINES

	Certified Associate (CSPHA)	Certified Professional (CSPHP)
Scope of Safe Patient Handling Certificants	A specialist in safe patient handling and mobility (SPHM) who has acquired sufficient SPHM experience and knowledge to support training, education and mentorship of SPHM applications to assist the leadership in sustainable SPHM programming. This level of knowledge and experience has been verified through documentation of required levels of related experience and education.	An expert in safe patient handling who has acquired sufficient knowledge and experience to initiate and administer a comprehensive and sustainable SPHM program at any health care organization. This level of knowledge and expertise has been demonstrated through written examination, related experience and authorship of unique safe patient handling research, program material or training information.
Anticipated Capabilities	Successfully use and instruct others in the correct use of SPHM protocols and equipment within the assigned healthcare environment.	Establish and manage all aspects of a SPHM program.
Education and Professional Experience	A combination of post- secondary education and experience in related field, totaling three years	1) RN plus five years' experience, or 2) Bachelor's Degree (in related field) plus four years' experience, or 3) Graduate Degree (in related field) plus three years' experience.
SPHM Specific Work Experience	One year of experience in an organization with a SPHM program where duties included responsibilities associated with that program	Equivalent of two years full-time dedicated to SPHM; For example: four years w/ 50% of time dedicated to SPHM equivalent to two full-time years.
Professional Development <i>Professional Development hours (PD) are defined as educational</i>	Ten Professional Development (PD) hours over the last two years relating to responsibilities in SPHM. This may include training in the use of	Thirty-six Professional Development (PD) hours over the last three years relating to responsibilities in SPHM. Examples of related topics include achieving culture



ASSOCIATION OF SAFE PATIENT HANDLING PROFESSIONALS CERTIFICATION GUIDELINES

	Certified Associate (CSPHA)	Certified Professional (CSPHP)
<i>activities intended to expand the knowledge and skills of SPHM Professionals and Associates in the nine core competency areas: attending or presenting at conferences focused on SPHM and closely related healthcare issues and disciplines, engaging in independent study, teaching at in-service training sessions, writing journal articles, participating in ASPHP committees and other approved activities.</i>	equipment, on skills for training others or other topics that would improve skills in promoting SPHM.	change, ergonomic risk evaluation and control and safety management. For other topics, include a brief explanation of how this content enhanced your ability to manage a SPHM program.
Letters of Recommendation	One letter from a Certified Safe Patient Handling Professional, or Two letters from colleagues or supervisors familiar with applicant's work and involved with SPHM.	Three letters are required. Must include one letter from current supervisor or client that describes applicant's work and two from persons familiar with applicant's work and who are involved with SPHM.
Evidence	NA	Two submissions of work authored by applicant that provide formal evidence of competence in the area of SPHM. May include reports, assessments, publications, policies & procedures, written evaluations or materials from training that were developed by the applicant. Products must clearly be original, written or developed exclusively by applicant. Collaborative work or edited vendor documents are not acceptable



ASSOCIATION OF SAFE PATIENT HANDLING PROFESSIONALS CERTIFICATION GUIDELINES

	Certified Associate (CSPHA)	Certified Professional (CSPHP)
Exam	NA	<p>When the CSPHP applicant's portfolio has been approved by the review team, they will be invited to take the CSPHP exam which is the final step in earning the credential.</p> <p>Examination Topics: All 9 core competency areas.</p>
Certification Renewal (Three year cycle for renewal)	Submission of evidence of completion of fifteen Professional Development (PD) hours in prior thirty-six months, on approved form: "Professional Development Tracking Form."	Submission of evidence of completion of thirty-six Professional Development (PD) hours in prior thirty-six months, on approved form: "Professional Development Tracking Form."