



AmericanCollege of
HealthcareExecutives
for leaders who care®

Hawai'i-Pacific Chapter of ACHE

An Independent Chapter of



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2024 ACHE Fellow Advancement

FACHE® Fellowship: What does it mean?

- The **FACHE** credential demonstrates professionalism, ethical decision making, competence, leadership skills and commitment to lifelong learning.
- The **FACHE** credential symbolizes a commitment to excellence; it is a rigorous credential based on multi-faceted criteria—including a valid and reliable examination.
- The **FACHE** credential with board certification provides the personal satisfaction of achieving a goal and achieving professional recognition.

FACHE
Fellow of the American College of Healthcare Executives
The Distinction of Board Certification

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Earn My FACHE

Earn My FACHE | American College of Healthcare Executives

Fellow candidates must meet all of the following requirements prior to applying and sitting for the Board of Governors Exam in Healthcare Management:

- Meet all eligibility requirements.
 - **Membership:** Be a current Member with one year of tenure as an ACHE Member, Faculty Associate or International Associate. Student Associate membership does not count toward tenure.
 - **Advanced Degree:** Earn a master's degree (or other post-baccalaureate degree). A copy of your diploma or final conferred transcript is required.
 - **Healthcare Management Experience:** Currently hold an executive healthcare management position AND have a minimum of five years of healthcare management experience. A copy of your job description, organizational chart and resume is required.
 - **References:** Obtain two references. The first reference is a structured interview, either face-to-face or by telephone, between you and a current Fellow. The second reference is in written form, and should come from another current Fellow, or a senior leader within your organization. The name of each individual providing a reference on your behalf is required for your application.

If Applying Jan. 1, 2024, or Later:

Complete a minimum of 36 continuing education hours related to healthcare management and administration within the three years prior to submitting an application, including:

- **A minimum of 12** ACHE In-Person Education hours
- **12** ACHE Virtual Interactive Education hours
- **Up to 12** may be Qualifying Education hours

What is changing?

Starting Jan. 1, 2024, candidates who wish to advance to Fellow or recertify their credential must still complete a total of 36 continuing education hours, including a **minimum of 12** ACHE In-Person Education hours, 12 Virtual Interactive Education hours, and up to **12** Qualifying Education hours.

- *ACHE Face-to-Face Education* will be called *ACHE In-Person Education* (i.e., Congress, Clusters, in-person Executive Program, in-person Choice programs and approved ACHE Chapter Panel Discussions)
- *ACHE Virtual Interactive Education* will be added as a new delivery option (i.e., Virtual Face-to-Face Courses, Virtual Leadership Symposium, Virtual Health System Simulation, Virtual Executive Program, Virtual Board of Governors Review and Virtual ACHE Chapter Panel Discussions)
- *Qualified Education* will be called *Qualifying Education* (i.e., ACHE digital self-study courses, webinars, live, or recorded on-demand). This also includes pre-approved provider organizations and education from other professional organizations related to healthcare management, administration and leadership.

For the purposes of advancement or recertification, while you must have 12 ACHE In-Person Education hours, additional ACHE In-Person Education hours may be used as a substitute for, or in lieu of, any ACHE Virtual Interactive Education or Qualifying Education requirements. And, ACHE Virtual Interactive Education may be used as a substitute, or in lieu of, any Qualifying Education requirement. Neither ACHE Virtual Interactive nor Qualifying Education hours can replace ACHE In-Person Education hours.

- **Volunteer Activity:** Complete four volunteer activities within the three years prior to submitting an application. Two of these activities must be community/civic and two of these must be healthcare-related activities.

- Congratulations! You are now eligible to **submit your Online Application Form** and \$250 application fee (nonrefundable).
- After your application is reviewed and approved, you will receive an invitation to register to take the Exam and pay the \$225 Exam fee. Passing the Exam is the final step to earning FACHE.
NOTE: Your Fellow application will remain valid for two years in which you must pass the Exam.

Guidelines to Plan Your Preparation

The Exam is designed to test your knowledge of healthcare management and your ability to apply it to real-world scenarios.

The method and amount of time you spend preparing for the Exam is driven by a variety of factors, including your preferred study style, your level of professional experience or your academic background.

To plan your preparation, we recommend you:

- 1 Review the **Exam Outline**.
- 2 Evaluate your level of skill, knowledge or competency on each task using the **ACHE Healthcare Executive Competencies Assessment Tool**.
- 3 Develop a plan of courses, reading and mentoring in areas where you may need further skill, knowledge or competency.

Resources to Help You Prepare for the Exam

Whether you've identified specific domains to target based on the results of your competencies assessment, or want to prepare for all areas of the Exam, ACHE offers resources to support your success:

- [Virtual Board of Governors Exam Review Course](#)
- [Board of Governors Exam Study Set](#)
- [Board of Governors Exam Flashcards \(with digital access\)](#)
- [Board of Governors Exam Study Bundle](#)

Local Chapter Resources

- We are compiling resources that many of us have utilized over the last few years to put together a Resource Packet
- Study Groups: if interested in study group, let us know and we can connect you with any other member who also expressed interest (have a sign-up sheet for those interested, members would coordinate independently)



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Thank You and Aloha!