



1541 Alta Drive, Suite 303  
 Whitehall, PA 18052-5642  
 Toll Free Phone: 888-624-3248  
 Toll Free Fax: 800-813-0727  
 Website: www.nchec.org

*Credentialing Excellence in Health Education*

The following policy statement regarding the advanced-level certification, MCHES, was passed by the Board of Commissioners on May 19, 2009 and amended on May 15, 2010:

1. The name of the advanced level certification will be Master Certified Health Education Specialist (MCHES).
2. Eligibility for the MCHES examination will occur through one of the following avenues.
  - a. For CHES: A minimum of the past five (5) continuous years in active status as a Certified Health Education Specialist
  - b. For Non-CHES or CHES with fewer than 5 years active CHES status but 5 years experience: From a regionally accredited institution A Master's degree or higher in Health Education, Public Health Education, School Health Education, Community Health Education, etc., OR a Master's degree or higher with an academic transcript reflecting at least 25 semester hours (37 quarter hrs) of course work in which the Seven Areas of Responsibility of Health Educators were addressed, plus five (5) years of documented experience as a health education specialist. To substantiate this experience, applicants must submit 1) two verification forms from a current or past manager/supervisor, and/or a leader in a health education professional organization AND 2) a curriculum vitae/resume. In the verification form it must be indicated, and in the curriculum vitae/resume it must clearly be shown, that the applicant has been engaged in the Areas of Responsibility for at least the past five years (experience may be prior to completion of graduate degree).
3. NCHEC will offer a non-refundable \$25 prescreen service to review the academic component of eligibility for non-CHES or CHES with fewer than five years experience.
4. After meeting eligibility requirements, the mechanism for assessment will be an objective examination.
5. MCHES application fees will range from \$200.00 to \$390.00 based upon the type of applicant and submission deadlines as follows:

Type of Applicant	1 <sup>st</sup> deadline	2 <sup>nd</sup> deadline	3 <sup>rd</sup> deadline	Final deadline
MCHES Experience (CHES) Documentation Opportunity	\$200	\$210	\$240	\$290
Exam (CHES)	\$250	\$260	\$290	\$340
Exam (non-CHES)	\$300	\$310	\$340	\$390

6. The MCHES examination will be administered twice a year. Initially, the *CHES and MCHES* examinations will share the same administering cycles (April, October).
7. CHES who earn the MCHES credential will retain their CHES identification number.
8. The annual renewal fee will be \$55.00.
9. Seventy-five (75) CECH in five (5) years are required for recertification. Thirty (30) of those CECH must be linked to advanced-level Sub-competencies. MCHES, who previously were active CHES, who fail to comply with recertification requirements for the advanced

credential, may revert back to CHES status if they meet the recertification requirements for a CHES (45 CAT I/30 CAT II).

10. **MCHES Experience Documentation Opportunity:** Current CHES with 5 years or longer continuous active status are eligible for the MCHES Experience Documentation Opportunity. For a period of six (6) months after the MCHES Experience Documentation Opportunity is announced by NCHEC, current CHES may submit documentation of advanced-level practice in health education to qualify for the MCHES designation. Requirements include:
  - a. detailed, but brief, explanations (no more than a total of 100 words for each Sub-competency explanation) from the applicant regarding experience in four advanced health education competencies—each different and in four different Areas of Responsibility—within the past five years. Appropriate documentation must be included for each of the four advanced Sub-competency explanations. Each of the four documentation documents/copies must be labeled with the name of the appropriate Area of Responsibility and advanced Sub-competency.
  - b. a curriculum vitae/resume.
  - c. two completed recommendation forms from a current or past supervisor/manager and/or a leader in a health education professional organization who can attest to the applicant's advanced-level of service as a health education specialist.