

**Certification in Medical Quality**

**CMQ**

**Candidate Handbook**

for certification and recertification candidates

# Examination: Certification in Medical Quality (CMQ)

## Introduction and Purpose:

The American College of Medical Quality (ACMQ) will offer to ACMQ members, ACMQ national conference attendees, and other potential candidates a certification examination to test basic knowledge in medical quality management, including principles of clinical quality improvement.

## Suggested Study Materials:

Study materials in the basic tenets of medical quality management and clinical quality improvement as suggested by the American College of Medical Quality are:

- a. **The ACMQ textbook Medical Quality Management: Theory and Practice.** 3rd Edition, 2021;
- b. **Introduction to Health Care Quality: Theory, Methods, and Tools.** Dlugacz Y, 2016
- c. **The Health Care Quality Book: Vision, Strategy and Tools.** 3rd Edition. Nash D et al, 2014;
- d. **The Quality Handbook for Health Care Organizations.** Dlugacz Y et al, 2004;
- e. Other resources that may be announced later.

## Candidate Eligibility Criteria:

### Exam Eligibility:

One of the following pathways must be met. The board exam applications require description and/or documentation of expertise and experience in quality improvement work.

### Physician:

Have an MD, DO, DMD with an active unrestricted license to practice and expertise/experience in using the principles of quality to improve clinical practice.

### Healthcare Doctorate:

Have a PhD, PharmD, DNP, JD in Health Law, DDS or other doctorate in a health related field, with expertise/experience in using the principles of quality improvement.

### Post-graduate:

Have an MPH, MPA, MSc, MBA, MSN or other masters' degree with expertise/experience in using the principles of quality improvement.

### ACMQ Quality Scholar:

Medical students, residents or fellows who have been awarded the status of Quality Scholar by the American College of Medical Quality.

### RN's:

Have a minimum BSN degree and working in healthcare management for five years.

### Allied Health Professionals:

Have a bachelor degree working in a healthcare quality supervisory / leadership role for five years.

If you do not fit the criteria above, you may submit a written statement, to be reviewed by the Exam Committee; showing proof of (1) training or participation in healthcare quality improvement educational activities, or (2) expertise in quality management, measurement, assessment and improvement, or (3) full membership and participation in the American College of Medical Quality. Applicants will be contacted once a determination has been made.

## **Duration/Format:**

Two hours/multiple choice questions (examination proctored either online or in-person)

## **Examination Fee:**

The fee is \$495, payable with exam application, not refundable but may be applied to the following year in the case of a candidate's cancellation. ACMQ Members pay a discounted fee of \$395.

Reduced fees are available for multiple candidates from a single organization or institution as follows: \$395 per candidate for two to nine individuals and \$315 per candidate for ten or more individuals, e.g., those in the University of Texas MD Anderson Cancer Center.

A special fee of \$250 is offered to ACMQ Quality Scholars who choose to take the exam.

## **Designation of successful candidates:**

Certified in Medical Quality (CMQ)

## **Application:**

All candidates for certification or recertification must complete the electronic application on the ACMQ website and check the correct category: individual first time candidate, recertification candidate, ACMQ Member, or ACMQ Quality Scholar. All applications will be reviewed and approved by the Applications Review Committee, appointed by the ACMQ Chair.

If you meet the essential eligibility criteria for candidates you will be notified by email that your application has been approved.

## **Exam Rules:**

1. Candidates must report to the exam site as instructed on your letter of acceptance. Candidates arriving late may be admitted at the discretion of the chief proctor.
2. No pager, cell phones, alarms, or similar devices may be operative during the exam. Candidates will be reminded to turn such devices off prior to the exam. Any person using such devices may be dismissed from the exam room and disqualified from the examination. Tablets, e-readers and other handheld computers are also prohibited.
3. No books, reference materials, or study aids of any sort are allowed in the exam room unless stored in the back of the room as directed by the chief proctor.
4. Additional rules and guidelines will be distributed to all candidates before the exam.

## **ADA Compliance:**

It is the policy of ACMQ to comply with the Americans with Disabilities Act of 1990 (ADA) regulations governing both facilities and administration. ACMQ will take steps reasonably necessary to make its examination programs accessible to persons with disabilities. Appropriate and effective modifications and/or auxiliary aids will be provided to such persons with disabilities unless doing so would impose an undue burden on the ACMQ program or fundamentally alter the measurement of skills or knowledge that the program is intended to test. An applicant may request a change in certification procedures or process due to a disability, handicap or other reason. Such notice and documentation must be provided with the application for examination at least 45 days in advance of the examination date. The applicant is responsible for demonstrating that the request should be granted.

## Exam Scoring:

1. Examination questions, answers, and grading guidelines are developed and approved by the ACMQ Board of Directors.
2. There is no penalty for incorrect answers.
3. No credit is given for items for which more than one response is selected.
4. For the examination, the passing score will be decided based on psychometric principles. All candidates achieving that score will be awarded the CMQ designation. The ACMQ Board of Directors reserves the right to change the grading system for future examinations.

## Reporting of Results:

Candidates will receive the results of their examination via email, pass or fail only, by six weeks after the exam. Individual test scores will be released only to the candidate and only upon request.

## Recertification:

The initial CMQ certification expires after 5 years. Subsequent certifications, i.e., recertifications, expire after 10 years.

### **To renew certification applicants must do one of the following:**

- Take the examination.  
*OR*
- Provide proof of 15hrs CME or the equivalent with 10hrs focused on quality and / or patient safety including ACMQ Seminars.  
*OR*
- Have attended 4 of the last 5 Annual ACMQ meetings.

## Disclaimers:

1. The Certification in Medical Quality (CMQ) recognizes that recipients have mastered a level of knowledge and a fundamental understanding of the basic tenets of medical quality as identified by the American College of Medical Quality (ACMQ).
2. The ACMQ Board of Directors Applications Review Committee has reviewed and approved the eligibility criteria of all candidates for the CMQ. Candidates have verified by signature that the credentials listed in the CMQ examination application are correct. ACMQ is not responsible for any misrepresentation of candidates' credentials.
3. The study materials listed on this website may be suggested or developed by the American College of Medical Quality (ACMQ), which has no further influence over or access to the content of the ABMQ examination.