



CMPP

Recertification Fact Sheet

INTRODUCTION TO CMPP RECERTIFICATION

CMPP recertification represents the process by which CMPP credential holders maintain their certification status with ISMPP.

The purpose of recertification is to:

1. Ensure continued education of certificants in the field of medical publications
2. Require certificants to understand and follow the standards of ethical publication practices, which continue to evolve over time
3. Ensure active involvement of certificants in the field of medical publications

CERTIFICATION PERIOD

Your CMPP certification is valid for 3 or 5 years (5 years if you certified/recertified in 2022 or later), with an expiration date of December 31st of the final year. The years of certification and expiration may be found on your digital badge.

GENERAL REQUIREMENTS FOR RECERTIFICATION

To maintain your CMPP certification, you must satisfy the following requirements:

- Equivalent of at least 3 years of active employment or practice in the medical publications field during the certification period
- Comply with ISMPP's Code of Ethics and with established standards and best practices in the medical publications field
- Comply with the policies of ISMPP's Certification Program, including payment of all recertification fees by the required due date

RECERTIFICATION METHODS

1. CERTIFICATION EXAMINATION. Achieve a passing score on the CMPP Certification Examination during the final year of the certification period.

– OR –

2. CONTINUING EDUCATION. Earn the required number of continuing education (CE) credit hours during the certification period. A minimum of 8 CE credits must be earned in each calendar year, and no more than 12 CE credits may be earned in the final year.

- Certificants are required to earn credits in the credentialing domains:
 - Develop publication plan
 - Implement publication plan
 - Foster ethical & compliant behavior in publications
- The minimum number of credits required per domain for recertification can be found in the Recertification Handbook



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CONTINUING EDUCATION CREDIT REPORTING REQUIREMENTS

- The ISMPP Credit Tracker should be used to upload all the required information on each educational activity for which credit hours are claimed. This information must be submitted by January 31 following each certification year.
- Complete, accurate records of your CE activities are required, and retention of copies of all required documentation pertaining to a course or activity as specified in the Recertification Handbook.
- Your records and the accompanying documentation must be kept for at least 12 months after the recertification cycle has ended.

CONTINUING EDUCATION CREDIT REVIEW AND APPROVAL

All recertification activities submitted for credit are subject to review and approval by ISMPP's Certification Program personnel.

ISMPP reserves the sole and exclusive right to evaluate all activities and programs on an individual basis, and, at its discretion, to deny credits for those activities that fail to meet the terms of the Recertification Policy and other ISMPP requirements. This discretion extends to the number of credits offered for a program or activity by providers other than ISMPP.

RECERTIFICATION FEES

The Recertification Application (due September 30 of the last certification year) must be submitted with a fee of US\$300.

FAILURE TO SATISFY RECERTIFICATION REQUIREMENTS

A certificant's CMPP certification may be terminated if recertification requirements are not satisfied prior to the expiration of certification. Further details can be found in the Recertification Handbook and the Recertification Policy, which can be downloaded from the ISMPP website (www.ismpp.org).

QUESTIONS CONCERNING RECERTIFICATION

Questions regarding recertification should be directed to cmpp@ismpp.org.