



American Academy of  
Healthcare Interior Designers

## Recertification Handbook



*Sentara Virginia Beach General – Main Breast Center Lobby.  
Photo courtesy of: Kimberly Bernheimer, CHID*

The mission of the American Academy of Healthcare Interior Designers (AAHID) is the certification of interior designers qualified by education, examination, training and experience to provide interior design services to the healthcare industry.



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## Continuing Education/Recertification Requirements

To maintain active CHID Certified Healthcare Interior Designer® status, certificants must maintain Continuing Education (CE) requirements.

**CHID's must keep documentation of all CEs earned which may be requested during annual random audits.** The documentation must show third party verification of completion of specific CEs.

There will be a \$375 fee associated with recertification which is due with the application. CHID credentials will be revoked if a certificant does not recertify by the end of the calendar year in which they are due to recertify.

In order to recertify, complete the [recertification application](#) in its entirety and [submit online](#).

## Recertification Cycle

Each recertification cycle is 2 years in length, beginning January 1 of the year following completion of the certification examination. The cycle ends December 31 of the second year. During each 2-year cycle, 10 CE hours are required.

For example, if you passed the CHID examination in 2021, you will be expected to renew by December 31, 2023.

## Eligible CE

The following organizations offer approved educational sessions for a certified designer to maintain CE compliance for CHID recertification.

- Approved CEU Provider courses by:
  - IDCEC
  - State Regulatory Board
  - AIA
  - CIDA accredited college/university

The subject matter of each CE session to be focused on healthcare interior design topics relating to CHID area of expertise as well as other areas of healthcare interior design. The CE sessions undertaken should be from approved CEs and can be from a variety of resource formats, such as webinars or attendance at seminars and conferences.

## Audit

AAHID conducts an annual random audit of the CEs earned within a 2 year period. A certified interior designer must be prepared to respond to an audit inquiry with documented completion of CEs.

## Application Refusal

Applications may be refused; or individuals already certified may be sanctioned, including revocation of the CHID designation, for the following reasons:

1. Attesting to false information on the application or on recertification documents or during the random audit procedure
2. Unauthorized possession or distribution of any official testing or examination materials
3. Representing oneself falsely as a designated CHID.

## Credential Revocation

If you do not recertify by your expiration date, certification will be revoked for failure to comply with recertification requirements. Individuals whose credentials have been revoked may not use the CHID credential when representing themselves.

Failure to recertify will result in the expiration of credential status. Exam reapplication is required should a certificant fail to recertify and payment is not received by December 31<sup>st</sup> of the renewal year.



*Photo courtesy of: Jamison Delfino, CHID*