



American Academy of
Healthcare Interior Designers



2024 Recertification Handbook

For CHIDs initially certified in 2022 or recertified as of January 1, 2023 with an expiration date of December 31, 2024.



*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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Recertification Cycle

Each recertification cycle is 2 years in length, beginning January 1st of the year following completion of the certification examination or recertification. The cycle ends December 31st of the second year. For example, if you passed the CHID examination in 2022 or recertified as of January 1, 2023, you will be expected to renew by December 31, 2024. During each 2-year cycle, 10 CE hours along with an application fee are required (*see more information below*). Early in the year that an individual's certification is due to expire, AAHID will notify candidates that their recertification application is due, **however, it is ultimately the responsibility of the CHID to initiate the recertification process as well as to provide AAHID with current contact information.**

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. AAHID offers a grace period through January 31, 2025, however, all CE must be earned prior to December 31, 2024. All applications received between January 1-31, 2025 will require a late fee payment.

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

Timeline for 2024

Date	Information
June 1, 2024	The 2024 application to recertify becomes available. CHIDs due to renew in 2024 may submit payment online during application or by check via mail to AAHID.
December 31, 2024	Certification expires for those due to renew in 2024. While applications to recertify may still be submitted, no CE earned after this date will be accepted.
January 31, 2025	Grace Period Deadline with Late Fee - All 2024 applications to recertify must be submitted with payment and those paid by check must be received (not postmarked) at the AAHID office with the late fee of \$100. No applications received after this date will be accepted.



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Continuing Education/Recertification Requirements

To maintain active CHID Certified Healthcare Interior Designer® status, certificants must have obtained at least ten (10) Continuing Education (CE) hours during each 2-year cycle and pay the appropriate recertification application fee.

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.

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.

Recertification Application Fees *(Non-Refundable)*

Recertification applications must be submitted with the appropriate fees below.

Application Submission Date	Fee
On or before December 31, 2024	\$375
Between January 1-31, 2025	\$475

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:

- Attesting to false information on the application or on recertification documents or during the random audit procedure
- Unauthorized possession or distribution of any official testing or examination materials
- 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 January 31, 2025.

Emeritus Status

AAHID is excited to offer an Emeritus CHID Status if you retired from your Healthcare Interior Design career or transitioned to another field. If approved, you will be granted the right to use the Emeritus CHID appellation. Read more and apply on the [AAHID website](#).

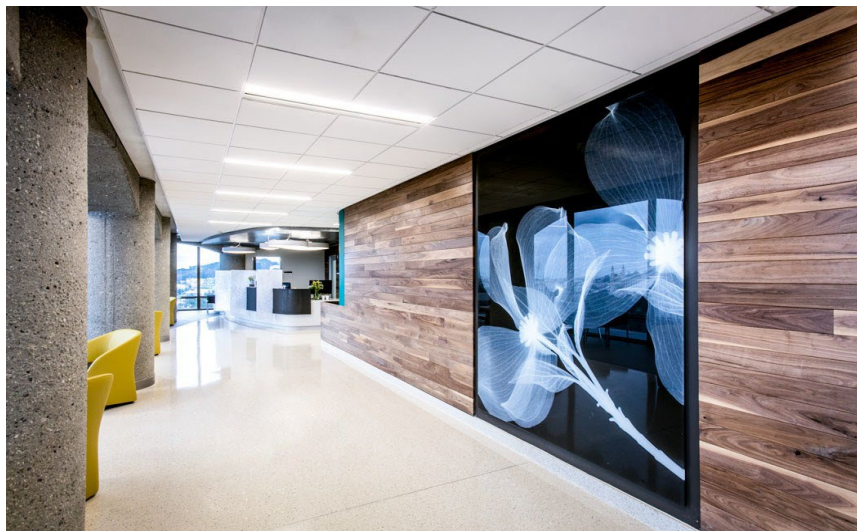


Photo courtesy of: Jamison Delfino,