



# HEALTH CARE COLLECTION MANAGEMENT 3-YEAR RENEWAL FORM

Individuals that hold the Health Care Collection Management designation are required to renew their designation every three years. To renew, submit this form with \$25 fee *and* complete *one* of the follow options: 1. Attend two ACA Conferences during the three-year renewal period out of the options below; 2. Attend six health care-related teleseminars within the three-year time period; or 3. Retake the Health Care Collection Management exam at the current rate (\$50).

## APPLICANT INFORMATION

Date:		Member ID:	
Name:		Company Name:	
Mailing Address:			
City, State, Zip:			
Phone Number:		Fax Number:	
E-mail Address:			

**Please fill out one renewal option section out of the options below:**

ACA Conference options:

- Spring Forum & Expo
- Fall Forum & Expo

## RENEWAL OPTION 1

Conference Attended		Year Attended
Spring Forum & Expo	I fully attended the conference.	
Fall Forum & Expo	I fully attended the conference.	

## RENEWAL OPTION 2

Seminar Choices	Title of Seminar	Month & Year Completed
Health Care Teleseminar		
Health Care Teleseminar		
Health Care Teleseminar		
Health Care Teleseminar		
Health Care Teleseminar		
Health Care Teleseminar		

**RENEWAL OPTION 3 – EXAM RETAKE**

Please fill out the payment information below to order another exam.

**PAYMENT INFORMATION – PAYMENT DUE WITH APPLICATION**

**HCM Exam Fee:** \$50.00 (*if renewing using exam*)

**HCM Renewal Fee:** \$25.00 (*required*)

**Total Amount Due with Application**

\$ \_\_\_\_\_

Account #:	Expiration Date:
Signature:	Print Name:

**SIGNATURE**

I certify that the information provided on this application is true and accurate to the best of my knowledge.

Candidate/Individual: \_\_\_\_\_ Date: \_\_\_\_\_

- The candidate's testing ID number and PIN will be sent to the candidate within 10 business days upon completion of training.
- The exam is delivered online and is scored immediately. All candidates receive feedback on their performance on each area of the exam. Candidates must achieve a score of 85% or higher to fulfill the diploma program.
- The exam is a **closed-book** exam and takes approximately one hour to complete. Certificates will be sent out within approximately 30 days of completion of the exam.

<b>Return to:</b>	Campus ACA ACA International 4040 W. 70 <sup>th</sup> Street, Minneapolis, MN 55435
<b>E-mail to:</b>	campusaca@acainternational.org
<b>Fax to:</b>	(952) 922-6402