

# Healthcare Collection Management (HCM) Designation Three-Year Renewal Application

## Applicant Information

Applicant Name \_\_\_\_\_ Applicant ID (if known) \_\_\_\_\_

Company Name \_\_\_\_\_ Company ID \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

## Please Fill Out **ONE** Renewal Option Section Out of the Options Below:

### RENEWAL OPTION 1

<u>Conference Attended</u>	<u>Year Attended</u>
<input type="checkbox"/> Spring Forum & Expo	_____
<input type="checkbox"/> Fall Forum & Expo	_____

### RENEWAL OPTION 2

<u>Seminar Choices</u>	<u>Title of Seminar</u>	<u>Month &amp; Year Completed</u>
<input type="checkbox"/> Healthcare Hot Topic	_____	_____
<input type="checkbox"/> Healthcare Hot Topic	_____	_____
<input type="checkbox"/> Healthcare Hot Topic	_____	_____
<input type="checkbox"/> Healthcare Hot Topic	_____	_____
<input type="checkbox"/> Healthcare Hot Topic	_____	_____
<input type="checkbox"/> Healthcare Hot Topic	_____	_____

### RENEWAL OPTION 3 – EXAM RETAKE

Please fill out the payment information on page 2 to order another exam.

**Payment Information – Payment Due with Application**

HCM Exam Fee: \$69.00 members, \$138 nonmembers (if renewing using exam)

HCM Renewal Fee: \$25.00 (required unless purchasing exam to renew)

**Total Amount Due with Application: \$ \_\_\_\_\_**

Check enclosed. (*Make check payable to ACA International.*)

Credit Card (check one):  Visa  MasterCard  American Express

Account #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CVC \_\_\_\_\_

Signature \_\_\_\_\_ Print Name \_\_\_\_\_

We recommend not emailing forms containing credit card data. Fax or mail instead.

**Signature**

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

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**Additional Information**

- 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.
- Successful candidates will be able to view and print certificates via their My ACA account on ACA International's website with their login and password previously used to access their exam. Certificates will be available for 180 days.

**Please Mail or Fax With Payment to:**

ACA International  
Attn: Customer Care Center  
4040 W. 70th Street, Minneapolis, MN 55435

Fax: (952) 926-1624