



Program Description

Council-certified Environmental Infection Control Remediation Assistant

CEICRA

The American Council for Accredited Certification offers the Council-certified Environmental Infection Control Remediation Assistant (CEICRA) to individuals whose knowledge of infection control warrants professional recognition.

Objectives of the CEICRA Program:

- § To raise the standards of those engaged in the execution of infection control projects.
 - § To identify persons with acceptable knowledge of indoor air quality and the standards and regulations affecting Council-certified Environmental Infection Control Remediation Assistants.
 - § To qualify applicants for certain state licenses.
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Eligibility:

Individuals are eligible for the CEICRA certification who can attest to their employment in the field of infection control. Applicants for licenses where the CEICRA is required must meet the eligibility requirements published by each state.

The Required Body of Knowledge:

The effective practice of infection control requires basic knowledge in various related disciplines. For certification purposes, the candidate for the CEICRA designation must demonstrate familiarity with the basic concepts and reference materials relating to infection control, such as those summarized in the following list.

1. American Council for Accredited Certification, Code of Conduct (www.acac.org)
 2. CDC, *Guideline for Environmental Infection Control in Health-Care Facilities* (2003)
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The Required Skills:

A Council-certified Environmental Infection Control Remediation Assistant (CEICRA) has demonstrated the following skills through the successful completion of an independent examination and board review process:

1. Infectious Diseases and Their Modes of Transmission in the Healthcare Setting
 - a. Apply scientific knowledge of infectious diseases and their modes of transmission to infection control activities in healthcare and other institutional settings.
2. Principles of Infection Control During Construction, Demolition and Renovation
 - a. Understand the impact of HVAC systems on infection control during construction, demolition and renovation activities.
 - b. Understand the impact of filtration systems on infection control during construction, demolition and renovation activities.
 - c. Understand the behavior of conditioned air in occupied spaces and its impact on infection control during construction, demolition and renovation activities.
 - d. Understand the impact of water systems on infection control during construction, demolition and renovation activities.
3. Effective Infection Control Practices
 - a. Conduct appropriate and effective containment engineering during construction, renovation and demolition activities.
 - b. Implement appropriate infection control practices for air handling systems during construction, renovation and demolition activities.
 - c. Conduct appropriate and effective environmental sampling during construction, renovation and demolition activities.

- d. Implement appropriate infection control practices in Protective Environment (PE) rooms, Airborne Infection Isolation (AII) rooms and Operating Rooms (OR) rooms during construction, renovation and demolition activities.
 - e. Employ effective cleaning procedures for environmental surfaces during construction, renovation and demolition activities.
 - f. Implement effective infection control practices for water handling systems during construction, renovation and demolition activities.
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The Certification Process:

1. Complete and forward the notarized application to the Council office. Incomplete applications will not be forwarded to the Certification Board for review.
 2. Pass the closed-book examination. If the examination is not successfully passed, a fee is required before rescheduling the makeup examination.
 3. Applicants have up to 2 years from the date of their examinations to complete the application process. Examination results for applications left incomplete after two years will be considered null and void.
 4. Wait for the awarding of the certification. The Certification Board will meet approximately every four (4) weeks to review the examination results and supporting materials before voting to award the certification.
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The CEICRA Examination:

1. The applicant must complete a 2-hour, closed-book, written examination. The examination questions are based on the listed exam topics and required body of knowledge. For an updated list of exam topics and item references to use in test preparation, visit www.acac.org.
 2. The examination is closed-book! It is strongly recommended that candidates read the reference materials listed above before taking the examination.
 3. There are 50 questions on the examination. Each question is multiple-choice with at least four (4) possible answers. A score of 70% must be achieved to pass this examination.
 4. The examination is delivered electronically at an authorized testing center operated by Kryterion, Inc. There are no paper exams. Once a complete application packet is on file in the Council office, the candidate may register for the examination by calling the office at (888) 808-8381.
 - § Candidates should arrive 30 minutes before the testing appointment.
 - § Candidates must present two forms of government-issued identification at the testing center, one of which must be picture ID.
 - § Candidates must follow proctor instructions with regard to the use of personal belongings and test materials, including submitting eyeglasses and exterior pockets for inspection.
 - § Candidates failing to abide by these rules will not be permitted to sit for the exam, and a re-examination fee will be required.
 5. All examinations contain the same questions; however, the examination questions are presented to each candidate in random order and the examination answers are presented to the candidate in random order.
 6. Examinations are graded electronically at the testing facility, and scores are available to candidates immediately. An email is sent to the candidate's email address confirming test results.
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The Certifying Body:

1. The American Council for Accredited Certification is the certifying body for this certification program.
2. All decisions regarding application materials, examinations and the awarding of certifications are made by the CEICRA Certification Board, which functions as part of the American Council for Accredited Certification.
3. The certifying body's responsibility to applicants is to provide a credible certification. Operation of the certification program is closely monitored to ensure that reference materials remain current with the industry guidelines and standards and the eligibility requirements for certification are at appropriate levels. Examination questions are developed by certified personnel who are currently active in the field of infection control. Pass/fail scores are set by the CEICRA Certification Board at the ACAC annual meeting using the modified Angoff method. The Board authorizes an annual statistical review of examination item performance and test reliability and updates the examination to reflect the latest changes in our rapidly evolving field.

4. The CEICRA certification is valid for two (2) years, after which time re-certification is required according to the policy described below.
 5. Certification Board members are required to abstain from voting on any applicant's completed file that may present a conflict of interest, either personally or professionally.
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Re-certification:

Recertification Eligibility:

CEICRAs may recertify once. CEICRAs who remain active in infection control are encouraged to apply for certification as Council-certified Environmental Infection Remediators (CEICRs) as soon as they become eligible. The CEICRA certificate shall expire permanently two (2) years from the date of recertification (that is, four (4) years from the date of initial certification), except as provided below.

Exception:

CEICRAs who continue to work in association with a Council-certified Environmental Infection Control Supervisor (CEICS) as an employee or apprentice may recertify at the end of each two-year term. The supervising CEICS shall be responsible for signing off on their recertification affidavits (see below).

Due Process Procedures:

1. The CEICRA Certification Board is responsible for all facets of the certification program, including the review and evaluation of applications, the development and administration of examinations, the granting and reissuing of certificates and the adjudication of complaints against certificants.
 2. **Suspensions:** If a Council-certified Environmental Infection Control Remediation Assistant does not complete the required re-certification activities, certification shall terminate unless, in the judgment of the Certification Board, extenuating circumstances exist and the deficiency can be readily overcome. Examples of extenuating circumstances include documentation of active military service or documentation of a serious medical condition.
 3. **Complaints:** If a Council-certified Environmental Infection Control Remediation Assistant fails to abide by the ACAC Code of Conduct or is formally accused of gross negligence in the performance of his or her professional duties, the Certification Board may vote to refuse re-certification.
 4. Appeals: Any holder of a valid Council certification or applicant for such a certification may appeal the decisions of the Certification Board.
 5. Complaints or appeals shall be made in writing via certified mail to the Certification Administrator.
 6. In the case of complaints, the Certification Administrator shall forward the complaint to the accused certificant and allow him or her ample time to respond.
 7. The Certification Administrator, at the direction of the Executive Committee, may forward complaints or appeals to the appropriate Certification Board.
 8. The Certification Board shall rule on all complaints or appeals by unanimous vote.
 9. Complaints or appeals may be continued in writing via certified mail to the National Advisory Board.
 10. The National Advisory Board shall be the final court of appeal and will rule on complaints or appeals by unanimous vote.
 11. In resolving complaints or appeals, ACAC may rule only on its own decisions to grant or deny certification and recertification.
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Reinstatement of the CEICRA:

Council-certified Environmental Infection Control Remediation Assistants who do not complete the required re-certification activities by their recertification date will be notified in writing to cease using the CEICRA designation. They will be listed as expired on the Council website and will no longer be listed as a CEICRA in any ACAC publication.

Fees:

All fees are listed on the ACAC website. Corporate purchase orders, checks, Visa, MasterCard and American Express are accepted.

Certification Fee for a two-year certification:

§ Certification fees include a non-refundable processing fee.

Examination Fee:

§ Examination and certification fees are required prior to taking examinations.

Re-certification Fees:

§ Re-certification fees include a non-refundable processing fee.

Re-examination Fees:

§ For those who failed a previous exam.

Penalties for late re-certification:

§ May be waived in case of documented active military duty or medical issues.

Use of the CEICRA Designation:

§ A Council-certified Environmental Infection Control Remediation Assistant (CEICRA) may use the designation with his/her name on organization letterheads, business cards and all forms of address. When using the CEICRA designation, we encourage the spelling out of the designation fully in smaller print immediately below the signature block, as in the following example:

John Doe, CEICRA
Council-certified Environmental Infection Control Remediation Assistant
Board-awarded by the American Council for Accredited Certification

§ Public use of the designation must include its full and complete name. Dropping the word "assistant" from the title or the letter "A" from its acronym is grounds for immediate revocation of the designation.

§ Certification is for individuals only. The CEICRA designation may not be used to imply that an organization or firm is certified.

ACAC Code of Conduct:**§ Objective**

The objective of this code is to provide guidance for appropriate conduct for the certificants of the American Council for Accredited Certification as they engage in their individual professions.

§ Rules of Conduct

Certificants of the American Council for Accredited Certification shall:

- Practice their respective professions following accepted industry standards and guidelines.
- Exercise caution not to misrepresent their credentials, training or experience in the course of their professional activities.
- Deal responsibly in advising parties regarding potential damage to property and/or risk to health.
- Maintain confidentiality concerning both personal and business information gathered in the performance of their professions, except in the case of overriding legal and/or health concerns.
- Avoid instances where conflict of interest or compromise of professional judgment may occur.
- Act with integrity to uphold the standards of their profession and of the Council and avoid any conduct that could adversely reflect on the Council and its certificants.

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We reserve the right to change/update our certification examination material, eligibility requirements and re-certification requirements at anytime we deem necessary to maintain the professional integrity and validity of our certification.

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