

Criteria for Choosing A Quality Certification Agency



- **National Agency with Nonprofit Status:** Choose an agency that awards a national credential that is portable and recognized throughout the US. Also choose a nonprofit agency, which provides reassurance that revenue is not a motivating factor in developing and administering the certification credential.
- **Recognition by a Reputable Organization:** Look for a certification agency that has been publicly recognized meeting established credentialing standards (e.g., accreditation by a certification accrediting body such as NCCA or ANSI).
- **Qualifications and Eligibility Requirements Consistent with Current Industry Standards:** A certification agency should develop qualification requirements that are consistent with industry standards. Low hurdles to qualifying for a certification exam are typically not well received by employers, can damage a school's reputation, and may actually do the student a disservice.
- **Exams Developed According to Industry Standards:** Exams should be developed by a group of individuals who represent content experts, educators and professionals working in the field. Exams should also be competency-based and developed according to psychometric and industry-standard methodologies. Ongoing review of exam questions and a periodic correlation with actual tasks performed in the field helps make certain that exams are consistent with current job expectations.
- **Secure Exam Administration:** The agency should devote considerable resources to ensuring secure exam administration and procedural standardization. All online or written exams should be conducted in a tightly controlled, proctored environment. To maintain testing integrity, instructors and other school officials should NOT proctor their own students' exams. Instructors and proctors should also have no financial incentive for administering a certain number or type of exam.
- **Certification Maintenance Requirement:** The agency should require continuing education (CE) or other evidence of continuing competency as a condition for maintenance of certification. If the certification agency offers continuing education, it should allow certificants to meet the CE requirement through multiple avenues, not solely through programs sold by that certification agency.
- **Reputable, Transparent and Accessible Organization:** The agency should have long-standing presence and a favorable reputation in the certification community. The agency should also make available documents that clearly spell out its policies and procedures concerning the application and certification process. The certification agency should be easy to work with and should be available to answer questions.

American Medical Technologists (AMT) meets all of the above criteria.

