



COUNCIL FOR HOMEOPATHIC CERTIFICATION

CERTIFICATION HANDBOOK for the Certified Classical Homeopath (CCH) Credential

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The Council for Homeopathic Certification (CHC) is a member of the Institute for Credentialing Excellence (ICE), and the CHC Certification Program is accredited by the National Commission for Certifying Agencies (NCCA).



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Section 1 | About the CHC

The Purpose of Homeopathic Certification

To certify and recertify individuals who meet and maintain a recognized standard of professional and ethical competence in classical homeopathy.

The CHC Certification Exam

The CHC Certification Exam is a valid and reliable measure of the knowledge and skill in classical homeopathy required for an entry-level certified practitioner of homeopathy. The CHC is accredited by the National Commission for Certifying Agencies (NCCA) and is the only accredited certification organization for professional homeopathy practice in North America. Only individuals who have met the CHC educational requirements are eligible to take the exam.

About the Council for Homeopathic Certification

The Council for Homeopathic Certification (CHC) was formed in 1991 and incorporated in 1992 as a non-profit 501(c)(6) organization with the vision of a healthcare system, which includes access to certified classical homeopathic practitioners and makes homeopathy accessible to all. Acting with an autonomous governing Board of Directors, the CHC maintains oversight and responsibility for all certification and recertification policy decisions, including governance, eligibility standards, appeals and disciplinary actions, and the development, administration, and reporting of the results of assessment instruments.

In July 2017, the CHC was accredited by the NCCA, creating the first and only third-party-accredited homeopathic certification organization in North America. Reaccreditation takes place every five years, and the CHC was last reaccredited in 2022. NCCA standards require that the CHC's professional certifying exams meet objective psychometric content validity, reliability, and scoring standards, and that certification processes adhere to best practices in order to ensure the health, welfare, and safety of the public.

The CHC is also an organizational member of the Institute for Credentialing Excellence (ICE). ICE is a private and voluntary membership organization that provides educational, networking, and other resources for organizations like the CHC awarding credentials.

CHC's Mission & Vision

The CHC's mission is to advance the homeopathic profession by certifying individuals who meet and maintain a recognized standard of professional and ethical competence in classical homeopathy and to assist the general public in choosing appropriately qualified homeopaths.

We envision a healthcare system that encompasses certified classical homeopathic practitioners accessible to all.

Non-Discrimination & Confidentiality Policies

The CHC does not discriminate on the basis of race, color, age, gender, sexual orientation, political or religious beliefs, disability, marital status, national origin, or ancestry. The CHC strives to promote diversity, equity, inclusion, and accessibility in all areas of organizational and professional practice.

Confidential information (non-public information including, but not limited to: name, address, social



security number, bank or credit account numbers, financial or medical information, certification numbers, etc.) is protected by federal and state statutes. To protect privacy, CHC's database of personal information is accessible only by designated staff and contractors operating under a nondisclosure agreement. This database may also be used in aggregate (such as pass rates, number of certificants, score trends, etc.) for the purpose of research reports and published data.

All information related to certification remains confidential, except for the current standing of any certificate holder, which is available to the public. Unless required by law, written authorization by an applicant or candidate is required to release any other information. Please note that test score or pass/fail status will not be provided by phone.

Work/Study Visas

The CHC does not provide referrals, information, or assistance regarding work or study visas. Please do not contact the CHC with inquiries about these topics.

The Value of CHC Certification

- The CHC credential provides public recognition of homeopathy.
- Certification promotes homeopathy as a recognized practice, equating homeopathy with other professionally certified healthcare professions.
- The CHC credential increases the public's confidence in the CCH holder's professional expertise.
- The CHC's recertification requirements ensure that certified homeopaths continually expand their professional knowledge and competence. For more information about recertification, please see the section '[Maintaining Certification](#)'.
- The work of the CHC depends on certified homeopath volunteers. After becoming certified, you can support the profession by serving on a CHC committee. Committee members gain knowledge of homeopathy, network with diverse members of the profession, and build organizational skills.

The Benefits of CHC Certification

CHC certified practitioners in good standing qualify for the following benefits:

- Promotion of your practice on the CHC website directory '[Find a CCH](#)'.
- Eligibility to purchase professional liability insurance through the [Westminster Group](#).
- Eligibility to apply for membership in the [North American Society of Homeopaths \(NASH\)](#) which grants the RSHom (NA) designation. CCH holders who apply for the RSHom have significantly reduced requirements.
- A 50% discount on a [Professional Membership](#) from the National Center for Homeopathy (Valid for one year only; applies to new certificants only. Contact info@homeopathycenter.org for details).
- A complimentary two-month membership to [Trinity Health Hub](#) (applies to new certificants only).
- Practitioner discounts on products from many homeopathic pharmacies.
- Opportunities to be featured on the CHC's social media channels.



Section 2 | The CHC Certification Process

CHC Certification Process Overview

IMPORTANT: *Open an account on the MyCHC platform (accessible via a button on our website) to begin your exam application for Pathway 1: ACHENA approved school graduates. To begin an application for Pathway 2: [International and non-ACHENA approved school graduates](#), click the button on the website labeled, [International & Non-ACHENA Exam Applicants](#).*

Applications (\$35 fee) must be approved and verification received from the CHC before registering to take the exam.

- **To allow time for verification of your application,** complete and submit your application at least 6 weeks in advance of your preferred testing date.
- **Once your application is verified,** register to take the exam and select an exam date in either April or October.
- **There are two eligibility pathways for the CHC Exam:**
 - **Pathway 1:** Graduates of ACHENA accredited or CHO approved schools, or schools which have received candidate status from ACHENA (\$35 Application Fee)
 - **Pathway 2: All Other Applicants:** Individuals applying through Pathway 2 must have their documentation verified through the Pre-Qualification Evaluation (PQE) Review (\$35 Application Fee + \$75 PQE Review Fee)
- **There are two delivery methods for the CHC Exam:**
 - **Via an Authorized Testing Center:** Authorized Testing Centers are available throughout the US and Canada.
 - **Via Live Remote Proctoring:** Live Remote Proctoring enables test takers to take the CHC Exam from their homes. *(Note: Live remote proctored exams must be taken at a location in the US or Canada.)*

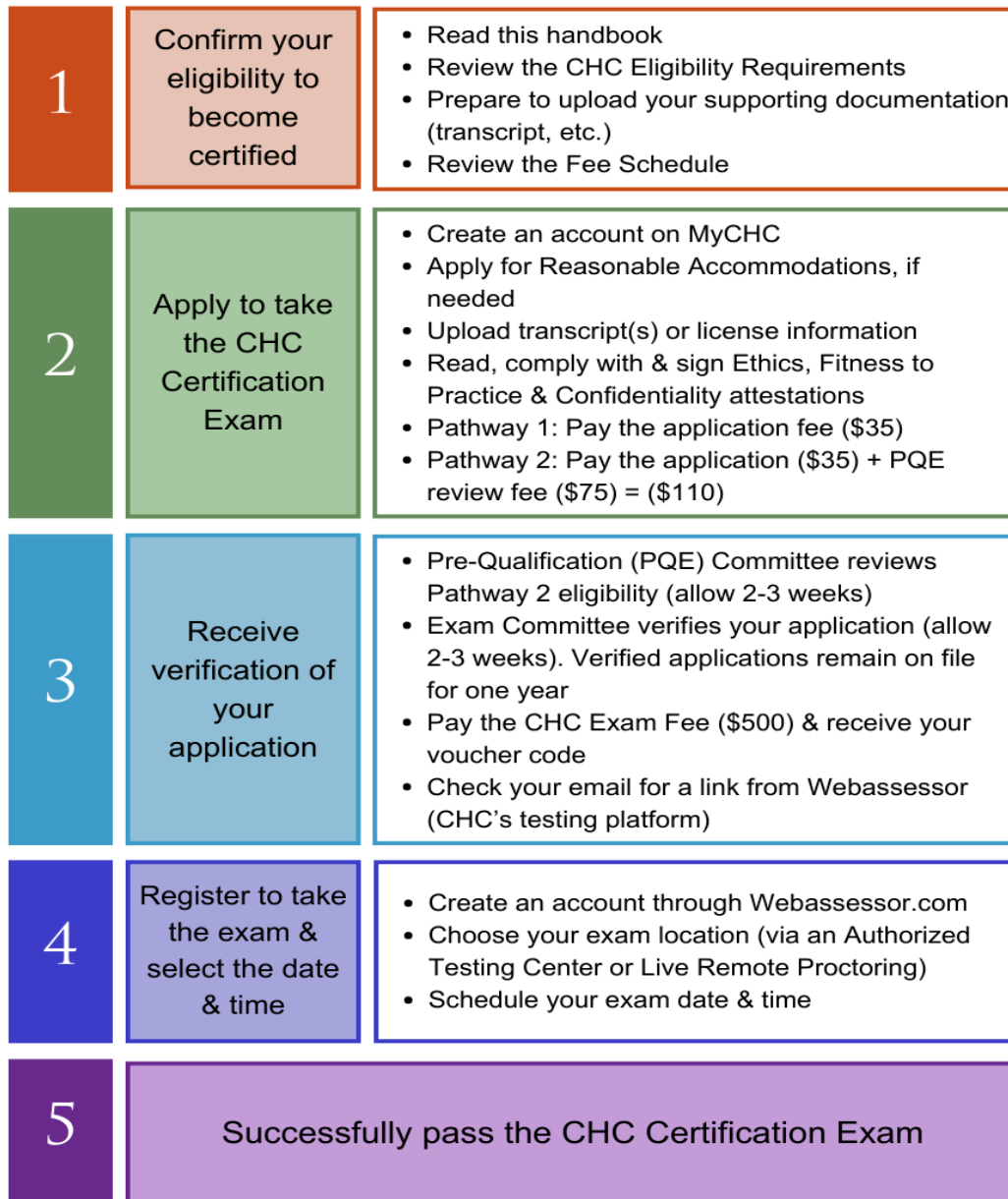
ADA Test Accommodations

Applicants may make a request for reasonable accommodations for disabilities covered by applicable laws. **Requests must be submitted and approved prior to applying to take the exam.** Once the request for Reasonable Accommodations has been approved by the CHC, applicants may submit an application for the exam.

If you need Reasonable Accommodations, please complete and submit [Request for Reasonable Accommodations for Testing Form](#) at least four weeks prior to the opening of the exam cycle (also included in the [Appendices](#)).

The Roadmap to Certification

This diagram gives a brief overview of the stages to become a certified classical homeopath (CCH). There is more detail in the pages that follow.





English Language Proficiency

Both oral and written English proficiency are required. The CHC does not offer accommodations for limited English proficiency. An English language proficiency test is not required.

Exam Location

The exam must be taken at a location in the United States or Canada. To ensure exam security, the CHC requires that all test takers be physically present at a location in the United States or Canada on the day of their exam. This policy is applicable whether you are taking the exam at an approved Authorized Testing Center or via Online Remote Proctoring.

Step 1: Confirm Your Eligibility to Become Certified

PATHWAY 1: Graduates from schools or programs that have been accredited by the *Accreditation Commission for Homeopathic Education in North America (ACHENA)*, have been approved by the *College of Homeopaths of Ontario (CHO)*, or graduates from schools or programs that have earned candidate status from ACHENA.
(Application Fee \$35)

REQUIREMENTS (All of the following are required)

- A copy of official transcript(s) from an ACHENA accredited or CHO approved program, or from a school which has received candidate status from ACHENA verifying:
 - Completion of a minimum of 500 hours of theory and foundations in classical homeopathy
 - Completion of 500 hours of clinical training, including at least 10 independently managed chronic cases with two follow-ups each supervised by an experienced homeopath with a CCH.
 - Successful completion of college-level courses in both Anatomy & Physiology and Human Pathology.
- The applicant must read, comply with, and sign required attestations regarding [Fitness to Practice](#), [CHC's Code of Professional Ethics](#), [CHC Client Healthcare Rights](#), and [Confidentiality of Exam Questions](#).

PATHWAY 2: All Other Applicants
(\$35 Application Fee + \$75 PQE Review Fee = \$110 Total)

REQUIREMENTS (All of the following are required)

- A copy of official school transcript(s) documenting 1000 hours of a sequential, comprehensive, cohesive, homeopathic program of study* which includes:
 - 500 hours of study in the foundations, history, and theory of classical homeopathy (including study of materia medica, repertory, posology, ethics, professional practice, case taking, case analysis, as well as case follow-up and management).
 - 500 hours of homeopathic clinical training. Clinical training is roughly divided into two parts:
 - Part 1 consists of 250 hours of documented clinical observation.
 - Part 2 consists of 250 hours of clinical analysis which must include a minimum of 10 independent cases with two follow-ups each, presented in written case reports, and must be supervised by an experienced homeopath with a CCH. The 10 cases must be verified on the transcript or on the CHC [Clinical Training Log](#).
 - A copy of an official transcript for college level courses in both Anatomy & Physiology and Human Pathology
- Course descriptions, syllabi, or a detailed program description issued by the school OR a government issued license or registration in classical homeopathy.
- The applicant must read, comply with, and sign attestations regarding [Fitness to Practice](#), [CHC's Code of Professional Ethics](#), [CHC Client Healthcare Rights](#), and [Confidentiality of Exam Questions](#).

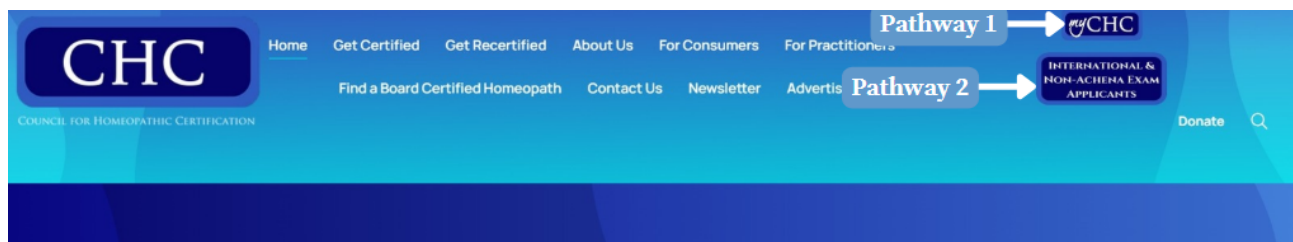
Note: Applicants outside the US and Canada may be asked to verify their education through evaluation services such as AACRAO, ECE, or WES.

***Note:** Certificates from individual courses/seminars are not accepted.

Step 2: Apply to Take the CHC Certification Exam

Pathway 1 Applicants: Apply to take the **Pathway 1 (Graduates of ACHENA approved schools)** CHC Certification Exam via the **MyCHC** credential management system.

Pathway 2 Applicants: Apply to take the **Pathway 2 (Graduates of all schools which are not ACHENA approved)** CHC Certification Exam via the **'International & Non-ACHENA Exam Applicants'** application portal.





Pathway 1 Applicants:

1. Create your **MyCHC** account at mychc.homeopathcertification.org
2. Complete all fields marked with an asterisk (*)

*Important: When setting up your **MyCHC** account, enter your **NAME** that matches your official identification documents. **You will need to use the same name and same email address when scheduling your exam on the Webassessor platform after your application is verified.***

3. Choose **PATHWAY 1**. Refer to the requirements for Pathway 1 as described in detail above.
4. Choose your **SCHOOL** from the drop-down list, or, if you attended a school not listed, type in the name of the school.
5. Create a password.
6. Click on **CREATE ACCOUNT**. An account verification email will be sent to the email address you used to create the account.
7. Upon receipt of the verification email, click the **VERIFY** link and log in to your account to complete the required sections of your profile (Address, Education, Demographics, etc.)

Important: Applicants requesting reasonable accommodations for disabilities covered by applicable laws in the US must complete and submit the [Request for Reasonable Accommodations for Testing Form](#) (also included in the [Appendices](#)).

8. Upload a **SINGLE DOCUMENT** as evidence of your foundational, clinical, and health sciences training.
9. Read the attestations and provide your electronic signature.
10. Pay the \$35 application fee.

Pathway 2 Applicants:

1. From www.homeopathcertification.org, locate the button labeled 'International and Non-ACHENA Exam Applicants'. Click this button.
2. Upload **ALL PERTINENT TRANSCRIPTS** as evidence of your foundational, clinical, and health sciences training.
3. If you hold a homeopathy license, upload a **LICENSE CERTIFICATE** that shows a verifiable license number and validity date. You may be asked for further documentation such as graduating transcripts, marksheets, degrees, certificates, etc. to support the eligibility requirements.
4. Upload or provide the URL to your school's course descriptions and/or syllabi.
5. Read the attestations and provide your electronic signature.
6. Pay the \$35 application fee and \$75 PQE review fee (\$110 total).

Important: If your application is incomplete for more than one year, it will be considered abandoned and will expire.

Step 3: Receive Verification of Your Application

In this step, the Pre-Qualification Evaluation Committee (PQE) and/or the Exam Committee will review your application for eligibility and verify your submissions. Please note that this verification may take 2-3 weeks.

Once approved, your application is valid for one year.

If the PQE and/or Exam Committee approves your application:

- You will receive an email notification with instructions to pay the CHC Certification Exam Fee. **Pathway 1 applicants** must do so via your **MyCHC** account; **Pathway 2 applicants** must do so **via the link provided** in the email.
- After your CHC Certification Exam Fee payment is confirmed, you will receive a CHC Certification Exam voucher code. **Pathway 1 applicants:** within the **MyCHC** platform. **Pathway 2 applicants: via an email** from the CHC. **Your voucher code is essential for scheduling your exam.**
- You will also receive a scheduling email with instructions regarding how/when to schedule your CHC Certification exam on CHC's Webassessor.com platform.

If the PQE and/or Exam Committee does not approve your application:

- **Pathway 1 Applicants:** You will receive an email notification to log in to **MyCHC** to view any relevant posts containing details and next steps. For example, the committee may post a request for additional supporting documents and/or ask questions regarding your education. You must respond to those posts to re-submit your application for taking the CHC Certification Exam.
- **Pathway 2 Applicants:** You will receive an email from the **PQE Committee** requesting additional information or corrections to your application.

Step 4: Schedule Your CHC Certification Exam Date

The CHC uses Kryterion's testing platform, Webassessor, to deliver the exam at designated test sites or via Live Remote Proctoring.

Once your application has been verified and you have received the scheduling email, it's time to create an account at [Webassessor.com](https://www.webassessor.com).

The account creation link is in the upper right, in the top-level navigation. If you have questions or need assistance at any point in this process, please log in to your **MyCHC** account and open a support ticket.

*Important: When setting up your Webassessor account, be sure to enter your name as it appears on your official identification documents and your email address exactly as you did for your **MyCHC** account. If these fields are inconsistent there will be a delay in receiving your results.*

After you have created your Webassessor account, you will be prompted to:

- Enter your exam voucher code
- Choose between Live Remote Proctoring or an Authorized Testing Center
- Choose your exam date and time

Upon completion of these scheduling steps, you will receive an email confirming your choices.



Step 5: Studying for the CHC Exam

Please review [Section 3 | Exam Content](#), [Section 4 | CHC Certification Exam Day](#) and [Section 5 | After the Exam](#) in this handbook.

CHC Exam Overview

- The CHC Exam consists of 200-220 multiple choice items, and you must choose the **single** best answer for each item.
- You will have four hours (240 minutes) to complete the exam.
- To ensure exam security, the CHC requires that all test takers be physically present at a location in the US or Canada on the day of their exam. This rule applies even if you are taking the exam via online Live Remote Proctoring.

CHC Exam Content Areas

(For complete details, see [Section 3 | Exam Content](#))

- Foundations and Theory of Classical Homeopathy
- Materia Medica
- Repertory
- Health Sciences
- Ethics and Professional Practice
- Homeopathic Case Taking
- Homeopathic Case Analysis
- Posology
- Follow-up and Case Management
- Case Studies
- Repertory Graphs and Charts

CHC Exam Scoring

- The score required for passing the exam is 255. Scores are scaled (or standardized) using a method that is similar to the method used to score college entrance exams such as the Scholastic Assessment Test (SAT).
- The range for exam scores is between 100 and 300.
- A provisional score will be shown onscreen immediately upon completion of the exam, except during a beta exam cycle. **However, the provisional score is not your final score.**
- You will be notified via email when your final score has been verified. This will occur 2-3 weeks after the close of the exam cycle. (During beta exam cycles, significantly more time might be needed for verification of final scores by the psychometrician.) For complete details, see [Section 5 | After the Exam](#).

CHC Certification Exam Day Policies

- No outside materials or references are allowed inside the exam room.
- No electronic devices (phones, computers, etc.) are allowed inside the exam room.



- No eating or drinking is permitted during the exam.
- No test misconduct will be tolerated during the exam.
- For complete details, see [Section 4 | Taking the CHC Certification Exam](#).

Breaks During Your Exam

- If you are taking the exam at an Authorized Testing Center, you may take a short break during the exam. Please note that the exam time clock will NOT stop during a break.
- If you are taking the exam via Live Remote Proctoring, no breaks are permitted. Hence, if you feel that you must have a break, we suggest you schedule your exam at an Authorized Testing Center.
- For a complete list of Exam Day Policies, please see [Section 4 | Taking the CHC Certification Exam](#).

CHC's Annual Recertification Requirement

- After initial certification, annual recertification is mandatory to maintain your credential.
- New certificants do not need to be recertified in the year that they passed the exam. For example, if you passed the exam in April or October of 2024, recertification would not be due until the end of 2025.
- Please refer to the [CHC Recertification Handbook](#) on the CHC website for additional recertification guidelines and procedures.



The CHC Exam/Recertification Calendar

Spring Exam Cycle We encourage you to study for the CHC Exam at least 3 months before your preferred exam cycle.	
January - February	<ul style="list-style-type: none"> ● PATHWAY 2 applicants should apply for pre-qualification at least 6 weeks in advance of each exam cycle. ● PATHWAYS 1 and 2 applicants who have a recognized disability and require reasonable accommodations must submit a Request for Reasonable Accommodations for Testing Form by the end of February (also included in the Appendices).
March	<ul style="list-style-type: none"> ● PATHWAY 1 applicants should submit their applications to take the CHC Exam at least 2-3 weeks before each exam cycle begins.
April	The spring CHC Exam Cycle runs from April 1 st to April 30 th (excluding weekends and holidays).
May	Spring CHC Exam Cycle scores will be distributed via email. If you do not pass the exam and need to schedule a retake: <ul style="list-style-type: none"> ● The first retake may be taken during the next available exam cycle. ● For a second retake, you must skip at least one cycle
Fall Exam Cycle We encourage you to study for the CHC Exam at least 3 months before your preferred exam cycle.	
July - August	<ul style="list-style-type: none"> ● PATHWAY 2 applicants should apply for pre-qualification at least 6 weeks in advance of each exam cycle. ● If you have a recognized disability and require reasonable accommodations to take the exam, you must request reasonable accommodations by the end of August by submitting the Request for Reasonable Accommodations for Testing Form (also included in the Appendices)
September	<ul style="list-style-type: none"> ● PATHWAY 1 applicants should submit their applications to take the CHC Exam at least 2-3 weeks before each exam cycle begins.
October	The fall CHC Certification Exam Cycle runs from October 1 st to October 31 st (excluding weekends and holidays).
November	Fall CHC Certification Exam Cycle scores will be distributed via email. If you do not pass the exam and need to schedule a retake: <ul style="list-style-type: none"> ● The first retake may be taken in the next available cycle ● For a second retake, you must skip at least one cycle



Recertification

The recertification deadline is December 31.

December	New certificants do not need to be recertified in the year that they passed the exam. For example, if you passed the exam in April or October of 2024, you will need to recertify by the 2025 recertification deadline. Please refer to the CHC Recertification Handbook for details including qualifying Continuing Education activities.
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CHC Fee Schedule

PATHWAY 1 (all amounts are in US Dollars)	
CHC Exam Application Fee	\$35.00
Initial CHC Exam Fee	\$500.00
CHC Exam Retake Fee	\$325.00

PATHWAY 2 (all amounts are in US Dollars)	
Pre-Qualification Evaluation Review Fee (\$75) + CHC Exam Application Fee (\$35)	\$110.00
Initial CHC Exam Fee	\$500.00
CHC Exam Retake Fee	\$325.00

PATHWAY 1 or 2 (all amounts are in US Dollars)	
Late Rescheduling or Cancellation Fee	\$125.00 (Authorized Testing Center) \$70.00 (Live Remote Proctoring)
No Show Fee	\$125.00 (Authorized Testing Center) \$70.00 (Live Remote Proctoring)

Refunds

- For **Pathway 1 applicants**, the CHC does not offer refunds of the CHC Certification Exam Application Fee.
- For **Pathway 2 applicants**, the CHC does not offer refunds of the Pre-Qualification Evaluation Review Fee.
- For **Pathway 2 applicants**, if eligibility is denied by the PQE Committee, the \$35 CHC Certification Exam Fee is refundable.
- For Authorized Testing Center appointments, if you cancel your exam **AT LEAST 72 HOURS BEFORE THE SCHEDULED TIME**, 100% of the CHC Certification Exam Fee is refundable.
- For Live Remote Proctoring appointments, if you cancel your exam **AT LEAST 24 HOURS BEFORE THE SCHEDULED TIME**, 100% of the CHC Certification Exam Fee is refundable.

For more information regarding rescheduling/cancellation please see [Exam Rescheduling & Cancellations](#).



Exam Rescheduling & Cancellations

You may reschedule or cancel your CHC Certification Exam according to the following policies and conditions:

- Applicants may choose to defer (postpone) taking the exam until the next exam cycle. For example, an applicant who schedules an exam (initial or retake) in April may reschedule the exam for the following October.
- Your initial exam verification and voucher is valid for one year, which is typically two exam cycles. If you do not reschedule your exam within one year, you will need to re-apply.
- Penalty fees for late rescheduling, late cancellation, and no-shows may apply.
- Any unauthorized use of CHC Certification Exam vouchers will result in immediate and permanent dismissal of the candidate by the CHC.
- If you decide to switch modes from Authorized Testing Center to Live Remote Proctoring, or vice versa, the original exam registration must be cancelled and a new exam registration be made. Changes in testing mode cannot be accommodated after the cancellation window (72 hours for an Authorized Testing Center; 24 hours for Live Remote Proctoring).
- If you are scheduled to take the CHC exam at an Authorized Testing Center, you may reschedule/cancel up to 72 hours before your scheduled exam time. Cancelling or rescheduling less than 72 hours before the scheduled exam time will incur a \$125 Rescheduling/Cancellation Fee.
- If you are scheduled to take the CHC exam via Live Remote Proctoring, you may reschedule/cancel up to 24 hours before your scheduled exam time. Cancelling or rescheduling less than 24 hours before the scheduled exam time will incur a \$70 Rescheduling/Cancellation Fee.
- Emergency cancellations or rescheduling accompanied by fee waive requests will require supporting documentation (written proof of the emergency).

Follow these steps to reschedule or cancel your exam.

1. Log in to your test taker account in [Webassessor](#).
2. Go to **My Assessments**.
3. Scroll down to your scheduled exam and click on the link to **Reschedule/Cancel**.
4. Click on the **Reschedule** button. (Or click on the **Cancel** button if you are not rescheduling.)
5. If rescheduling, choose your testing location, and then choose a new exam date and/or time on the **Date and Time Selection** screen.

*Important: If you try to reschedule/cancel your exam at an Authorized Testing Center less than **72 hours** before your scheduled exam time, you will be required to pay an Exam Rescheduling/Cancellation Fee of **\$125** via the payment screen on Webassessor.*

If you are scheduled to take the CHC Certification Exam via Live Remote Proctoring, you may reschedule/cancel up to 24 hours before your scheduled exam time without penalty.

Follow these steps:

1. Log in to your test taker account in [Webassessor](#).
2. Go to **My Assessments**.



3. Scroll down to your scheduled exam and click on the link to **Reschedule/Cancel**.
4. Click on the **Reschedule** button. (Or click on the **Cancel** button if you are not rescheduling.)
5. If rescheduling, choose **Reschedule** and then choose a new exam date and/or time on the **Date and Time Selection** screen.

*Important: If you try to reschedule/cancel your Live Remote Proctoring exam less than **24 hours** before your scheduled exam time, you will be required to pay an Exam Rescheduling/Cancellation Fee of **\$70** via the payment screen on Webassessor.*

If you want to change the test taking mode from an Authorized Testing Center to Live Remote Proctoring, follow these steps:

1. Log in to your [Webassessor](#) account and cancel your exam.
2. Send an email to chcinfo@homeopathcertification.org with a request to purchase a new exam voucher (\$500).
3. Re-register to take the exam via Live Remote Proctoring **using your new voucher code**.

To avoid a \$125 cancellation fee, you must make any mode change more than 72 hours in advance of your scheduled exam.

If you want to change the test taking mode from Live Remote Proctoring to an Authorized Testing Center, follow these steps:

1. Log in to your [Webassessor](#) account and cancel your exam.
2. Send an email to chcinfo@homeopathcertification.org with a request to purchase a new exam voucher (\$500).
3. Re-register to take the exam via an authorized testing center using your new voucher code.

To avoid a \$70 cancellation fee, you must make any mode change more than 24 hours in advance of your scheduled exam.

No Show Policy

If you do not show up for your scheduled exam, and you were scheduled to take the exam at an Authorized Testing Center, the CHC reserves the right to retain \$125 from your CHC Exam Registration Fee. If you were scheduled to take the exam online via Live Remote Proctoring, the penalty is \$70 .



Retaking the CHC Certification Exam

If you do not achieve a passing score on your first attempt, you may apply to take the exam a second time. In fact, there are no limits on the number of times you may take the exam. However, after a second failed attempt, you may be required to complete additional study.

- You may not make a second attempt to pass the exam in the same cycle as your first try. For example, if your first exam attempt was during the April 2024 exam cycle, you may not schedule your retake until the October 2024 or April 2025 exam cycle.
 - If you do not achieve a passing score on the second attempt, you must then *skip* an exam cycle before a second retake (you must wait a year to retry). For example, if your first exam attempt was during the April 2024 exam cycle, you may schedule your retake for the October 2024 cycle. If you fail a second time in October 2024, you will need to wait until October 2025 to take the exam a third time. Subsequent attempts must be similarly spaced in time.
- We strongly encourage additional study before all attempts to pass the exam. However, if you do not achieve a passing score on your third attempt, the CHC will require documentation of additional study in accordance with these guidelines:
 - You must take a refresher course at a homeopathy school or enroll in a CHC Certification Exam bootcamp with a minimum of 40 hours.
 - The training must reflect the fundamental knowledge outlined in the CHC Job Analysis [Domains and Statements](#) (also included in the [Appendices](#)).
- If you do not achieve a passing score on the fourth attempt, the CHC will require an additional 40 hours of refresher training, with documentation, as described above.
- All documents proving additional education must be uploaded to your retake application through your **MyCHC** account.



Section 3 | CHC Certification Exam Content

How the CHC Certification Exam Is Developed

CHC Job Analysis

CHC certification requirements are based on a document called the “S&C” (or the [Standards for Homeopathic Education and Competencies for the Professional Homeopathic Practitioner, 2022](#)). The S&C is developed by leaders in the professional homeopathy community from the US and Canada. The S&C is updated every eight years, and it is finalized after a 90-day public comment period.

To make the CHC certification exam both valid and reliable, surveys of practitioners are collected to assess the knowledge and skills necessary for successful performance as a professional homeopath. This process of data collection and analysis is called a Job Analysis (JA). The purpose of a JA is to ensure exam content reflects appropriate expectations for an entry-level practitioner in the profession of homeopathy. Since homeopathic practice in the US and Canada evolves, it is essential to continually review and update the CHC Certification Exam accordingly. Best practice in test development procedure dictates that a JA be performed every five to seven years. The CHC conducted its second JA in May 2019. Approximately 200 practicing homeopaths completed the survey and [a summary of the report is available on the CHC website](#).

Exam Content Outline

Statistical analyses were performed on the JA survey responses, and from these analyses an outline of the new exam content emerged (a set of [domains and statements](#) that includes knowledge, skills, and abilities statements) and was verified by the homeopathic community (also by survey). The average rating for each statement evaluated by survey respondents rated each of the statements as “very important” or “critical” for entry-level practitioners to know and be able to perform the duties of a Certified Classical Homeopath. Exam questions (also referred to as “items”) were then based on the statements listed in each domain.

Exam Score

The CHC Exam is designed to measure the entry-level, minimum competence required to practice classical homeopathy. An important aspect of the exam development process is determining the score needed to pass the exam. In alignment with exam development best practices, this is undertaken by a group of SMEs (Subject Matter Experts), who are CHC Certified practitioners, under the direction of Kryterion (an internationally recognized psychometric and testing consulting firm). This process is called a ‘cut score study’, and sets a benchmark of a specific number of scored test items. Additionally, unscored items are included on each test. Under the guidance of a psychometrician, a modified Angoff methodology is used to determine the passing score on a scaled score of 100-300. This recommendation is sent to the CHC Board of Directors. The passing score is set once the CHC Board of Directors ratifies the Job Analysis Committee’s recommendation. All subsequent versions of the test are statistically equated, ensuring an accurate and fair exam score for all test takers.

CHC Certification Exam Format

The four-hour (240 minute) exam consists of 200-220 items including:

- Multiple choice, with only one best answer
- Case studies
- Repertory graphs and charts



CHC Certification Exam Content

The [CHC Certification Exam Content Outline](#) (also known as Domains & Statements), and all exam preparation references are listed in the [CHC Certification Exam Study References List](#). We encourage you to use this list to study for the exam.

We encourage all applicants to pay particular attention to the [CHC Certification Exam Content Outline](#) which identifies the specific knowledge, skills, and tasks covered in the test. Use the Content Outline (also known as Domains & Statements) to assess your readiness to pass the exam.

In addition, you are encouraged to review the [Sample Items](#) for each Domain. Remember, there is only one best answer for each item.

CHC Certification Exam Study References List

Publications on the CHC Website

(Items marked with * are also found in the [Appendices](#))

- *CHC Certification Exam Handbook (i.e., this document)*
- [CHC Exam Content Outline: Domains and Statements*](#)
- [CHC Exam: List of Homeopathic Remedies for Study*](#)
- [CHC Exam: Sample Items*](#)
- [CHC Exam: Health Sciences Human Pathology Study Guide*](#)
- [CHC Code of Professional Ethics*](#)
- [CHC Client Healthcare Rights*](#)
- [CHC Recertification Handbook](#)
- [Standards for Homeopathic Education and Competencies for the Professional Homeopathic Practitioner in North America, \(S&C\) 2013](#)

History & Philosophy

- Hahnemann: *Organon of Medicine (5th & 6th Editions)*
- Hahnemann: *Chronic Diseases (Theoretical Part)*
- Kent: *Lectures on Homeopathic Philosophy*
- Roberts: *The Principles and Art of Cure by Homeopathy*
- Vithoulkas: *The Science of Homeopathy*
- De Schepper: *Hahnemann Revisited*
- Ullman: [A Condensed History of Homeopathy](#)

Materia Medica

- Boericke: *Materia Medica with Repertory*
- Clarke, J.H.: *Dictionary of Practical Materia Medica*
- Cummings & Ullman: *Everybody's Guide to Homeopathic Medicine*
- Gibson, D.: *First Aid Homeopathy in Accidents & Injuries*
- Kent: *Lectures on Homeopathic Materia Medica*
- Kruzal: *The Homeopathic Emergency Guide*
- Morrison, R.: *Desktop Guide to Keynotes and Confirmatory Symptoms*
- Vermeulen, F.: *Prisma: The Arcana of Materia Medica Illuminated, Similar and Parallels Between Substance and Remedy*
- Vermeulen, F.: *Concordant Materia Medica*

Repertory & Terminology

- Allen, K.: *A Tutorial Workbook for the Homeopathic Repertory*
- Kent: *Repertory*
- Pasma, A.: *Practice Makes Perfect*



- Schroyens: *Synthesis Repertory*
- van Zandvoort: *Complete Repertory*
- Yasgur: *Dictionary of Homeopathic Medical Terminology*

Ethics & Professional Practice

- Corey, Gerald: *Issues and Ethics in the Helping Professions*
- Robinson, Theodore, W.: *How to Open or Improve a Successful Alternative Health Care Practice*
- Wilson, Lawrence: *Legal Guidelines for Unlicensed Practitioners*

Health Sciences

- Seller, R.: *Differential Diagnosis of Common Complaints*
- *The Merck Manual of Medical Information, Home Edition*
- Thibodeau/Patton: *The Human Body in Health & Disease*
- American Red Cross: *Standard First Aid & Personal Safety*
- Taber: *Cyclopedic Medical Dictionary*
- [WebMD](#)
- [Mayo Clinic Diseases Index](#)
- [CDC - Conditions, Diseases, and Disorders](#)
- [The Five Stages of Grief](#)

Other Essential References

- [National Health Freedom Coalition](#)
- [Health Insurance Portability and Accountability Act of 1996 \(HIPAA\)](#)



Section 4 | Taking the CHC Certification Exam

The CHC Offers Two Ways to Take the CHC Certification Exam

- **In Person, at an Authorized Testing Center:** Testing centers are available throughout the US and Canada.
- **Live Remote Proctoring:** Live Remote Proctoring enables test takers to take the CHC Certification Exam from their homes. *(Please note that during all online live proctored exams, the test taker must be taking the exam at a location in the US or Canada.)*
- The CHC Certification Exam content and structure is the same for both Authorized Testing Centers and Live Remote Proctoring, and the exam duration is the same (240 minutes or four hours).

For more exam details, please refer to [Section 3 | CHC Certification Exam Content](#)

Exam Day at an Authorized Testing Center

You must arrive at the testing center at least fifteen minutes before your scheduled exam start time. When you arrive, please identify yourself to the staff as a Kryterion test taker.

You Will Need to Bring the Following Items to Check in for Your Exam

- Two forms of acceptable identification
- Your Test Taker Authorization Code

Acceptable Forms of Identification

A **VALID & CURRENT** government-issued photo identification, such as:

- Government-issued driver’s license or identification card (local, state, province, or country)
- Passport
- Military identification
- National identification card

AND... A second form of a **VALID & CURRENT** identification, such as:

- One of the options listed above that has not been used as the primary identification
- Student identification from an accredited school
- Credit card
- Check-cashing card
- Bank debit card
- Employee identification card

Please note: The name on your two forms of identification must match your name in your Webassessor Test Taker profile exactly. A Social Security card cannot be used as a valid ID.



Your Test Taker Authorization Code

You must present your Test Taker Authorization Code to the proctor before you can take the exam. We urge you to print a copy of it and bring it to the Authorized Testing Center.

How to find the Test Taker Authorization Code

The **Test Taker Authorization Code** is a unique code, and it is a different code from the exam voucher that you used during exam scheduling. When you scheduled your exam, you were sent a **Test Taker Authorization Code** in your Assessment Purchase Confirmation email.

To start your exam at an Authorized Testing Center, you must bring a printed copy or have memorized or otherwise retained your Test Taker Authorization Code. You will not be able to start the exam without this code. The Testing Center proctor will assist you in entering the code to begin taking the exam.

Authorized Testing Center Policies

- The CHC Exam is only administered by trained proctors at Authorized Testing Centers registered with our test delivery vendor, Kryterion.
- The exam must be completed within a single, continuous 4-hour session. Applicants may **NOT** stop the exam and return later.
- If needed, ask the proctor for assistance with screen brightness or font size **PRIOR** to the start of the exam.
- If you will require a short break during the exam (such as for water, a snack, or to use the restroom), please let the proctor know **PRIOR** to the start of the exam. Please note that the exam time clock will **NOT** stop during your break.
- The proctor is authorized to stop the exam if he/she suspects anyone of misconduct during the exam.
- The proctor will not answer any questions about exam content.
- For each exam question, there will be a small on-screen box to check if you would like to return to the question later to review your answer.
- No outside materials or references are allowed in the exam room. This includes cell phones, computers, pagers, radios, watches, translators, dictionaries, or any other electronic devices or paper material.
- No eating or drinking will be allowed in the exam room unless deemed necessary due to a documented medical condition and approved **PRIOR** to the exam date.
- No test misconduct is tolerated. Examples of possible misconduct include, but are not limited to, accessing textbooks or notes, discussing exam items with others, and talking to other applicants during the exam.

Note: If any irregular or adverse event occurs during your exam, you must notify the proctor immediately and notify the CHC by phone (866-242-3399) or email (chcsupport@homeopathcertification.org) within 24 hours of taking the examination.



Taking the CHC Certification Exam via Live Remote Proctoring

Live Remote Proctoring (also referred to as an Online Proctored Exam, or OLP) means that you, the test taker, will take the exam at home or in-office on your personal computer while being observed by a live proctor who monitors your test taking.

Kryterion, the CHC's contracted third-party test administrator, facilitates Live Remote Proctoring. There are several technical steps to prepare your computer, webcam, and testing environment.

We recommend you watch this overview video to learn more about Live Remote/Online Proctoring: [Your First Test - What to Expect with Online Proctoring External Webcam.](#)

Live Remote Proctoring Exam Day Policies

- The exam must be completed within a single, continuous 4-hour session, and test takers will be recorded during the entire exam experience. Applicants may **NOT** stop the exam and return later. ***There are no bathroom breaks allowed during the LRP exam.***
- During the exam, all items on the test taker's head, neck, and wrists (such as jewelry, lanyards/name badges, hats, and watches) must be removed and left outside of the exam room.
- No outside materials or references are allowed in the exam room. This includes cell phones, computers, pagers, radios, watches, translators, dictionaries, or any other electronic devices or paper material.
- No eating or drinking in the exam room.
- Online test misconduct will not be tolerated. The proctor is authorized to stop the exam if he/she suspects misconduct during the exam. Examples of possible misconduct include the following:
 - Leaving the testing area
 - Moving the camera or the camera goes out of focus
 - Leaning out of the camera's view
 - Turning off the audio or video
 - Non test-related talking (please advise family members or housemates not to enter the exam room unless there is an emergency)
 - Reading the test aloud
 - Talking about the exam out loud
 - Discussing exam items with others or talking to other applicants during the exam. The proctor is authorized to stop the exam if he/she suspects misconduct during the exam.
- The proctor will not answer any questions about exam content.
- For each exam question, there will be a small on-screen box to check if you would like to return to the question later to review your answer.

If you decide you want to change your mode of taking the exam, you will need to cancel your exam at the Testing Center and re-register to take the exam online via Remote Proctoring. To avoid penalty fees, you must request this change at least 72 hours in advance of your scheduled exam.

Steps to Prepare for Live Remote Proctoring

The CHC strongly encourages you to become familiar with these steps well in advance of your scheduled exam date and time.

PREPARATION STEP	WHAT/HOW	WHEN
STEP 1: Check the hardware/software requirements	Confirm that your computer meets the Online Proctoring Hardware/Software Requirements according to the instructions provided by Kryterion. The link to the requirements is provided below.	At least 48 hours before your exam day
STEP 2: Install and configure the required software for Live Remote Proctoring	Install the designated secure browser, set up your web camera, and configure the biometric software for keystroke and facial recognition according to the instructions provided by Kryterion. Links are provided below.	At least 48 hours before your exam day
STEP 3: Prepare your test taking environment for Live Remote Proctoring	Set up the environment according to the guidelines provided below.	At least 24 hours before your exam day
STEP 4: Launch the Exam	Begin your exam. Use the instructions outlined below.	10 minutes before your scheduled exam time

If you decide you want to change your mode of taking the exam, you will need to cancel your Live Remote exam date and re-register to take the exam at an Authorized Testing Center. To avoid penalty fees, you must make this change at least 24 hours in advance of your scheduled exam.

STEP 1: Check the Hardware/Software Requirements

We strongly recommend that you refer to [this article](#) (also available below) provided by Kryterion that outlines system and internet requirements **BEFORE** testing day to ensure that your computer and internet connection meets the system requirements.

[Online Testing Requirements: What You Need to Know](#)

Before going on to the next step and downloading the secure browser, Kryterion urges that you test your equipment at kryterion.com/systemcheck

If your computer does not conform to the requirements, or you do not have an adequate internet connection, or you do not have a webcam, you will need to cancel your OLP and reschedule to take the exam at an Authorized Testing Center. To avoid penalty fees, you must make this change at least 24 hours in advance of your scheduled exam.



STEP 2: Install and Configure the Required Software for Live Remote Proctoring

Install the designated secure browser, set up your web camera, and configure the biometric software for keystroke and facial recognition according to the instructions provided by Kryterion in the links that are provided below.

1. Install the designated secure browser according to these instructions:
 - a. [Accessibility and How to Install the Respondus Secure Browser](#)
2. Configure your microphone and webcam according to these instructions
 - a. [What Cameras and Camera Settings are Required for an Online Proctored \(OLP\) Exam?](#)
 - b. [How to Test your Mac Camera and Microphone Settings for the Secure Browser](#)
3. Configure and enroll in the required biometric software
 - a. Biometrics are distinctive and measurable identifiers used to confirm that people are who they say they are. Examples can include fingerprint, facial recognition, DNA, palm print, hand geometry, iris recognition, etc. In other words, these are an individual's unique identifiers. The CHC requires facial and keystroke identifiers for OLP test takers.
 - b. During this step, you will create a biometric profile that will include keystroke analytics and facial recognition. Please ensure your web camera is not streaming video in any other webpage or application prior to attempting to create your biometric profile.
 - c. Follow these instructions to complete this step:
 - i. [Create a Biometric Profile/Enroll in Biometrics](#)

STEP 3: Prepare Your Test Taking Environment for Live Remote Proctoring

At Testing Centers, exam conditions are prepared in advance of scheduled exam times to create positive test taking experiences. Remote test takers can do the same for themselves by making a few preparations ahead of time as follows:

- Choose a quiet space with a door that can be closed such as a bedroom or home office.
- Ensure the exam room has adequate lighting so the proctor can clearly see the test taker at any time of the day. Be sure to turn on artificial lighting to offset room darkening during afternoon or evening exam sessions.
- Set the exam computer on a completely cleared desk or table, adding only the mouse, keyboard and external web camera as needed. No additional items are allowed.
- Remove all paper and electronic study materials and all electronic devices such as dual monitors, tablets, additional computers, cell phones, pagers, radios, translators, dictionaries, games, watches, calculators, etc. from the exam room.
- Test takers will be asked by the proctor to pan the room with the external web camera or the internal computer camera prior to starting the exam.
- You are not allowed to bring food or drinks into the test taking environment.



STEP 4: Launch the Exam

On the scheduled day and time, you will launch the CHC Certification Exam by logging in to your Webassessor account.

Launching the secure browser application without logging into your Webassessor account will not work!

Follow the instructions here: [How to Launch an Online Proctored \(OLP\) Exam](#)

*The CHC requires a few simple exam security checks before starting your online proctored exam.
The pre-check involves an ID confirmation and a 360-degree test environment room pan.*

We wish you the best of luck on your exam!



Section 5 | After the Exam

Your Exam Results

- The possible range for the exam score is between 100 and 300.
- The score required for passing the exam is 255.
- Your provisional score is shown on screen immediately upon completion of the exam, except during a beta exam cycle. The provisional score is not necessarily your final score; the final score is attained through statistically verifying the provisional score.
- Your final score is scaled, or standardized, using a method that is similar to college entry exams such as the Scholastic Assessment Test (SAT) scoring. This method of scoring provides consistency in passing standards by accounting for variations in the difficulty level of the examination.

You will be notified via email when your final score has been verified. Your final score will be sent via email after the close of the exam cycle. During beta exam cycles (exam cycles which occur every five years, during which a new exam version is being piloted), score verification takes longer due to the psychometric evaluation process which must be completed following the exam cycle.

If You Did Not Pass the CHC Certification Exam...

If you did not pass, you may request to retake the exam in the next exam cycle. Please see [Retaking the Exam](#) in [Section 2](#) for details.

If You Passed, Congratulations! You Have Earned the Title of Certified Classical Homeopath (CCH)

The CCH credential provides public recognition of homeopathy. Certification promotes homeopathy as a recognized health practice, equating homeopathy with other certified healthcare professions, and the credential increases confidence in professional expertise.

- Your final score and score report will be sent via email.
- You will be directed to complete your volunteering and directory information in the MyCHC profile section. Your certificate and badge will be available only after completing these sections.

We often congratulate all newly certified CCH practitioners by featuring them on our social media accounts. If you are featured, the post will include your headshot, name, certification month and year, the school you graduated from, location, and website. This information will be extracted from your profile details, so we encourage you to keep your profile current. If you prefer not to be featured on social media, kindly notify us at chcsupport@homeopathcertification.org.

Using the CHC Credential/Logo

Once you receive a passing final grade, you are certified and may use the CCH credential. Your digital badge and certificate will be emailed to you.

For recertification requirements and other details, refer to the [CHC Recertification Handbook](#). After you complete the recertification process each year, a new certificate and badge will be issued for you to download.

Using an expired CCH credential, certificate, and/or digital badge is in violation of CHC policy.



Join the CHC Community – Become a Volunteer!

The work of the CHC is done almost entirely by volunteering Certified Homeopaths. Support your profession and serve on a CHC committee. Committee members gain knowledge of homeopathy, network with diverse members of the profession, and build organizational skills. After a year of service, volunteer committee members may become eligible for nomination to the CHC Board of Directors.

The ‘Find a Certified Homeopath’ Directory

All currently Certified Homeopaths are listed in the online [Find a Certified Homeopath](#) directory.

The directory is created from your **MyCHC** profile. You are solely responsible for managing the information. To update your listing, log in to your **MyCHC** account. If you prefer to opt out, check the “opt out” checkbox in the directory information section of your profile.

Section 6 | Maintaining Certification

The Purpose of Recertification

All good homeopaths should improve over time. Recertification requires that you maintain, enhance, and develop your skills and knowledge beyond the minimum competence you demonstrated at certification. Continuing Professional Development (CPD) safeguards the quality of practitioners' services for the general public and demonstrates professional accountability to both the professional homeopathic community and other professional healthcare communities.

Continuing Professional Development Includes:

- Appropriate options for continuing education, professional development, and personal growth.
- A standardized process for submission and evaluation of recertification requirements.

Recertification Requirements

Beginning the year after certification is earned, annual recertification is required to maintain the good standing of the Certified Classical Homeopath (CCH) credential. Please refer to the [CHC Recertification Handbook](#) for detailed requirements.

Recertification is required after the first year that the CCH credential is first awarded. For example, someone who was awarded the CCH credential in April or October 2024 does not need to submit recertification requirements for the December 31, 2024 deadline; instead, the December 31, 2025 deadline applies.

Recertification Steps

1. Log in to your **MyCHC** account with your secure password and update your profile data so that it is current.
2. Upload supporting documentation for your continuing professional development activities, also referred to as Continuing Education Units (CEUs).
3. Sign the following forms: [Attestations for the CHC Code of Ethics](#), [Client Healthcare Rights](#), and [Fitness to Practice](#). (Also included in the [Appendices](#).)
4. Pay the Recertification Fee.

Each year, certificate holders may recertify from July to December. Certificate holders who complete their recertification requirements on or before the annual deadline are considered to be **In Good Standing**.

Once recertified, an updated digital CCH certificate and a digital badge, valid through the upcoming year, will be automatically uploaded to **MyCredentials** on the **MyCHC** platform. 10-15% of all recertification applications are randomly selected for audit. Those under audit will receive an updated digital CCH certificate and badge after the audit is completed.

Recertification and the 'Find a Homeopath Directory'

Certificants in good standing will be listed in the directory. Be aware that information in the directory is pulled directly from certificants' profile details, for which you as a certificant are responsible. All certificants should manage the information in their profile by logging in to their **MyCHC** account using a secure

password. Certificants may also opt out of being listed by clicking on the appropriate checkbox in their profile. Again, certificants are responsible for updating and maintaining their own profiles for this directory.

Ongoing Use of the CHC Credential/Logo

The CCH credential, digital badge and certificate may only be displayed for the time period during which the credential is valid. Use of an expired CCH credential, certificate and/or digital badge is in violation of CHC policies, and may be followed up with legal action.



Section 7 | Ethics Guidelines & Policy for Certified Classical Homeopaths

Ethical Standards

The professional ethical standards and behaviors of homeopathic practitioners are considered the bedrock of homeopathic care. In the eyes of the public, each CHC certificate holder represents the homeopathic profession and is expected to uphold the highest standards of professional conduct as described in the [CHC Code of Professional Ethics](#), [Client Healthcare Rights](#), and [Fitness to Practice](#) attestations (see [Appendices](#)). Both certification applicants and fully certified practitioners pledge to uphold these standards both in practice and in all interactions with clients by signing these attestations.

Ethics Complaints: Consumer or Professional

Valid complaints regarding a CHC certified homeopath should be submitted by completing the [Professional Ethics Complaint](#) form, and sending it via email to chcsupport@homeopathcertification.org or by mail to the CHC office at the address below.

Once received, a member of the Standards and Ethics Committee will inform the complainant in writing (through postal or email correspondence) within 10 days that the complaint has been received, and a committee member will schedule an interview to discuss the nature of the complaint. The Standards and Ethics Committee investigates each complaint received.

Mailing Address

Council for Homeopathic Certification
ATTN: Standards and Ethics Committee
P.O. Box 75
Chartley, MA 02712



Section 8 | CHC Policies & Procedures

Reconsideration Requests

Applicants may submit a decision **reconsideration request** for the following: denied exam eligibility, denied accommodations, disputed exam scoring, or other perceived inconsistencies related to the exam. Applicants may do so by sending a written request to chcinfo@homeopathcertification.org within 5 business days of receipt of the decision.

The reconsideration request must include all relevant details including applicant's name, address, test date, test code from the confirmation email, location of test site (testing center or home), and a description of the specific issue or concern(s).

Note: If an irregularity or adverse event or situation occurs during the exam, the applicant must notify the proctor immediately and notify the CHC by phone (866-242- 3399) or by email (chcsupport@homeopathcertification.org) within 24 hours of taking the examination.

Reconsideration Policies & Procedures

- Failing an examination is not sufficient grounds to submit a complaint.
- No information regarding specific test questions will be discussed with applicants.
- The CHC never releases copies of examinations or examination questions.
- It is a breach of test security and CHC policy to discuss the content of any portion of the examination with anyone other than CHC personnel.

Reconsideration requests will be forwarded to the CHC Exam Committee for consideration. The applicant will be notified in writing (via email) within 30 business days of any action resulting from the reconsideration request.

Appealing a Denial of Reconsideration

- Denial of a reconsideration request by the CHC Exam Committee may be appealed.
- Appeals must be made within 5 business days of the CHC Exam Committee's decision. Such appeals will be considered by the Appeals Committee, not the Exam Committee.
- Appeals must be made in writing and include all supporting documentation relevant to the appeal.
- To submit an appeal, send a written request via email to chcinfo@homeopathcertification.org. Appeals will be forwarded, with the sender's identity redacted, to the CHC Appeals Committee.
- The CHC Appeals Committee will review your case for any potential inaccuracies and/or miscalculations in determining ineligibility, exam results, or recertification status.
- The applicant will be notified in writing (via email) within 30 business days of the CHC Appeals Committee's decision. Decisions made by the Appeals Committee are final.



Contact Information Changes

It is the responsibility of CHC certificants to maintain current personal contact information in their **MyCHC** profiles. All contact information can be updated, except the user's email address. Email address updates can only be made via Open Eyes Technologies, the CHC's software provider. To request updates, send an email to chcinfo@homeopathcertification.org or chcsupport@homeopathcertification.org. Paper requests can be mailed to the CHC office at the address below.

Mailing Address

The Council for Homeopathic Certification
P.O. Box 75
Chartley, MA 02712



Appendices

Appendix A – [CHC Exam Content Outline: Domains and Statements](#)

Appendix B – [CHC Exam: List of Homeopathic Remedies for Study](#)

Appendix C – [CHC Exam: Sample Items](#)

Appendix D – [CHC Exam: Health Sciences Human Pathology Study Guide](#)

Appendix E – [CHC Exam: Request for Reasonable Accommodations](#)

Appendix F – [CHC Code of Professional Ethics](#)

Appendix G – [CHC Client Healthcare Rights](#)

Appendix H – [Required Attestations: Ethics, Fitness to Practice, Confidentiality of Test Questions](#)