

Eligibility Requirements

You are accountable for the infection prevention and control activities/program in your setting and this is reflected in your current job description.

AND

You have a post-secondary degree (e.g. associates* or baccalaureate degree).

AND

You have had sufficient experience (recommended: two years) in infection prevention and control which includes all three (3) of the following:

- Identification of infectious disease processes
- Surveillance and epidemiologic investigation
- Preventing and controlling the transmission of infectious agents

And at least two (2) of the remaining five (5) components:

- Employee/occupational health
- Management and communication
- Education and research
- Environment of care
- Cleaning, sterilization, disinfection, and asepsis

**equivalent to Canadian two- or three-year diploma*

If you meet all eligibility requirements, you are eligible to take the computer-based test (CBT) to become Certified in Infection Control (CIC®).



Certification Board of Infection Control and Epidemiology, Inc. (CBIC)

555 E Wells St., Suite 1100
Milwaukee, WI 53202
Phone: 414.918.9796
Fax: 414.276.3349

CERTIFICATION Is COMMITMENT

- to professional development
- to practice excellence
- to patient safety



The mission of CBIC is to protect the public through the development, administration, and promotion of an accredited certification in infection prevention and control. CBIC maintains and promotes professional certification of the highest quality through the accomplishment of key objectives.



www.cbic.org

Application Process

Apply Online

- Go to www.cbic.org to apply online
- Fill out the application form
- Upload the necessary materials

OR

Apply by mail

- Go to www.cbic.org and download the paper application form
- Fill out the application form
- Attach the required materials and send to CBIC

Once your application is received it will be reviewed by CBIC. If CBIC approves your application, you will receive an email from the testing agency, Prometric, within seven business days. Please be aware that you have 90 days upon approval to take the computer-based test (CBT).

Materials you will need:

- Attestation Statement (completed, signed and dated by supervisor)
- Proof of Degree
- CV/Resume
- Official Job Description

Preparing for your CBT

Download the Candidate Handbook from www.cbic.org/certification/candidate-handbook. In the Candidate Handbook you will find the content outline of the exam and a list of references that will be helpful when studying.

CBIC's partnership organizations, the Association for Professionals in Infection Control and Epidemiology (APIC) and Infection Prevention and Control – Canada (IPAC), have additional preparatory materials available. Visit their websites for more information:

APIC – www.apic.org

IPAC – www.ipac-canada.org

Taking the CBT

Once you receive access to the exam from CBIC's testing agency, Prometric, you have 90 days to schedule and take the examination. Prometric has thousands of Test Centers worldwide. To find the Prometric Test Center nearest you, go to www.prometric.com/cbic.

To ensure that all candidates are tested under equally favorable conditions, Prometric implements a number of testing regulations. Please visit www.cbic.org/certification/exam for a list of regulations and documentation needed to take the examination.

Please arrive at the Test Center 30 minutes prior to the examination. You will have three hours to complete the CBT.

Questions?

Please call the Executive Office at 414-918-9796 or email info@cbic.org

Recertification

CIC®s must recertify every five years. To recertify you will need to take the Self-Achievement Recertification Examination (SARE). The SARE is an online test that can be taken on any computer. The SARE must be submitted by December 31st of the fifth year of certification to avoid a lapse in certification. Unlike the CBT, the SARE does not need to be taken all at once. You can answer one question a day, save and come back to it if you would like, as long as it is submitted by the December 31st deadline.

CIC® Designation

Upon successfully passing the CBT, you will be able to use the CIC® designation immediately. You will receive your certificate in the mail within 4-6 weeks.



The Value of Certification

- Support professional growth
- Demonstrate commitment to the profession
- Gain competitive advantage in job search or promotion
- Enhance credibility and prestige
- Receive personal satisfaction