



CERTIFIED HEALTHCARE FINANCIAL PROFESSIONAL SCHOLARSHIP PROGRAM

Effective Date: 11/17/2016

Revision Dates:

Review Dates: 02/02/2018, 2/12/2019

Purpose Statement:

One of the goals of the Southern Illinois Chapter of the Healthcare Financial Management Association (Chapter 54, Region 7) is to support certification for its membership. In order to achieve this goal, the Chapter has established an annual scholarship program to benefit its members.

Certified Healthcare Financial Professional (CHFP) Scholarship Program Description:

- The Southern Illinois Chapter of HFMA will annually award CHFP Scholarship funds, up to the amount as defined by the budget, in order of receiving a complete and accurate application and approval.
- The CHFP Scholarship will cover only preparation fees (study materials and the Multi Regional on-line webinar fee) that is sponsored by the Chapter. If your application is approved, these fees will be paid to directly to the Multi Regional Exam Coordinator as required. You will NOT be responsible for these fees upfront if application is approved.
- Upon completion of the on-line webinar, the Chapter will reimburse you for the CHFP exam. You WILL be responsible to pay for this cost upfront and will be reimbursed upon passing the exam (see eligibility requirements for more detail).
- CHFP Scholarships will be awarded in conjunction with the Chapter's fiscal year beginning June 1 to May 31.
- CHFP candidates will be selected by the Scholarship Committee and presented to the Board of Directors for final approval.
- The Board will approve CHFP scholarships based on the availability of funds and will be awarded by January 31 each year.

Certified Healthcare Financial Professional (CHFP) Eligibility Requirements:

- Applicants for the CHFP Scholarship must be an active member in Chapter 54 / Region 7 in good standing.
- Applicant must:
 - Be a high school graduate.
 - Be in pursuit of a career in Healthcare Finance (includes Coding, Medical Records, Billing, Administration and Partners that focus on Healthcare Finance).
 - Commit to take the HFMA CHFP exam within 2 months of completing the Multi Regional on-line preparation course.

- Show 1 hour of chapter service by submitting a statement detailing such service (ex. committee participation, volunteer at event, etc.) with the application.
- Attend at least 1 HFMA educational meeting of the Southern Illinois Chapter HFMA within 1 year of award.
 - Registration fee for the meeting will be waived.
- Applicant for the HFMA CHFPA Certification exam must have personally paid the applicable certification exam fee and received a passing grade to obtain reimbursement of the exam fees. If your organization provides tuition reimbursement for these types of fees, you must utilize that resource so we can provide assistance to those in need.

Application Process for Certified Healthcare Financial Professional (CHFPA) Scholarships:

- A completed scholarship application must be received by the Scholarship Committee no later than January 31st for CHFPA applicants. Applications will not carry over from previous year(s). All applicants must re-apply each year.
- Application packets are available on the Chapter's website www.sihfma.org or by contacting the Scholarship Committee or the Board of Directors.
- Applicant must submit proof of 1 hour of Community Service via a signed letter from the entity with the application.
- Applicant must attend at least 1 HFMA Educational meeting within 1 year of award.