## Congratulations on taking the first step towards becoming a Certified Case Manager!

To make the process as efficient as possible, we've created a list of information you will need to complete the online application.

If you are applying with a current, active, and unrestricted license or certification in a health or human services discipline that, within its scope of practice, allows you to conduct an assessment independently, you will need to know:

Name of license or certification

Who issued the license or certification

License or certification number

State that issued the license or certification

Date you became licensed or certified

Expiration date of the license or certification

OR

If you are applying with a baccalaureate or graduate degree in a health or human services field that promotes the physical, psychosocial, and/or vocational wellbeing of the persons being served, you will need to know...

Degree

Area of concentration

Name of institution

Year of graduation

College/Institution website

All applicants will need to provide:



- Current employment setting
- Employer(s), start and end dates to fulfill eligibility requirements
- Supervisor(s) name(s) (Make sure it is spelled correctly and is listed the same way as the CCMC database, be mindful of maiden/married surnames.)
- Supervisor(s) current email address(es)
   (If audited they will be contacted via email to verify case management duties.)

## **APPLY ONLINE AT:**

https://ccmcertification.org/get-certified/certification



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