**Important Message to CHRP Holders Regarding Recertification**

As the designated certifying body for HR professionals in New Brunswick, HRANB is required to ensure that our certified members continue to be up to date in the profession and in their knowledge of the HR Body of Knowledge. The last changes to the qualifying activities and values in the Recertification Log were communicated to members in 2009.

The current CHRP Recertification process, requiring professionals holding the CHRP to recertify through involvement in various professional development activities, will officially be renamed to **Continuing Professional Development (CPD)**. This name change is being implemented to better reflect the requirement to continue development as part of the ongoing certification requirements. Along with the name change, there are enhancements to the log and qualifying activities.

**Summary of Enhancements**

* Measurement will be in hours rather than points to make it easier for members to track.
* Categories have been simplified and streamlined to make it easier for members to determine where their activities may fit.
* Valuations for a number of activities have been increased to provide a higher recognition of the professional contributions of certified members to the workplace and the community.

There are five sections to the Continuing Professional Development (CPD) Log:

* Professional Practice – Significant Work Projects/Initiatives
* Leadership – Mentoring, Training, and Facilitation
* Participation – Volunteer & Community Involvement
* Learning – Formal and Informal
* Research & Publications – Texts, Articles, Journals

**Things that have Not Changed**

* The overall requirement for 100 remains the same.
* The requirement to have activities in at least two categories remains the same.
* The Recertification period covered for individual members remains the same.
* The details/information submitted on the log remains the same.
* The member must still link the activity claimed to their own development.

**Key Benefits to Members in the New CPD Log**

There are a number of enhancements to the qualifying activities and their valuations in the new CPD log that benefit members directly, including:

* Increased recognition for Work/Consulting Projects (1a) – Calculated at actual hours to better recognize the contribution to significant official projects
* Increased recognition of Board Service for a non-profit or charitable organization (3a/3b)
* Participating in an Executive Coaching Program as a participant (2g) – now a qualifying activity if part of a service contract with a qualified professional coach
* Learning is categorized as Formal and Informal and a number of activities in the learning section have been streamlined and some valuations increased.

Valuations have also increased for:

* Significant updates/process improvements (1b)
* Facilitating new course, workshop, or seminar (2b)
* Development of Formal Courses – Accredited University/College (4a) – maximum increased
* Development of workshop, seminar, etc. (4f)

**Summary**

Most of the changes result in a direct benefit to members applying for recertification and provide for increased recognition of the professional contributions of certified members to the workplace and the community.

**Effective Dates for CPD Log**

Similar to the approach four years ago when the last changes to recertification were communicated, we again will be offering a transition period for members.

Members applying for recertification until December 31, 2014 may use the current log (dated 2011 and introduced in 2009) or the new CPD log (dated 2014). Members applying for recertification after January 1, 2015, will be required to use the new CPD log.

To download a copy of the current Recertification Log, click here for Word version.

To download a copy of the new Continuing Professional Development Log, click here for the Word version, or here for a PDF preview.

**As a CHRP Holder how does this impact me?**

If you are applying to recertify in 2014, you may use the existing log or the new CPD log. You may choose which log you would like to submit with your application for recertification.

If you are applying for recertification in 2015 or later, you must use the Continuing Professional Development (CPD) log.