

CM Process Assessment — Requirement for CMIIP Certification



CMIIP Requirements (01/01/06)

(1) Must submit request for CMIIP certification by downloading and completing CMIIP application form from www.cmiiresearch.com and forwarding to kathy@icmhq.com.

(2) Must have received CMIIIC or completed the CMII Refresher Course IX in past three years.

(Must repeat the CMII Refresher course once every three years to retain the CMIIP certification).

(3) Must have attended a CMII conference during the past three years.

(Must attend a CMII conference at least once every three years to retain the CMIIP certification).

(4) Must have published or presented a paper on a CM-related topic during the past three years.

(Must publish or present a paper on a CM-related topic at least once every three years to retain the CMIIP certification).

New CMIIP Requirement (01/31/08)

(5) Must complete a CM process assessment relative to the CMII model.

The assessment must be conducted in accordance with guidelines described herein.

(Additional assessments are not required to retain the CMIIP certification).

This fifth requirement does not apply to those who received CMIIP certification prior to 01/31/08.

CM Process Assessment Guide

A 24-page supplement to Course VI entitled "CM Process Assessment Guide" describes how to fulfill this new requirement for CMIIP certification.

Per newly released revision P of this guide, the assessment must encompass only the business process infrastructure. It must encompass Parts 1 and 5 of the Strategic Business Plan and at least 70% of the operating standards within core business process categories 1.0 through 6.0.

CM Process Assessment Guide — Outline

- *Identify environment to be assessed*
- *Select requirements to be assessed*
- *Conduct the assessment*
- *Summarize assessment results*
- *Report assessment results*
- *Appendix*

The guide includes criteria for how to select an environment that will qualify for assessment credit. A copy of this guide can be obtained from Kathy Easterbrook — kathy@icmhq.com.

The assessment report as described in the guide (and to be submitted to Kathy along with the CMIIP application form) should be in accordance with the following outline:

Report of Assessment Results — Outline

- *Cover page*
- *About this assessment*
- *Executive summary of the results*
- *Summary of detailed findings*
- *Conclusions and recommendations*
- *Profile of environment assessed*

The assessment guide includes examples of how to present the assessment results.

Assessment reports are kept confidential and shredded once CMIIP certification has been awarded.