ABIH
american board of industrial hygiene®

6015 West St. Joseph, Suite 102 Lansing, Michigan 48917 **P:** (517) 321-2638 **F:** (517) 321-4624 **E:** abih@abih.org

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January 31, 2005

Nancy Harris
Radiation Safety Academy
481 N. Frederick Avenue, Suite 302
Faithersburg, MD 20877

Dear Ms. Harris,

In response to your letter regarding ABIH certification maintenance points, ABIH has reviewed the material submitted and will award CM points to CIHs/CAIHs as follows:

Sponsor:	Radiation Safety Academy
Activity:	Radiation Safety Officer
Date:	2005 course offerings
CM Points:	4.5 Industrial Hygiene CM Points
Approval#:	05-416

ABIH does not accredit, certify or endorse any courses, seminars, conferences or educational programs. Please inform CIHs/CAIHs who attend your offering of the ABIH CM points which were awarded (include safety, non-EHS management or fundamental designation where applicable) and the ABIH CM approval #. Fundamental industrial hygiene courses and non-EHS management courses are capped at 5.0 CM points per course. Distance learning activities are capped at 5.0 CM points per activity regardless of duration or content

CM points are accrued by CIHs and CAIHs who are certified by the American Board of Industrial Hygiene. Please be aware that granting of CM points does not authorize the sponsors use of the ABIH logo. ABIH expects the instruction to be consistent with the Canons of Ethical Conduct and Interpretive Guidelines. For your information, the Code of Ethics is available at the ABIH web site (abih.org).

Please note that ABIH requires CIHs/CAIHs to maintain verification of the courses and conferences which they attend. Verification for courses or educational programs must include the following: a certificate, letter, attendance roster or some other documentation from the sponsor verifying the completion of the entire course or educational program. Verification for conferences and meetings must include the following: local - attendance rosters, and/or a certificate, and/or a registration receipt; out of town - registration receipts and hotel/motel receipts, and/or approved expense vouchers for out of town meetings/conferences. Sponsors are required to distribute verification documentation directly to CIHs/CAIHs.

We have included blank course point inquiry forms for your future use. If we can be of any further assistance or if you have additional questions, please contact me. A listing of approved courses, conferences and educational programs are listed at the ABIH web site (abih.org) in the certification maintenance section.

Sincerely,

Barbara A. Saalfeld

Barbara A. Saalfeld
Administrative Assistant