

Certification Fee Schedule and Timeline

(NEW FEES EFFECTIVE 1/01/09)



EXAMINATION FEES				
CERTIFICATION LEVEL	DETAILS	Multiple-choice	Skill Evaluation	Performance Test
COA/CCOA	To avoid ineligibility or a change in eligibility requirements, the application must be received within a specified time after completion of a training program - refer to the Criteria handbook for the specific time frame. COMT candidates will be notified of deadlines for applying for the Performance Test.	\$300 \$250-Retest		
COT		\$325-1 Multiple-choice AND 1 Skill Attempt \$275-1st retest \$150-2nd re-test	\$85-Practice test \$85-Re-test/per attempt	
COMT		\$340 \$290 Re-test	\$85	
SURGICAL ASSISTING		\$145 \$95 Re-test		
ROUB		\$200 \$150 Re-test		
CDOS		\$200 \$150 Re-test		

RECERTIFICATION		
Recertification application submitted by certificant to JCAHPO for processing	Postmarked on or before the last day of the last month in recertification cycle.	\$115 COA, COT, COMT, SA, CCOA, ROUB, CDOS
Submitting recertification application during the first 12 months after the recertification date	Postmarked within 12 months of recertification date.	\$85 late fee
Appeal denials	Postmarked within 30 days of denial.	\$50
Cancelling recertification application	This is the non-refundable portion of the recertification fee.	\$50
Denial of recertification application (Does not meet eligibility requirements or application is incomplete)	No refund will be issued.	
Declined credit card transaction or receipt of non-sufficient funds (NSF) check		\$25

OTHER		
Confirmation letters mailed by JCAHPO for computer-administered exams	Within 2 to 4 weeks of receiving an application.	
Appeal ineligibility	Postmarked within 30 days of notification of ineligibility.	\$50
Requesting special consideration	Note: Special consideration requests may take up to 8 weeks to process.	
Taking computer-administered exams	Exam must be taken within 90-day eligibility period provided in confirmation letter.	
Cancelling application ³	Request must be received within 90-day eligibility period. (This is the non-refundable portion of the exam fee.)	\$75
Canceling/rescheduling exam appointment	Prometric must be called by 12 noon Eastern 48 hours prior to exam date. No-show fee if not canceled/rescheduled within time frame.	\$85 Multiple-choice exam \$55 Skill evaluation
Extending eligibility period Note: Only one extension of the 90-day eligibility period is allowed.	Request must be received within 90-day eligibility period.	\$50
Appealing examination results	Postmarked within 30 days of examination results.	\$50
Denied application (Does not meet eligibility requirements or application is incomplete)	No refund will be issued.	

¹A full practical exam is one in which all of the required skill/performance areas must be completed.

²A conditioned practical exam is a repeat administration in which the candidate is required to complete only a subset of the required skill/performance areas.

³Candidates who cancel applications must reapply (and meet current eligibility requirements) if they wish to pursue certification in the future. In the event a candidate already has an exam appointment and wishes to cancel an application, the candidate must contact Prometric to cancel their appointment in addition to canceling the application through JCAHPO. Failure to cancel the appointment will result in the assessment of a no-show fee.