Make The Choice That Makes A Difference

HEALTHARCHITECTS.ORG

EXAM PREP 2016
AIA Approved Course

- Learning Objective 1: Education on the unique building code requirements for healthcare architecture.

- Learning Objective 2: Education on the unique programming requirements for healthcare projects.

- Learning Objective 3: Education on the unique planning requirements for healthcare projects.

- Learning Objective 4: Education on the value of a specialty certification to owners and architects in the field of healthcare architecture.
Agenda

- Vision, Mission and Value Proposition
- About ACHA
- 3 Steps to Certification
- Sample Exam
Agenda

- Vision, Mission and Value Proposition
- About ACHA
- 3 Steps to Certification
- Sample Exam
The ACHA Exists to:

- Enhance the performance of the healthcare architecture through:
  - Certification
  - Education
  - Leadership
  - Collaboration

- Provide recognition for an advanced level of experience and competence
ACHA Vision & Mission

Vision:

_Transforming_ healthcare through better built environments

Mission:

To _distinguish_ healthcare architects through _certification, experience, and rigorous standards_
ACHA Value Proposition

ACHA offers Value to:

1. ACHA Certificate Holders

2. Healthcare Providers

3. Prospective Certificate Holders
ACHA offers Certificate Holders:

- **Credentials** showing their advanced competency and affiliation with the most experienced healthcare architects
- A way to **differentiate** themselves from non-certified architects
- **Advanced learning** and teaching opportunities
- Another way to stay current through **continuing education** requirements
- National **speaking and writing** opportunities
- A better way to connect and **network**
- Self-promotion through their website’s **certificate holder directory**
- A **community**
ACHA offers Healthcare Providers:

- Experienced independently certified healthcare architecture specialists
- **Confidence** that certified healthcare architects know the current issues/trends and regulatory requirements
- A **team member** that “speaks their language”
- Access to **educational opportunities**
- Qualified architects that offer **informed solutions**
- **Best practices** and benchmarking through experienced certificate holders
ACHA offers Prospective Certificate Holders:

- **Differentiation** within their architectural practice and among peers
- Enhanced *career opportunities* through certified specialization
- Access to most up to date *educational resources*
- Access to a wide and deep *network of experts*
- **Mentorship and encouragement** through the certification process
- **Speaking and writing** engagements
- A *community*
Agenda

- Vision, Mission and Value Proposition
- About ACHA
- 3 Steps to Certification
- Sample Exam
ACHA Timeline: 17 Years serving healthcare architecture

1999
- First meeting of ACHA Board of Regents
- Awarding of first ACHA Certificates

2000
- Council of Fellows established
- 1st Exam Seminar

2005
- Lifetime Achievement Award begins
- E-Voice Service Begins
- 1st Educational Workshops
- ACHA Member Luncheons begin

2010
- AIA formally recognizes ACHA credentialing programs
- ACHA Value Proposition
- New Candidates Program

2015
- ACHA opens new Website
- ACH Exam Updated
- ACHA & AAH joint Summer Leadership Summits
- Legacy Awards begin
About ACHA

Organizational Structure:

- Certificate Holders (certified): 441
  - Fellows (5 Years Exemplary Performance/ACHA elected): 50
  - Emeritus (non-practicing): 30
- Candidates (non-certified) 51

- Recognized by AIA as *Specialty Program*
- Certification to US and Canadian Architects
Agenda

• Vision, Mission and Value Proposition
• About ACHA
• 3 Steps to Certification
• Sample Exam
3 Steps to Certification

1. Demonstrate Licensure & Experience (Pre-requisite)

2. Submit Application & Portfolio

3. Pass Exam
1. Licensure & Experience

- Practice as licensed architect:
  - For a minimum of 3 years
  - In 1 U.S. state or Canadian province
  - With active license in good standing

- Experience: Demonstrate 6,000 hours of healthcare experience within the last 5 years

- Become an ACHA Candidate
1. Licensure & Experience

Candidate Program

- New in 2013
- Mentorship
- Receive ACHA mailings
- Participate in select committees
- 5 year limit or pass exam
- $25/ year
2. Submit Application & Portfolio

- **Application:**
  - General Information
  - Qualifications (Proof of Licensure)
  - Experience
  - Narrative of Previous Practice/ Non-Traditional Practice (optional)

- **References**
  - 3 letters of recommendation from architects not in firm where employed
  - 3 letters of reference from healthcare clients (can be different individuals from the same provider)

- **Portfolio**
2. Submit Application & Portfolio

ACHA Exam & Requirements

ACHA Examination
The ACHA Exam is given three times a year March 1-31, June 1-30, September 1-30. The computer-based exam is given at over 120 AMP Testing Centers across the U.S. This ensures that all qualified candidates can easily access a testing site at a location and time that is convenient to them.

The examination will be computer based. No two exams will be identical, although the content outline is constant. The passing score will be identified based on accepted analysis; once the first examination period is complete. The score will be based on the entire examination, not just individual content sections.

Examination Fees
$400 should be submitted with the application portfolio. This fee includes $150 Application Fee and $250 Examination Fee (if a candidate is not eligible for the examination the $250 examination fee will be refunded).

Once a candidate is eligible to sit for the exam, information will be provided on how to schedule. All candidates should review the candidate handbook which will help them prepare for the exam. The handbook includes information on how to prepare, reference bibliography and sample questions.

AIA Learning Units
ACHA candidates who take and pass the examination will receive 20 Learning Units from ACHA and 20 CE's from the AIA.

A candidate who fails to pass the ACHA Examination on his or her first attempt may elect to re-take the examination either of the next three times it is offered (March, June and September each year) and only once per year thereafter, to a maximum of three years before reapplication is required. Each re-examination appointment requires an additional examination fee of $100.
## 2. Submit Application & Portfolio

### Project Experience Table

<table>
<thead>
<tr>
<th>Project Name/Location</th>
<th>Describe Your Role</th>
<th>Phone Number and Position of Project Contact</th>
<th>Date of Project Completion</th>
<th>Total Cost: Construction (C) Project (P)</th>
</tr>
</thead>
</table>
| Meriter Hospital Madison, WI                 | Medical Planner    | Gerard Rabas P.E., Construction Manager
Meriter Hospital
Madison, WI 53715
608-267-6572                                                      | Est. 2012                                                   | (C) $45.5 million (several projects)
(P) $61.5 million                                           |
| Mercy Health System Walworth Medical Center Expansion, Walworth, WI | Medical Planner    | David Kurtz, Vice President
1000 Mineral Point Avenue
P.O. Box 503
Janesville, WI 53547                                                      | Est. 2010                                                   | (C) $50 million
(P) $65 million                                                  |
| St. Luke’s Iowa Health System Surgery Center, Sioux City, IA | Medical Planner Project Architect | John Green
Director Facilities & Engineering
St. Luke’s Regional Medical Center
Sioux City, IA
712-279-3536                                                      | Est. Dec. 2009                                              | (C) $9.8 million
(P) $12.25 million                                              |
| Owatonna Hospital and Clinic Expansion Owatonna, MN | Medical Planner    | David Albrecht
Director Operations & Finance
Allina Health System
Owatonna, MN
507-455-7646                                                      | Est. Dec. 2009                                              | (C) $46 million
(P) $58.5 million                                              |
Dear _________:

Thank you for agreeing to provide me with a letter of recommendation for my application for certification for the American College of Healthcare Architects.

The application states that "the letters of reference must contain specific language that indicates the referring architect (or healthcare client) believes the applicant to be qualified for ACHA Board certification".
2. Submit Application & Portfolio

Portfolio Requirements

- Demonstrate your knowledge and healthcare facility competence
- 3 to 9 projects from the past five years.
- Acceptable to use marketing project images, project plans and photographs
2. Submit Application & Portfolio

Portfolio Requirements

- Project Page (one per project)
  - Narrative Summary
  - Drawings, Renderings or Photos
  - Project facts/stats
  - Applicant’s role and responsibility
  - Architect (non applicant) or client signature
  - Vertically oriented (Portrait)
  - Electronic (no handwritten submittals)

**Project Example:**

- **Project Challenge:**
  - Need for integrated healthcare campus that was more accessible to the region.
  - Bringing Minnesota’s two largest healthcare organizations together to develop a new healthcare campus.

- **Challenge Response:**
  - Designed replacement hospital and expansion of existing clinic (Phase II currently underway).
  - Site was master planned to include an integrated hospital and skilled nursing facility, and vertical expansion of the clinic building.

- **Project Details:**
  - Project Site:
    - Acrons: 60
    - Original Clinic: 60,000 SF
    - Hospital: 132,000 11,000 SF
    - Clinic Expansion: 100,000 SF
  - Construction Cost: $46M
  - Completion Date: Est. 2020

- **Client Signature:**
  - [Signature]
  - [Name]
  - [Title]

- **Stats:**
  - Owatonna Hospital and Clinic Expansion
  - Owatonna, Minnesota

- **Role:**
  - [Role]

- **Signature:**
  - [Signature]
  - [Name]
  - [Title]
2. Submit Application & Portfolio

Examination Application Checklist:

- Completed application form and attachments;
  - One 8 ½” X 11” bound in loose-leaf format
  - One Adobe PDF file on CD or flash drive
- Passport size photo signed across the front
- AIA number (if applicable)
- Evidence of current registration
- 6 Letters of Recommendations
- Portfolio
- $150 Application Fee + $250 Exam Fee
2. Submit Application & Portfolio

Application Deadlines

<table>
<thead>
<tr>
<th>Exam Month</th>
<th>Application Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>February 1 Early Bird</td>
</tr>
<tr>
<td></td>
<td>April 1</td>
</tr>
</tbody>
</table>
3. Pass Exam

Exam Preparation

- Read Candidate Handbook
- Exam offered in July
- Take Practice Exam ($50)
- Connect with a mentor. Contact ACHA
- Plan ahead!
3. Pass Exam

Study Resources

**Guidelines for Design and Construction of Hospital and Health Care Facilities.** Facility Guidelines Institute, (2010 or 2014 editions are applicable).

3. Pass Exam

Study Resources

Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities. 36 CFR 1191, Department of Justice; current edition

3. Pass Exam

Exam Format

- 120 questions:
  - 100 scored questions
  - 20 non-scored questions scattered throughout test

- All multiple choice. 4 Options. Not penalized for guessing.

- 2.5 hour time limit

- Receive score within 60 days
3. Pass Exam

Exam Content – Question Types

Recall/recognition:
Specific factual information

Application:
Comprehension, Interpretation or Manipulation of concepts or data
Basic calculations or Finding relationships between concepts

Analysis:
Integration of a variety of concepts
An understanding of variables

100 total (scored)
3. Pass Exam

Exam Content

1. Forces That Drive the Business of Healthcare
2. Pre-Design
3. Design
4. Delivery & Implementation
3. Pass Exam

Exam Taking Tips

1. Read questions carefully
2. Answer only what the question is asking. Don’t read into the question.
3. Compare answers and determine most probable.
4. Utilize all time available to you.
5. Don’t rely solely on your experience
ACHA is there to Help

ACHA Executive Office:

Phone: (913) 895-4604
Email: acha-info@kellencompany.com
www.healtharchitects.org
Questions?
Agenda

- Vision, Mission and Value Proposition
- About ACHA
- 3 Steps to Certification
- Sample Exam
Sample Exam: Question 1

When considering the design for information systems in any inpatient or outpatient healthcare project, the acronym EMR refers to:

A. Equipment Management Roster
B. Electronic Medical Record
C. Emergency Medical Response
D. Electrical Maintenance Report
Sample Exam: Question 2

Which of the following design criteria is LEAST important in planning a pediatric critical care unit?

A. Visibility of the Patient
B. Ability to Accommodate Patient Families
C. Access to Patient Toilets
D. Ability to Accommodate Crisis Interventions
Sample Exam: Question 3

The frozen section component of a laboratory is often located in close proximity to which of the following?

A. Blood Bank
B. Surgery
C. Imaging
D. Emergency
Sample Exam: Question 4

According to the Life Safety Code, which of the following conditions is NOT required to allow occupancy of new construction or an existing building that is in violation of the Life Safety Code?

A. A plan of correction has been approved.
B. A fire watch has been instituted.
C. The occupancy classification remains the same.
D. No serious life safety hazard exists as judged by the AHJ.
Sample Exam: Question 5

The Emergency Dept. staff have stated that they do not have sufficient space as evidenced by patients and equipment located in the corridor. The architect should first:

A. review volume and capacity data
B. study expansion options
C. propose fast track care unit
D. assess clinical decision unit length of stay
Sample Exam: Question 6

In the programming analysis of spaces in a hospital, which of the following conditions present the most significant operational challenges?

1. Surgery separated from SICU
2. C-section separated from OB Unit
3. Pathology separated from Surgery
4. Emergency separated from Imaging

A. 1, 2, and 3 only
B. 1, 2, and 4 only
C. 1, 3, and 4 only
D. 2, 3, and 4 only
Sample Exam: Question 7

A common departmental adjacency relationship would be to locate a Clinical Decision Unit (CDU) adjacent to which of the following departments:

A. Surgery  
B. Medical records  
C. Emergency  
D. Nursing units
Sample Exam: Question 8

Which is one of the most dynamic components for staffing of a 125 bed suburban community hospital due to cyclical demand?

A. intensive care
B. emergency
C. ambulatory surgery
D. imaging
Sample Exam: Question 9

When designing a rural Critical Access Hospital, which of the following is the most important aspect of the plan?

A. Efficient use of professional staff
B. Lower maintenance costs
C. Outpatient access
D. Helipad location on site
Sample Exam: Question 10

Per the *Guidelines* negative air pressure is found in which of the following rooms?

1. Emergency Triage Room
2. Emergency Waiting Room
3. Operating Rooms
4. Patient Toilet Room

A. 1, 2, and 3 only
B. 1, 2, and 4 only
C. 1, 3, and 4 only
D. 2, 3, and 4 only
Sample Exam: Question 11

Nuclear Imaging scans typically allow observations of which of the following?

A. Brain activity thru electronic physiological monitoring
B. Ambulatory EKG recorded over a 24 hour period
C. EEG & EKG monitoring via both video & audio monitoring
D. Cardiovascular performance through monitoring & SPECT (single proton emission computed tomography)
Sample Exam: Question 12

Vibration considerations must be usually considered in the ceiling mounted equipment for which types of surgery?

1. Neurological
2. Ophthalmic
3. Oral
4. Cardiovascular

A. 3 and 4 only
B. 2 and 4 only
C. 1 and 2 only
D. 1 and 3 only
Sample Exam: Question 13

What is the maximum allowable area for a smoke compartment in a hospital?

A. 21,500
B. 22,000
C. 22,500
D. 23,000
Sample Exam: Question 14

An existing two-story hospital is adding more patient beds. When preparing an analysis to determine whether to expand vertically or horizontally, which of the following should be done first?

A. Evaluate potential disruptions.
B. Confirm the existing structural capacity.
C. Determine exiting requirements.
D. Analyze sharing of utility services.
Sample Exam: Question 15

At the completion of a large project to provide inpatient beds, all the final project documents have been collected. The air balance for bone marrow transplant patient rooms is neutral with 12 air changes per hour. The architect should instruct the contractor to:

A. decrease air changes.
B. adjust for positive air balance.
C. adjust for negative air balance.
D. increase air changes.
Sample Exam Answers

1. B   9. A
2. C   10. B
3. B   11. D
5. A   13. C
7. C   15. B
8. B
ACHA Continuing Education & Annual Recertification

- Measures and maintains competency
- Certificate Holders are required to maintain 18 CEUs/year; 12 related to healthcare
- Passing the Exam = 20 HSW CEUs
- Continuing education provided at ACHA Annual Luncheon & Summer Leadership Luncheon (1 LU each)
- Recertification Dues = $550 per year
Remember. . .

- ACHA is not a membership organization. You cannot “just join”.

- Check out the Candidate Program @ HEALTHARCHITECTS.ORG

THANK YOU!