SUBJECT: CGMP ALTERNATIVE RECERTIFICATION PROGRAM
SECTION: GILMER INSTITUTE
Policy No: GI-11

Date of Origin: March 2017
Revised: October 2019
Reaffirmed:

PURPOSE
SGMP’s CGMP Alternative Recertification Program is a simple, self-study program available to certified members who have been unable to earn enough contact hours for the traditional recertification process.

POLICY
The following criteria are required to participate in the CGMP Alternative Recertification Program:

- You must be a member of SGMP in good standing.
- You must apply to participate in the alternative recertification within 30 days from the expiration date of your certification.
- The cost of the alternative recertification program is $250 and is due at the time of registration, and includes the updated CGMP Handbook, the current Power Point presentation and the examination.
- This is a self-study program and does not involve any classroom activity.
- The alternative recertification program examination will be offered every two months. You must schedule the examination within six months of registering for the program. You will be notified of the month of the examination.
- Upon successful completion of the exam, your certification is good for three years from your most recent expiration date.
- If you do not pass the exam, you will be able to re-test one time within 60 days of the examination for a $50 re-test fee.
- If you are unable to attend your re-test time, you will forfeit the fee of $50.00 and will not be eligible to be part of this program.
- The Gilmer Trustee’s will make every effort to locate an approved proctor in your area for the re-test. However, you may need to travel to a different city or state to take the test. SGMP will not be responsible to reimburse any transportation or mileage costs.
- The test is scored by the Gilmer Trustee’s and participants are not allowed to be present during the scoring process. Participants will be notified of their scores within 2 working days of completion of test.
- This is a one-time opportunity; if you are unable to meet the necessary contact hours for future recertification, you must re-take the CGMP class and examination.