

The Alternate Route

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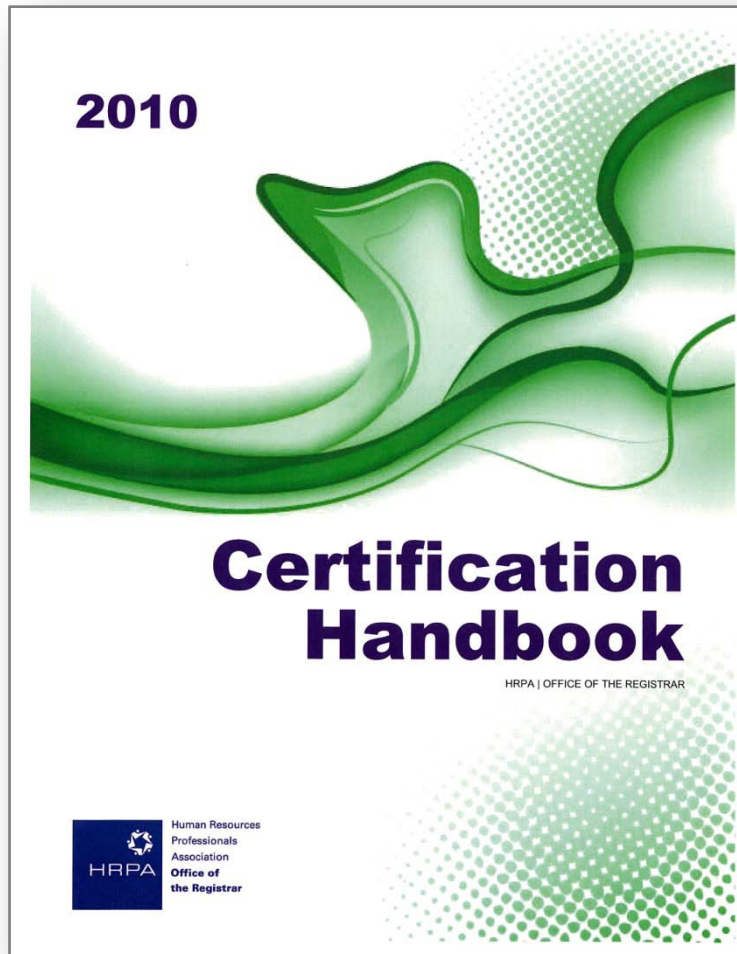


Housekeeping

- Slides, archived webinar, and Q&A to be posted on HRPAs website on the Office of the Registrar page within a week
- Time has been set aside for questions at the end of the webcast but you can submit your questions at any time
- All questions and their answers will be posted on the HRPAs website

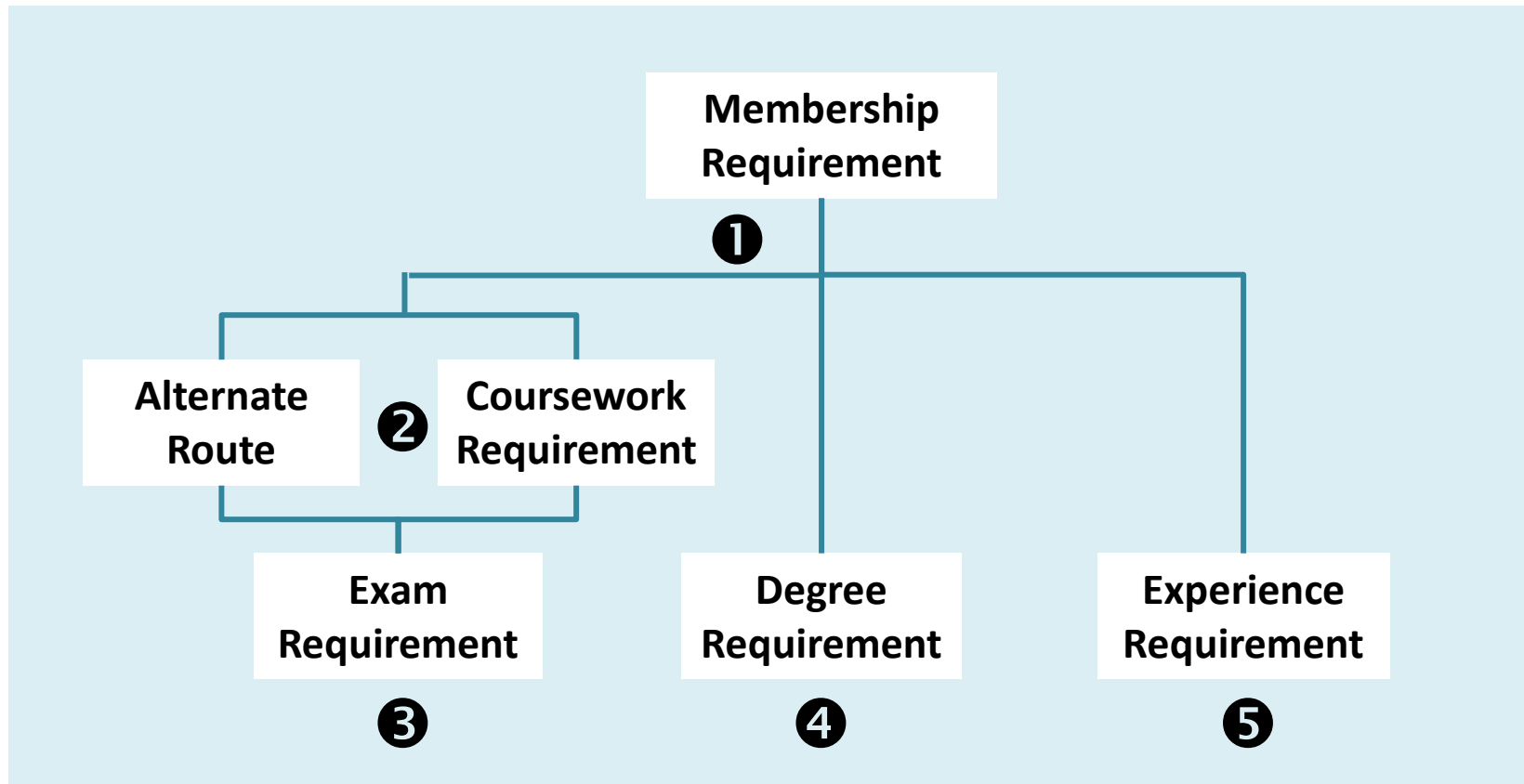
Agenda

- HRPAs certification framework
- The coursework requirement
- A bit of history
- The points-based framework
- Two kinds of alternate route applications
- The alternate route and the validation of experience
- The IEP connection
- Cost, deadlines, re-assessments, and appeals



- Available for downloading from our website
- Comprehensive source of information about HRPA's certification process

HRPA's Certification Framework



Coursework Requirement

Course-by-course

or

Alternate Route

There are options
within the course-by-
course approach

There are options
within the alternate
route approach

What is the Alternate Route?

- The Alternate Route is an alternative way of meeting the coursework requirement and thus qualify to write the NKE
- The Alternate Route is points-based and gives credit for experience and other relevant achievements
- The Alternate Route is deemed an equivalent foundation for HR professionals although there may be more gaps in this background

History

- The certificates came first, the Certificate in Personnel Management (CPM) which turned into the Certificate in Human Resources Management (CHRM)
- When the designation was first introduced in 1989, it had two requirements: (1) full membership, and (2) certificate in personnel management (at that time, full membership required three years of experience in HR at a professional level)
- These certificates became what we now call the coursework requirement. In fact, the nine required courses of the coursework requirement are virtually the same as the curriculum for the CPM and CHRM.

History

- *Peer review* was the original alternate route, it required documenting ten years of experience in HR at a professional level but no certificate. It was offered for ten years from 1989 to 1999
- The other alternative to the coursework requirement was the completion of an executive program in HR
- Peer review and the completion of an executive program in HR were alternatives to the coursework (although they were not called the ‘alternative route’)

History

- In 1999, peer review was replaced by what was called *the alternate route*
- The *alternate route*, like the peer review before it, required demonstrating ten years of experience in HR at a professional level
- The difference between the alternate route and peer review was that the alternate route did not exempt from the exam (which had been added in 1994)
- When the national exams were introduced in 2003-2004, alternate route candidates were required to write both the NKE and the NPPA

History

- At the time, the alternate route was priced at \$4000., the idea was that the cost of the alternate route should be comparable to the cost of taking the courses
- In 2008 the cost of the alternate route was made the same as the assessment of experience
- In 2009, a new alternate route was introduced—it was a points-based approach which integrated the alternatives to the coursework requirement into one framework and provided more flexibility

The Alternate Route

- A points-based system
- Candidates need to accumulate 50 points or more to qualify to write the NKE
- Includes the previous alternate route and executive program in HR options

Alternate Route

	Points
Advanced degree in HR or IR	50
Approved executive program in HR	50
Senior Professional in Human Resources (SPHR)	50
Chartered Member of CIPD	50
Some other designation in HR	10 or 20
Responsibility for overall HR Function in medium to large organization	10/year
Practice in Employment Law	10/year
Experience at a professional level in HR (or allied discipline)	5/year
Experience at a managerial level with significant HR responsibilities (50% of time or more)	5/year
Experience as an HR consultant	5/year
Experience as an instructor in a recognized post-secondary institution	5/year
Any course or equivalent among the nine required courses	5/course

Two Kinds of Alternative Route Applications

- The term ‘adjudicative’ is used when a judgment or determination has to be made
- Some alternative route applications are straightforward and involve only the verification of documentation; other applications, which involve the evaluation of experience require ‘adjudication’

Who Evaluates Alternate Route Applications?

- Alternate route applications that do not require evaluation or determination are processed by the Registrar
- Alternate route applications that require evaluation or determination are processed by the Certification Sub-Committee
- The Certification Sub-Committee sits in panels of two. (Decisions of the panels are deemed decisions of the Sub-Committee)

The Alternate Route and the Validation of Experience

- Note that both the alternate route and the validation of experience give credit for experience
- The experience requirements have been harmonized in the sense that the definition and criteria for experience are the same in the alternate route and in the validation of experience
- Can the same experience be used to qualify for the NKE and count towards the experience requirement?

The Alternate Route and the Validation of Experience

- Yes it can
- If in the context of an alternate route application an individual is deemed to have three or more years of experience in HR at a professional level, this person will also have been deemed to have met the experience requirement
- For someone with three or more years of experience in HR at a professional level it is possible to qualify for the NKE and meet the experience requirement at the same time

Experience Eligibility Criteria

	Experience is not in HR	Experience is in HR
Experience is at the professional level	Experience is at the professional level but not in HR	Experience is in HR and at the professional level
Experience is not at the professional level	Experience is neither in HR nor at the professional level	Experience is in HR but not at the professional level

The Alternate Route

What does 'professional level' mean?

- **Independence of actions** — relates to the amount of planning, self-direction, decision-making and autonomy involved in the work experience;
- **A depth of work requirements** — relates to the extent to which work experience requires data-gathering, analysis and interpretation;
- **Level of interaction** — relates to the degree to which the individual interacts with a broad spectrum of contacts, including decision-makers; and
- **Responsibility for work outcome** — relates to accuracy and extent to which the individual is held accountable for his/her work and decisions.

What does 'in HR' mean?

- The development and implementation of human resources policies and procedures;
- Consultation in the area of human resources management;
- Providing advice to clients, managers, and employees in matters pertaining to management of human resources;
- The representation of clients and organizations in proceedings related to human resources management;
- Program development and evaluation in the area of human resources management;
- The supervision of other Human Resources professionals whether registered or non-registered;
- Coaching of employees, managers, and other individuals in matters relating to work and employment;
- The conduct of research in the area of human resources management.
- Teaching in the area of human resources management

Points for Other HR Designations

20-point Designations

- Canadian Payroll Manager, CPM
- Canadian Registered Safety Professional, CRSP
- Certified Benefits Professional, CBP
- Certified Compensation Professional, CCP
- Certified Employee Benefits Specialist, CEBS
- Certified Health and Safety Consultant, CHSC
- Certified Training and Development Professional, CTDP
- Global Professional in Human Resources, GPHR
- Professional in Human Resources, PHR

10-point Designations

- Certified Training Practitioner, CTP
- Compensation Management Specialist, CTP
- Global Remuneration Professional, GRP
- Group Benefits Associate, GBA
- Payroll Compliance Practitioner, PCP
- Registered Assessment Specialist, RAS
- Registered Professional Recruiter, RPR
- Retirement Plans Associate, RPA
- Work-Life Certified Professional, WLCP

The IEP Connection

- IEP stands for Internationally Educated Professional
- IEP will often find that the alternate route is their quickest path to the designation
- Experience need not be Canadian experience as long as it meet the criteria of (1) being HR experience and (2) at a professional level

The Alternate Route and the SHRP

- Note that the alternate route give 50 points for the SPHR designation which is offered by HRCI (SHRM) in the US but does not mention the SHRP
- One requirement for the SHRP is ten years of professional experience in HR—therefore, anyone with the SHRP would qualify to write the NKE via the alternate route (although they would need to fill out the application and pay the fee)

The Alternate Route and the Degree Requirement

- The alternate route does not give an exemption to the degree requirement
- There are no exemptions from the NKE, and, after January 1, 2011, there will no exemptions from the degree requirement (other than the exemption for those who will have passed the NKE before December 31, 2010)

Blending Coursework and Experience

- The alternative route allows for blending experience and coursework
- The courses must be approved courses and must not be more than ten years old
- For courses not on the list of approved courses, courses can be credited through the 'approval of non-approved courses' process

Alternate Route Costs

- \$500 plus HST for alternate route applications that involve adjudication by the Certification Sub-Committee
- \$50 plus HST for alternate route applications that do not require adjudication by the Certification Sub-Committee

Deadlines

- The Certification Sub-Committee meets several times during the year to consider alternate route applications. The deadlines are as follow:
 - January 31
 - March 31
 - May 31
 - July 31
 - September 30
 - November 30
- Applications that do not require adjudication can be submitted at any time

Re-Assessments and Appeals

- What if I don't like the decision of the Certification Sub-Committee?
- There are two possible options: (1) re-assessment or (2) appeal.
- A re-assessment akin to asking for a second opinion
- An appeal is a review of the decision process and is based on specific grounds

Re-Assessments

- In a re-assessment, the original application is evaluated by a second panel
- This second panel will not know that it is a re-assessment and will not know the results of the original assessment
- The decision of this second panel is final
- The re-assessment fee is \$100 + HST (this fee would be refunded should the re-assessment result in a change of decision)

Appeal

- An appeal makes the argument that something has gone wrong:
 - Denial of natural justice
 - Deficiency in the decision
- It does not cost anything to file an appeal but grounds for appeal must be met
- The fact that the decision is not the one hoped for is not grounds for appeal

Summary

- The alternate route is an alternative to the coursework requirement
- The alternate route is a flexible framework which uses a points-based system
- It is intended for candidates with experience

Q&A



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