

ASA CERTIFICATION PROGRAMS

YOU ARE INVITED TO JOIN THE INDUSTRY ELITE



ASA American Staffing Association

ASA delivers four prestigious certification programs...



Certified Staffing Professional®

The CSP® program features rigorous content focused on employment and labor law at both the federal and state levels. All who work in the staffing business benefit from earning this credential, including owners, executives, branch managers, and sales representatives.

About the CSP online exam:

- ① 100 questions
- ① Timed, two-hour exam
- ① More than 15 subject areas, including wage and hour laws, the Affordable Care Act, workplace safety, and workers' compensation



Learn more at americanstaffing.net/certification.



Technical Services CertifiedSM

The TSCSM program is designed especially for professionals who work in technical, engineering, information technology, and scientific staffing. This program features all the rigorous content included in the CSP program, plus additional subject areas. **Those who earn the TSC credential automatically earn the CSP credential.**

About the TSC online exam:

- ① 120 questions
- ① Timed, two-hour exam
- ① All subject areas included in the CSP exam, plus per diem rules, worker classification, and H-1B visas



Learn more at americanstaffing.net/certification.



Certified Health Care Staffing Professional®

The CHP® program is designed specifically for staffing professionals operating in the health care sector. This program focuses on federal employment laws as they apply to health care staffing and includes subject areas such as malpractice issues, HIPAA, medical information privacy, health care credentialing requirements, and locum tenens as independent contractors.

About the CHP online exam:

- ① 120 questions
- ① Timed, two-hour exam
- ① More than 15 subject areas, plus topics specific to health care staffing



Learn more at americanstaffing.net/certification.



Certified Search Consultant®

The CSC® program is designed specifically for search and placement professionals. This program focuses on federal employment laws specific to recruiters as well as state licensing and registration laws applicable to direct hire firms.

About the CSC online exam:

- ① 50 questions
- ① Timed, one-hour exam
- ① Topics include agreements with clients, equal employment opportunity laws, pre-employment process, and state licensing and registration laws applicable to direct hire firms



Learn more at americanstaffing.net/certification.



ASA Certification Community— Be Among the Industry Elite

More than **9,000 professionals** in the staffing, recruiting, and workforce solutions industry have earned prestigious ASA credentials.

ASA-certified professionals are part of an elite community of industry professionals who add value to their client relationships, make their companies more competitive, and raise the professionalism and expertise of the industry.

As an ASA-certified professional you have access to a wide range of resources, including

- 🎯 *ASA Certified News* quarterly newsletter
- 🎯 Email alerts about CE opportunities and upcoming ASA webinars
- 🎯 ASA Central, an exclusive online community for ASA member staffing professionals



You're In Charge

All ASA certification programs are self-directed. Online materials, such as the exams and video study modules, are available 24/7—for one year following your certification package purchase date. Once you are ASA-certified, you also have online access to your CE status.



Learn more at americanstaffing.net/certification.



Free Continuing Education— Maintain Your Earned Credential



Your ASA credential remains active for three years after you pass the exam.

To renew your credential, during the three years earn 30 hours of approved continuing education (CE), six pertaining to employment law. CHP credential renewal requires six hours of health care-specific CE. After earning 30 CE hours, pay the renewal fee, and you are actively certified for three more years.



Free ASA Continuing Education

If your firm is an ASA member, ASA webinars and hundreds of on-demand recordings are available to you free. Check out and register for upcoming ASA webinars at americanstaffing.net/webinars.

Learn more about earning CE hours. Visit americanstaffing.net/certification.



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Must-Have Resources— Utilize Valuable Study Materials

These two must-have industry resources are available in print and ebook formats.



Employment Law for Staffing Professionals—13th Edition

A must-have resource for navigating the many complex issues regarding the legal relationships between staffing firms, the employees they supply, and the clients that use their services.

Co-Employment: Employer Liability Issues in Third-Party Staffing Arrangements—8th Edition

Provides the facts and reviews the legal and operational implications of co-employment in critical areas affecting the terms and conditions of employment.

- 🎯 The **CSP and TSC certification packages** include the two resource books above, a federal workbook, state workbook, certification study guide, video study modules, ACA study guide, an online practice exam, and the online final exam.
- 🎯 The **CHP certification package** includes the above resource books, the Certified Health Care Staffing Professional workbook, video study modules, ACA Study guide, an online practice exam, and the online final exam.
- 🎯 The **CSC certification package** includes the workbook, *Employment Law for Certified Search Consultants*, an online practice exam, and the online final exam.



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