

# AMERICAN BOARD OF INDUSTRIAL HYGIENE



## 1997 ANNUAL REPORT

Our vision is to ensure the highest level of competence among the practitioners in the profession of Industrial Hygiene for the protection of the workers and the public worldwide. We strive to achieve this vision by improving the practice and educational standards of the profession of Industrial Hygiene by maintaining and administering the highest quality comprehensive Industrial Hygiene certification system.

The section of the report, Purpose and History of the Board, details how the ABIH was created, who we are, and our key activities. The ABIH Strategic Plan is the culmination of a year long planning process to align our goals to more effectively support our vision and mission. The Examination & Certification Statistics reveal a significant decrease in the numbers of Core examinees and a small decrease in the numbers of Comprehensive examinees over the past two years consistent with demographic trends. Since our last report was published, the roster of CIHs in active status has grown by 396 to a total of 6222 at the end of 1997. The audited financial statement demonstrates that the ABIH continues to maintain a sound financial position to ensure that we can continue to accomplish our mission.

We hope that you will agree that one of our most significant accomplishments over the past two years is improving both the quantity and quality of our communications. For the first time we distributed a written strategic plan to Diplomates and other professional organizations. We implemented a state-of-the-art home page on the worldwide web making more information available about the ABIH and our activities than ever before. We are participating in the Interboard Task Group with the AAIH, ACGIH and AIHA to improve communication and cooperation on issues of mutual interest. We are continuing to participate with the AAIH, ACGIH and AIHA on the Code of Ethics Education Task Force to help create a better understanding of the standards for ethical conduct among industrial hygienists.

We have also undertaken efforts to improve the quality of our examination processes. Several Diplomates have participated in question writing workshops where we bring together experts in a rubric area to help us improve and update the question bank. We have also retained a new examination and psychometric consulting service, Columbia Assessment Services, to advise us on the examination process. We have exhaustively studied whether we should develop an ergonomics sub-specialty examination for CIHs and appreciate all the feedback we received from Diplomates. At this time we do not plan to develop a sub-specialty examination in ergonomics. We are instead exploring partnering with the Board of Certification in Professional Ergonomics to develop a certification program in ergonomics that could be used by CIHs who want a specific certification in ergonomics.

We made changes to improve the Certification Maintenance system. The fundamental purpose of Certification Maintenance is to strengthen the certification system by assuring that Diplomates maintain their technical skills for the duration of their active careers. We believe that a strong CM process makes the CIH more meaningful in the eyes of employers, the public we serve, other professional groups, legislators and accrediting organizations.

We are in the process of obtaining accreditation of our certifications from the Council of Engineering and Scientific Specialty Boards (CESB), a third party accrediting organization. We have been accepted as a member of CESB and expect to receive accreditation over the next few months.

In this rapidly changing environment, our biggest challenges lay ahead of us. As outlined in the strategic plan, we are studying several possible changes. The most significant are to require all CIH applicants to take the Comprehensive Practice examination, to develop a plan to raise the educational eligibility requirements for CIH and to develop a permanent certification to recognize practitioners of industrial hygiene who do not meet the educational or experience requirements for CIH. You will be hearing much more about these issues under study over the next several months. We hope that we will be hearing much more from you, the Diplomates, about how best to proceed with these potential changes. All changes should improve our ability to ensure the highest level of competence among the practitioners in the profession of Industrial Hygiene for the protection of the workers and the public worldwide.

On behalf of the members of the American Board of Industrial Hygiene, we present for your review our Annual Report to the Diplomates.

*/signed/*

**J. Kenneth Conover, CIH  
Chair, ABIH**

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**Lynn C. O'Donnell, CIH  
Executive Director, ABIH**

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## **PURPOSE AND HISTORY OF THE BOARD**

The American Board of Industrial Hygiene exists for the express purpose of improving the practice and educational standards of the profession of industrial hygiene.

The board achieves this purpose by: (1) offering certification examinations to industrial hygienists with the required educational background and professional industrial hygiene experience; (2) acknowledging individuals who successfully complete the examinations by issuing a certificate; (3) requiring Diplomates to maintain their certification by submitting evidence of continued professional development; and (4) maintaining records and publishing a roster of certificate holders for the profession and the public.

The ABIH was incorporated in 1960 per the joint recommendation of the American Conference of Governmental Industrial Hygienists (ACGIH) and the American Industrial Hygiene Association (AIHA). The ABIH has no formal obligation to the societies which initiated its formation, though it has clear responsibility to align its vision and strategies with all facets of the IH Profession it serves. The American Academy of Industrial Hygiene (AAIH) was formed by the ABIH as a non-incorporated association of Diplomates (Certified Industrial Hygienists) certified by the ABIH.

The ABIH is comprised of 18 Directors who volunteer their time to gather and conduct the Board's business. Some of the directors serve as an executive committee including a Chair, Vice-Chair, Secretary, Treasurer and Academy Councilor. Every two years 6 Directors rotate off the ABIH and are replaced, 2 each from nominees submitted by AAIH, ACGIH and AIHA. The total commitment as an ABIH Director is 6 years.

Supporting the ABIH Directors is a "home office" located in Lansing, Michigan which includes an Executive Director and a small staff of professional and administrative resources. Essentially all ABIH communications to/from applicants, examinees, Diplomates and organizations go through this office.

Within the ABIH are 12 standing committees, each made up of 2-7 Directors. Some committees focus on specific activities (i.e. exam update) whereas some address a broader scope (i.e. strategic planning). Other responsibilities assigned to Directors include rubric management, organizational liaison and special assignments.

The primary function of the ABIH is to administer the process of certification(s) for those meeting all criteria for the professional practice of Industrial Hygiene. Several key activities support this mission:

- Establish education and experience requirements for candidates

- This done with input from all IH organizations, special task groups, and the collective IH membership.
- Evaluate all applicants against these requirements
  - The home office processes applications which are straight forward; more complex applications require review by several Directors and/or the entire Board.
- Create, update and audit examination(s) for certification
  - include question bank management and exam update exercises; a professional examination service is contracted for assistance.
- Administer examination(s) for certification
  - One offering each spring, 10-12 each fall; international offerings as appropriate.
- Determine the requirements for maintenance of certification
  - As above, done with a broad range of input.
- Review all recertification worksheets
  - Each worksheet is reviewed; a nominal percentage is fully audited.

Directors attend meetings of the full Board twice a year; other committees/responsibilities may require 1-4 additional meetings per year (most meetings are on weekends to avoid business conflicts). Activity between meetings focuses on application reviews, CM audits and special projects.

Comments regarding Board activities are welcome. We can be reached by phone (517) 321-2638, fax (517)321-4624, email [ambrdih@ibm.net](mailto:ambrdih@ibm.net) or check us out on the internet at <http://www.abih.org/homepage.htm>.

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## **AMERICAN BOARD OF INDUSTRIAL HYGIENE STRATEGIC PLAN**

### **I. Vision**

To ensure the highest level of competence among the practitioners in the profession of Industrial Hygiene for the protection of the workers and the public worldwide.

## **II. Mission**

To improve the practice and educational standards of the profession of Industrial Hygiene by maintaining and administering the highest quality comprehensive Industrial Hygiene certification system.

## **III. Goals**

### **A. Ensure that our certification processes keep pace with the current practice of Industrial Hygiene.**

Cooperate with the AAIH, ACGIH, and AIHA to ensure that the definition of Industrial Hygiene and the functions of Industrial Hygienists reflect current practice.

The protection of human health through the prevention of occupational illnesses is fundamental to the definition of Industrial Hygiene.

### **B. Enhance the value and meaning of our certifications in Industrial Hygiene.**

Cooperate with the AAIH, ACGIH, and AIHA to promote the recognition of the value of our certifications in Industrial Hygiene.

Continue to protect our professional designations including "Certified Industrial Hygienist", "CIH", and others through appropriate legal channels.

Achieve and maintain appropriate third party accreditation of our certification processes.

### **C. Participate actively in international activities related to the professional practice of Industrial Hygiene and credentialing programs.**

Improve the practice of Industrial Hygiene worldwide by promoting the development of national or regional certification programs that meet the respective situations and needs.

Protect the ability of Certified Industrial Hygienists to practice world-wide.

Investigate the feasibility of developing an ABIH accreditation program for international certifying organizations.

Establish formal communication links with IOHA and the international committees of the AAIH, ACGIH and AIHA.

**D. Develop a plan to expand our certification framework.**

This expanded certification framework will have the following objectives:

Maintain CIH as the hallmark level of certification.

Require all CIH applicants to take the Comprehensive Practice examination.

Develop a plan to raise the educational eligibility requirements for the CIH.

Develop a permanent certification to recognize the Industrial Hygiene practitioner who does not meet the educational and experience requirements for the CIH.

Maintain our practice of developing a subspecialty examination in a specific area of Industrial Hygiene for CIHs when there is a need to provide additional recognition that CIHs have a professional knowledge in a multi-disciplinary field.

Partner with other organizations for possible certifications relating to aspects of health, safety or environmental that are outside of the defined functions of Industrial Hygienists.

Evaluate mechanisms for administering the examinations electronically without compromising the quality of the examination process.

**E. Ensure that the certification maintenance program continues to add value to the certification process.**

The certification maintenance program will ensure that Diplomates continue to develop and enhance their professional industrial hygiene knowledge and skills for the duration of their active careers.

Develop a plan to implement a certification maintenance program for any future certifications.

**F. Improve communications with our constituents and our allied professional organizations.**

Develop a formal communications plan to actively communicate with our constituents, industrial hygiene organizations, and allied health, safety, and environmental organizations..

**G. Continue to soundly manage our financial resources to ensure that the ABIH can accomplish its mission.**

Maintain our status as a not-for-profit organization.

Continue to maintain an adequate reserve for operating expenses.

**H. Provide exemplary customer service through the ABIH office to our constituents.**

Provide responsive, timely, and accurate services to constituents relating to information requests, application processing, examinations administration, roster listings, and certification maintenance.

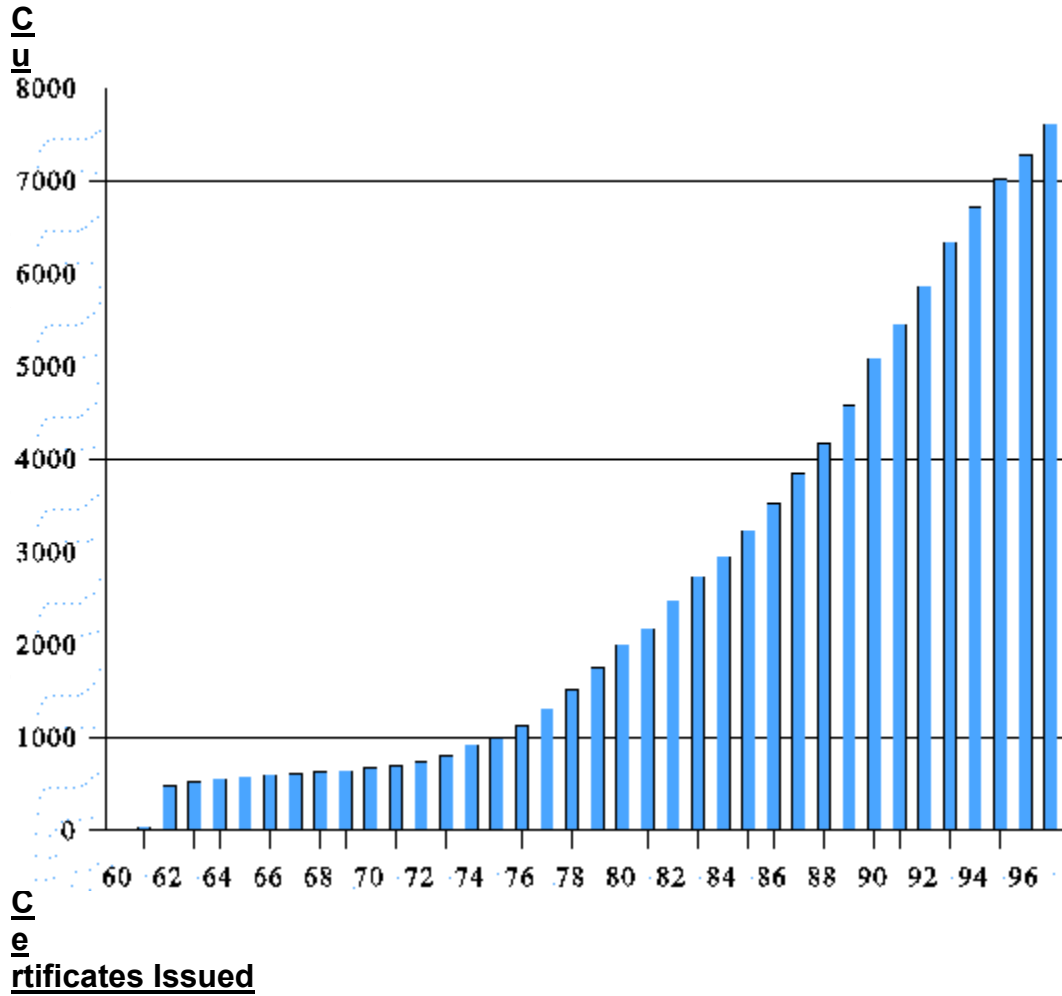
**1997 EXAMINATION/CERTIFICATION STATISTICS**

**Examinations**

Examination	# Examinees	# Who Passed	% Who Passed
CORE	Spring 207 Fall 301 Total 508	119 <u>166</u> 285	56.1
COMPREHENSIVE PRACTICE	Spring 251 Fall 455 Total 706	115 <u>213</u> 328	46.5
CHEMICAL PRACTICE	Spring 7 Fall 5 Total 12	2 <u>2</u> 4	33.3
INDOOR ENVIRONMENTAL QUALITY	Spring 5 Fall 2 Total 7	4 2 6	85.7

**Certification Maintenance**

Categories	1991-1996 Cycle
Certificates Due for Renewal	967
Retired, Deceased or Previously Lapsed	181
Worksheets Due	786
Certificates Renewed	767
Certificates Not Renewed	19



**CIHs/IHITs in Active Status**

Through the end of 1997 there were:

**6222** CIHs in Active status

**5869** Comprehensive Practice

## **282 Chemical Practice**

**145 Other Aspects (Acoustics, Air Pollution, Engineering, Radiation and Toxicology)**

\*Some Diplomates are certified in more than one aspect

## **616 IHITs**

**60 Diplomates holding Indoor Environmental Quality Sub-Specialty certificates**

## **RESPONSIBILITIES OF THE DIPLOMATES**

- **Code of Ethics**

Diplomates agree to honor the Code of Ethics for the Professional Practice of Industrial Hygiene. These canons provide standards of ethical conduct for industrial hygienists as they practice their profession and exercise their primary mission, to protect the health and well-being of working people and the public from chemical, biological, physical and ergonomic health hazards present at, or emanating from the workplace. The Board encourages you to become involved in implementing the Code and making the interpretive guidelines a living document.

- **Claims of False Certifications**

The Board continues to become aware of individuals who falsely claim certification. The Board and its attorney follow up on these cases when a resolution can not be reached, the Board exercises its option to file civil and/or criminal complaints against those who fraudulently claim certification. Most of these fraudulent claims have been reported to the Board by Diplomates. The Board requests that you continue to identify potential cases of false certification claims.

- **Professional References**

The Board requires applicants to obtain at least one reference from a CIH who is familiar with the applicant's industrial hygiene work. Considerable weight is given by the Board to the Professional Reference Questionnaire (PRQ). The Board uses the PRQ to confirm that the applicant is in the full time practice of industrial hygiene at the professional level currently and for each year claimed as practice. The Board asks that you be as detailed and specific as possible about your knowledge of the applicant's experience.

- **Address of Record**

It is the CIH/IHITs responsibility to keep ABIH informed with regard to any name and/or address changes. The Board makes every effort to locate individuals when mail is returned to the office, however it is impossible to maintain accurate records without your assistance.

## **ACCOUNTING RESOURCES**

The resources required to meet the purpose of the Board include the financial support of the Diplomates, examinees and applicants; the full-time staff in Lansing, Michigan headquarters; and the time and talents of the Board members and others involved in Board activities.

### **Financial Resource**

The 1997 audited financial statement, prepared by Lewis M. Aronow, CPA, is presented on the following pages. The accompanying notes to the statement are on file at the ABIH office in Lansing, MI. The objective of the Board is to maintain reserves equal to annual operating costs. This goal is currently being met and the financial position of the Board is sound.

[This full financial report is available on this Home Page as a separate document](#)

## **BOARD MEMBERS**

<b>Name Affiliation</b>	<b>Officer\ Director</b>	<b>Board Term</b>	<b>Committee and Special Assignments</b>
J. Kenneth Conover, CIH, CSP Coca-Cola USA	Chair	1993-1999	Executive Committee Nominating Committee Strategic Planning Committee
Daniel E. Agopsowicz, CIH Exxon Chemical Company	Vice- Chair	1995-2001	Exam Update Committee Executive Committee Interboard Task Group Question Bank Committee Strategic Planning Committee
Roy J. Covert, CIH Covert and Associates	Secretary	1991-1999	Exam Update Committee Executive Committee Financial Planning Committee Nominating Committee Records Retention Committee Strategic Planning Committee
Christopher Wiernicki, CIH,	Treasurer	1993-1999	Executive Committee

CSP Hamilton Standard			Financial Planning Committee Nominating Committee Strategic Planning Committee
Edward T. Bartosh, CIH Health Risk Associates	Director	1995-2001	CM Committee Communications Committee Joint Occupational Health & Safety Technologist Committee
Harry J. Beaulieu, PhD, CIH, CSP Industrial Hygiene Resources	Director	1997-2003	Joint Ethics Education Committee Passing Score Committee
Ching-tsen Bien, CIH LAO Consulting, Inc	Director	1995-2001	Bylaws Committee CM Committee Question Bank Committee Records Retention Committee
Mary Brophy, PhD, CIH New York State Department of Labor	Director	1995-2001	CM Committee Exam Update Committee
Michel J. Crepeau, CIH Digital Equipment Corporation	Director	1995-2001	CM Committee Passing Score Committee Strategic Planning Committee
Alice C. Farrar, CIH Clayton Environmental Consultants, Inc	Director	1995-2001	Chemical Practice Update Financial Planning Committee Question Bank Committee
Theodore A. Felton, CIH, CSP General Electric Company	Director	1993-1999	AAIH Councilor through October '97 Bylaws Committee Communications Committee Executive Committee through October '97 Financial Planning Committee Nominating Committee Strategic Planning Committee through October '97
Elizabeth R. Gross, CIH Dana Farber Cancer Institute	Director	1993-1999	CM Committee Communications Committee Joint Council for Health, Safety & Environmental Education Professionals Nominating Committee
Don W. Harvey, CIH, CSP US Dept. of Energy	Director	1997-2003	CM Committee Council of Engineering & Scientific Specialty Boards Financial Planning Committee
Thomas A. Hethmon, CIH Phelps Dodge Corporation	Director	1997-2003	IEQ Exam Update Question Bank Committee
Joseph A. Jakubowski, CIH Pharmacia & Upjohn, Inc	Director	1993-1999	Communications Committee Exam Update Committee

			Nominating Committee Passing Score Committee Strategic Planning Committee
Kirby P. James, CIH	Director	1997-2003	Record Retention Committee
Rosemary E. Patnode, CIH, CSP US Dept. of Veterans Affairs	Director	1997-2003	AAIH Councilor beginning October '97 Executive Committee beginning October '97 P>Strategic Planning Committee beginning October '97
Ana M. Prieto, JD, CIH Novartis Corporation	Director	1997-2003	Bylaws Committee Exam Update Committee Interboard Task Group

## HEADQUARTER STAFF

Lynn C. O'Donnell, CIH  
ABIH Executive Director

Lyle Edinger, CIH  
ABIH Manager, Technical Affairs

Mary Jane Ghainer  
Barbara A. Saalfeld  
Barbara "Bee" Snow  
Pamela J. Trim

The full-time staff members at the ABIH offices in Lansing, Michigan provide a number of services to Diplomates, examinees, applicants, Board members and others. The office receives and processes applications, professional reference questionnaires, academic transcripts and other supporting documentation for applicants. The Lansing staff prepares the examination books, selects and arranges for examination sites, mails and processes dues and certification maintenance notices, maintains and mails the membership roster and keeps records of the certification maintenance program. They also assist the Board in maintaining and updating the question bank and in updating the examinations. The staff also makes arrangements for Board meetings, committee meetings and maintains the minutes of meetings. Administrative services are provided to the American Academy of Industrial Hygiene under contract.

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This was posted on August 20, 1998.

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