

## NM Certified County Health Care Official Requirements Checklist

The NM **EDGE** (Education Designed to Generate Excellence in the public sector)  
 A Program of NM Cooperative Extension Service  
**“NM Certified County Health Care Official” Curriculum Checklist**  
 Successful completion of the following **18 classes** is required to earn a NM Certified County Health Care Official designation (**NMCHCO**).  
 For further information contact [nmedge@nmsu.edu](mailto:nmedge@nmsu.edu) or go to [nmedge.nmsu.edu](http://nmedge.nmsu.edu) February 19, 2013

<b>Classes</b>	<b>Date Completed</b>
Each class is comprised of three hours of classroom instruction.	
<b>Health Care Specific Classes</b>	<b>All 5 classes required</b>
Take each of the following HC classes	
HC 102- Third Party Pay Issues Part I	
HC 202- Third Party Pay Issues Part II	
HC 103- General Epidemiology & Chronic Illness	
HC 104- HIPPS: Implications for the Health Care Official (technical and ethical concerns)	
HC 110- Intro to Ethics for the NM Health Care Professional	
<b>CPM Required Classes</b>	<b>All 9 classes required</b>
Take each of the following CPM classes	
CPM 111- Knowing Your Government	
CPM 114- The Public Policy Making Process	
CPM 213- Policy Development (pre-req. CPM 114)	
CPM 131- General HR Law	
CPM 234- Serving Our Mentally Ill Citizens	
CPM 152- Conflict Resolution	
CPM 155- Improving Your Presentation Skills	
CPM 157- Creating a Service Oriented Culture	
CPM 161- Making the Most of the Web	
<b>Elective Classes</b>	<b>2 electives required</b>
Choose 2 classes from the 6 classes listed below	
CPM 124- Federal Grants & Private Foundations Part I- Take 124 & 224 the same day	
CPM 224- Federal Grants & Private Foundations Part II (pre-req. CPM 124)	
CPM 156- Improving Writing Skills	
CPM 253- Writing Resolutions & Ordinances (pre-req. CPM 156)	
CPM 264- Basic GIS for the Non-GIS User	
CPM 171- The Role of Research in Public Service	
<b>CPM Technology Track VI Electives</b>	<b>2 technology electives required</b>
Choose 2 classes from any Track VI Technology classes not already taken	
1.	
2.	
<b>Culminating Experience</b>	
A Health Focused Mini-Portfolio - Graded on 10 point scale Details Provided Upon Completion of Classes and Verifying Audit	