

# NEHA Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)

## Candidate Information Brochure



## **REHS/RS Examination**

### **Eligibility Requirements**

To be eligible for the REHS/RS credential, a candidate must meet the criteria for A, B, or C as follows:

- A. **Environmental Health Degree Track:** You are eligible for the credential if you have a Bachelor's, Master's, or PhD in environmental health from a degree program accredited by the National Environmental Health Science and Protection Accreditation Council. To find out if your degree program has been accredited by NEHSPAC, please visit their website at:  
<http://www.ehacoffice.org/accred-prog/under-prog.php>.
  
- B. **Bachelor's Degree Track:** You are eligible for the credential if you hold a Bachelor's Degree from an accredited institution (accredited by the Department of Education or the Council for Higher Education Accreditation (CHEA) that includes:
  - 1. An Algebra course or higher level math; and
  - 2. 30 semester/45 quarter hours in basic sciences; and
  - 3. Two or more years of experience working in environmental health.
  
- C. **"In-Training" Status:** If you meet condition B of the eligibility requirements, but do not yet have the required work experience, you may apply for an "In-Training" Status registration. You will have three (3) years to acquire the necessary experience to transfer your registration to full-credential status. If you do not acquire the necessary experience in three years, your "In-Training" status will expire. In order to obtain the credential you will need to once again apply and be found eligible to take the exam.

### **Foreign Applicants**

For foreign applicants or those that have attended and received a university degree outside of the United States, a third party review of your transcript is necessary to determine equivalency to schools within the United States. The report given by the third party will need to accompany your NEHA *Application for Professional Credential*.

You may contact a service such as the International Education Research Foundation [www.ierf.org](http://www.ierf.org) to conduct the third party equivalency review.

### **Transcript Review**

U.S. Candidates can request NEHA to review their transcripts for eligibility separate of the application procedure. The fee for this service is \$35.00.

## Completing the Application

Applications must be completed and returned to NEHA for review at least 4 weeks prior to the exam date. If an application is received less than 4 weeks prior to when an examination is being given an additional late fee or expedite fee of \$45.00 will apply.

A complete application should include:

1. Completed *NEHA Application for Professional Credentials*.
2. Official College Transcripts. To be considered an official transcript it should be received at the NEHA office in the sealed envelope from the College Registrar's Office/Transcript Office. It can be sent directly from the school to NEHA or submitted with the application in the sealed envelope.
3. Work Experience Verification Form signed by a third party.
4. Appropriate fees.
5. Third party review (applicable for foreign candidates).

## Exam Fees

All fees should accompany the *NEHA Application for Professional Credentials*.

	Member Rate*	Non-Member Rate
Application fees:	\$55.00	\$85.00
Examination fees:	\$135.00	\$235.00
LaserGrade fee (if applicable):	\$80.00	\$80.00

## Exam Scheduling and Locations

Candidates can choose to schedule the REHS/RS examination in several different ways:

1. The REHS/RS exam is offered annually at the NEHA Annual Education Conference in June.
2. State Affiliate and Regional Meetings periodically offer the REHS/RS exam at their meetings/conferences. An up to date listing of these meeting/conference offerings can be found at the NEHA website <http://www.neha.org/credential/index.shtml>.
3. Candidates can choose to take the exam on computer through *LaserGrade Testing Centers*. By choosing this option candidates can schedule the examination at their convenience at one of *LaserGrade's* 1,000 testing locations nationwide. To find a *LaserGrade* testing center near you please visit <http://www.lasergrade.com/locate.shtml>. Taking the exam at *LaserGrade* not only offers the candidate flexibility in scheduling the exam, but also allows the candidate to receive his/her unofficial scores immediately following the conclusion of the exam.

4. Special test sites may be arranged through NEHA in cooperation with its test vendor, EHT. In order to accommodate requests for special test sites, arrangements must be made a minimum of 4-6 weeks prior to the requested date. The fee to set up a special test site is \$350.00. For groups of 10 or more REHS/RS and/or CFSP candidates, the special test site fee is waived. Please complete the Special Test Site Request form (Appendix A) and return it to NEHA with your application.
5. Military base testing is offered to those currently in the US Military. Arrangements may be made to offer the exam at your military base testing center. There is no additional fee for this option.

### **Special Accommodations for Candidates with Disabilities or Impairments**

NEHA is committed to ensuring that no individual is deprived of the opportunity to take a credentialing examination solely by reason of a disability or impairment. All test centers are fully accessible and compliant with the American with Disabilities Act (ADA).

To make a request for special accommodations you must complete the Accommodation Request Form and Documentation of Disability Related Needs Form found in Appendix B at the back of this brochure, including the specific diagnosis of your disability; medical records, or other written proof of the diagnosis by an appropriate licensed professional; and the type of accommodation being requested. Both forms must be returned to NEHA at least 30 days prior to the scheduled test date.

If the forms are not returned to NEHA within 30 days prior to the scheduled test date your request for special accommodations may not be honored.

With respect to all matters related to testing accommodations, NEHA will only communicate with the candidate, professionals knowledgeable about the candidate's disability or impairment, and the candidate's authorized representative (if applicable).

### **Admission to the Exam**

NEHA will send an admission ticket approximately 2 weeks prior to your test date. The admission ticket will detail the exam date and location, reporting time, and starting time. Those that do not appear on the date of the exam at the appropriate time will forfeit all exam fees. Persons arriving after the examination has started may not be admitted.

If you lost your admission ticket or have not received an admission ticket at least 2 days prior to the test date, please contact NEHA immediately.

Only approved candidates will be admitted to the exam. No walk-in applicants will be admitted.

On test day please bring with you your admission ticket, photo identification (i.e. driver's license or passport), and sharpened #2 pencils.

**FOR LASERGRADE CANDIDATES:** NEHA will send you a testing voucher when your application is processed as approved. The voucher will have your authorization code and the LaserGrade 800# to contact to schedule a testing time.

On test day please bring your voucher and photo identification (i.e. driver's license or passport).

### **Scores**

The passing score for the NEHA REHS/RS exam is 68%. Your score will be based on the number of questions answered correctly. If you are unsure of the answer it is better to guess. You will not be given credit for any question left blank.

Your exam results will be mailed to you from the NEHA office 4-6 weeks after the administration. To insure confidentiality, exam scores will not be released over the phone, via fax or email.

### **Reciprocity**

In some cases, if you hold a state REHS/RS credential, you may be eligible to receive NEHA's REHS/RS credential without re-examination (reciprocity). In order to be eligible for reciprocity you must:

1. Have a valid, current state registration; and
2. Have a Bachelor's degree with 30 semester/45 quarter hours in basic sciences; and
3. Have either a score of 68% or better on the NEHA exam *or* a score of 70% or better on the Professional Examination Service (PES) exam provided it was taken before December 31, 1997 (PES exams taken after this date are not eligible to receive national REHS/RS reciprocity through NEHA).

For more information on qualifying for National REHS/RS Reciprocity please contact the NEHA Credentialing Department at (303) 756-9090 ext. 337 or ext. 339, or email [credentialing@neha.org](mailto:credentialing@neha.org).

### **Credential Maintenance**

Once you have obtained the REHS/RS credential you must maintain it. To keep your credential in good standing you must:

1. Earn a minimum of 24 hours of continuing education every two years; and
2. Submit renewal fees for your credential every two years (\$125.00 members; \$215.00 non-members).

### **NEHA's Credentialing Handbook**

It is strongly recommended that you read NEHA's Credentialing Handbook: *Guide to Policies and Procedures for NEHA's Credentialing Programs*. This handbook which can be downloaded from the NEHA website at [www.neha.org](http://www.neha.org), outlines all the policies you are expected to follow by being a NEHA credential holder. The handbook also outlines in

further detail the procedures for applying for a credential, submitting continuing education, and maintaining your credential.

If you would like to request a hardcopy of NEHA’s Credentialing Handbook, please contact the Credentialing Department at (303) 756-9090 ext. 337 or ext. 339, or email [credentialing@neha.org](mailto:credentialing@neha.org).

**Exam Description and Content Outline**

The REHS/RS examination consists of a total of 250 multiple-choice questions. The exam is split into two parts of 125 questions each. Candidates are given a total of four (4) hours to complete the entire exam or two (2) hours for each part with a short 15-minute break in between.

Below is an outline of the fifteen (15) different content areas the examination covers and the percentages allotted to each of those areas. Please use this outline as a guide when preparing for the examination.

<b>Task/ Knowledge Statement</b>	<b>% of Exam (# of Questions)</b>
<b>I. GENERAL ENVIRONMENTAL HEALTH</b>	<b>14% (35 questions)</b>
A. Conduct Environmental Health Investigations, Inspections, and Audits	
B. Conduct Epidemiological Investigations	
C. Collect Samples and Specimens for Lab Analysis	
D. Perform Routine Field Tests and Measurements	
E. Plan Land Use	
F. Review Construction Plans	
G. Environmental Microbiology	
H. Contamination Control	
<b>II. FOOD PROTECTION</b>	<b>14% (35 questions)</b>
A. Inspection and Investigation of Food Establishments	
B. Food Safety, Protection, Quality and Storage	
C. Temporary Events with Food Service	
D. Transportation of Food	
<b>III. WASTEWATER</b>	<b>8% (20 questions)</b>
A. Conduct Investigations of Wastewater Management Systems	
<b>IV. SOLID AND HAZARDOUS WASTE</b>	<b>4% (10 questions)</b>
A. Knowledge of Waste Management Systems	
B. Conduct Waste Management Investigations	
C. Public Education	
<b>V. POTABLE WATER</b>	<b>8% (20 questions)</b>
A. Conduct Sanitary Surveys of Potential or Existing Water Systems and Watersheds	
<b>VI. INSTITUTIONS AND LICENSED ESTABLISHMENTS</b>	<b>12% (30 questions)</b>
A. Understand the Health Hazards and Sanitation Problems of Institutions	
B. Conduct Epidemiological Investigations of Institutions	
C. Conduct Investigations of Facilities, Institutions and Licensed Establishments	

<b>VII. VECTORS, PESTS AND POISONOUS PLANTS</b>	<b>6% (15 questions)</b>
A. Develop Controls for Vectors, Pests, and Poisonous Plants	
<b>VIII. SWIMMING POOLS AND RECREATIONAL FACILITIES</b>	<b>8% (20 questions)</b>
A. Inspect Swimming Pools, Hot Tubs, and Spas	
B. Inspect Natural Recreation Areas and Facilities	
C. Amusement Parks and Temporary Mass Gatherings	
<b>IX. STATUTES, REGULATIONS, AND STANDARDS</b>	<b>6% (15 questions)</b>
A. Knowledge of Source and Nature of Legal Authority	
B. Knowledge of Law Concerning Inspections (search warrants, right of entry, seizures, etc.)	
C. Knowledge of Lawfulness of Agency Administrative Actions	
D. Evaluate Compliance with Appropriate Federal Laws	
E. Knowledge of Standards (ISO, UL, NSF, etc.)	
<b>X. HOUSING</b>	<b>6% (15 questions)</b>
A. Conduct Investigations of Public and Private Housing	
B. Conduct Investigations of Mobile Home and Recreational Vehicle Parks	
<b>XI. HAZARDOUS MATERIALS</b>	<b>2% (5 questions)</b>
A. Conduct Investigations of Hazardous Materials	
<b>XII. RADIATION PROTECTION</b>	<b>2% (5 questions)</b>
A. Conduct Investigations of Radiation Hazards	
<b>XIII. OCCUPATIONAL SAFETY AND HEALTH</b>	<b>2% (5 questions)</b>
A. Conduct Investigations of Work Sites	
<b>XIV. AIR QUALITY AND NOISE</b>	<b>2% (5 questions)</b>
A. Assess Ambient Air Quality	
B. Survey Noise Control	
<b>XV. DISASTER SANITATION AND EMERGENCY PLANNING</b>	<b>6% (15 questions)</b>
A. Prepare in Advance for Disasters	
B. Assist with Management of Disaster Situations	
C. Assist with Post-Disaster Management	
<b>TOTAL</b>	<b>100% (250 questions)</b>

### **Recommended Study References**

Below is a list of study references that are recommended to assist the candidate in preparing for the REHS/RS examination. All references are available for purchase through the NEHA online [Bookstore](#) at:

<https://www.neha-ecommerce.org/imispublic/Core/Orders/category.aspx?catid=63>

1. *REHS/RS Study Guide (Third Edition)*, 2006, NEHA, catalog #517
2. *Handbook of Environmental Health, Volumes 1 and 2 (Fourth Edition)*, 2003, H. Koren and M. Bisesi, catalog #215
3. *Control of Communicable Diseases Manual (Nineteenth Edition)*, 2009, D. L. Heymann (Editor), APHA, catalog #573
4. *Environmental Health (Third Edition)*, 2003, M. T. Morgan, catalog #545
5. *Environmental Law Handbook (Twentieth Edition)*, 2009, Government Institutes, catalog #615
6. *Essential Epidemiology: Principles and Applications*, 2002, W. Oleckno, catalog #1052
7. *Pool & Spa Operator™ Handbook*, 2009, National Swimming Pool Foundation, catalog #1014
8. *Preparing for Biological Terrorism: An Emergency Services Guide*, 2002, G. Buck, catalog #1050
9. *Principles of Food Sanitation (Fifth Edition)*, 2006, N.G. Marriott and R.B. Gravani, catalog #126
10. *SuperSafeMark Guide to Food Safety*, 2008, D. McSwane, R. Linton, and N. Rue, catalog #820
11. *The Public Health Law Manual (Third Edition)*, 2005, F. Grad, APHA, catalog #565
12. *2005 Model Food Code*, U.S. FDA

**Appendix A.**

**Special Test Site Request Form**

**Name of Person Requesting Site:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Employer:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Requested Test Date:** \_\_\_\_\_

**Requested Location:** \_\_\_\_\_

**\*Number of Expected REHS/RS Candidates:** \_\_\_\_\_

**\*Number of Expected CFSP Candidates:** \_\_\_\_\_

\*If available please attach a list of candidate names and which exam they are taking to this application.

## Acknowledgement Statement

I, \_\_\_\_\_, acknowledge that this request to the National Environmental Health Association (NEHA) for a special test site is only a request and not a binding agreement to provide such a test site. I also acknowledge that if there are fewer than 10 candidates testing for either the REHS/RS and CFSP or any combination of the two, a fee of \$350.00 will be incurred and must be paid in full prior to the setting up of the test site.

My signature below attests to my understanding and abiding to the above statement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Proctor Information:

Proctor Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address (can not ship to P.O. Box address, APO, FPO):

Street: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Appendix B.**

**Accommodation Request Form**

The information requested below and any documentation regarding your disability and your need for accommodations in testing will be considered strictly confidential and will not be shared with any outside source without your express written permission.

Name\_\_\_\_\_

Address\_\_\_\_\_

Phone\_\_\_\_\_

Accommodations requested for the Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS) Examination

Exam Site\_\_\_\_\_ Date\_\_\_\_\_

Please check all that apply:

- Accessible Testing Site     Large Print     Tape
- Reader
  - for visual impairment     for learning disability
- Scribe
  - for visual impairment     for learning disability
- Sign Language Interpreter
- Extended time (please specify)
  - Time and a half (6 hrs)     Double time (8 hrs)     Other (specify \_\_\_\_hrs \_\_\_\_ min)
- Separate testing area
- Use of computer or other adaptive equipment (specify)

\_\_\_\_\_  
 Other Accommodations (specify)

I understand that I must forward all required paperwork with this document at least 30 days prior to my test date in order for it to be processed.

Signature\_\_\_\_\_ Date\_\_\_\_\_

## Documentation of Disability Related Needs

If you have a learning disability, psychological disability, or other disability that requires an accommodation in testing, please have this form completed by an appropriate licensed professional (psychologist, physician, or surgeon) to certify that your disabling condition requires the requested test accommodation.

If you have existing documentation of having the same or similar accommodations provided to you in another test administration, you may submit such documentation in lieu of this form.

I have known \_\_\_\_\_ since \_\_\_\_\_  
(applicant) (date)

in my capacity as \_\_\_\_\_  
(professional title)

The applicant has discussed with me the nature of the test to be administered. It is my opinion that because of the applicant's disability, he or she should be accommodated by providing the following:

Please check all that apply:

- Accessible Testing Site     Large Print     Tape
- Reader
  - for visual impairment     for learning disability
- Scribe
  - for visual impairment     for learning disability
- Sign Language Interpreter
- Extended time (please specify)
  - Time and a half (6 hrs)     Double time (8 hrs)     Other (specify \_\_\_\_hrs \_\_\_\_ min)
- Separate testing area
- Use of computer or other adaptive equipment (specify)

\_\_\_\_\_  
 Other Accommodations (specify)  
\_\_\_\_\_

Name (Printed) \_\_\_\_\_ Signature \_\_\_\_\_

Title \_\_\_\_\_ License # \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Date \_\_\_\_\_