



# Frequently Asked Questions RFMP Designation

---

## ***Who is the exam designed for?***

All exam questions are designed to require a minimum of 3 years working experience in the retail facility maintenance industry. The exam questions were developed by industry experts as a competency standard for individuals working in retail facility maintenance.

## ***Who is considered a qualified candidate?***

Qualifying candidates have at least 3 years of retail facility maintenance experience. The designation is open to retailers and vendors.

## ***Why develop a certification program?***

Until now, there were no certification programs dedicated to those working in the retail facilities management and maintenance industry. The primary goals of our certification program are:

- Promote ***uniform standards of excellence*** within the retail industry
- Help companies ***identify and recognize competent*** retail facility maintenance professionals
- ***Promote*** the retail facilities maintenance profession

## ***Why earn the RFMP designation?***

Like all professional designations, this certification program is designed to differentiate those who successfully pass the exam as having achieved a significant level of competence.

## ***Can I take the exam online?***

No. Testing is only available at qualified testing facilities with on-site proctors. However, registration, selection of a conveniently located testing center and appointment scheduling are done online, in a few simple steps.

## ***How much does this cost?***

The RFMP exam cost is \$395 for PRSM members and \$790 for non-members.

## ***Where can I view a list of testing centers?***

During the registration process, a list of centers in your area will be displayed.



# Frequently Asked Questions RFMP Designation

---

## ***Are my results confidential?***

Absolutely! We do not send your results to anyone except you, and the system uses the email address you entered at registration. Your score is calculated and available to you immediately upon completion of the exam. In addition, you can view your scores in Webassessor, by logging in with the username and password you created when setting up your account.

## ***How do I get started?***

Visit [www.prsm.com](http://www.prsm.com) today and follow the instructions to register and schedule your exam.

## ***What if I don't pass the exam?***

Anyone who does not pass the exam may retake it, but they must wait at least ninety (90) days following the last exam date. Additionally, exam retakes cannot occur more than once within any 12-month period.

### **Example:**

Original Exam Date:	April 1, 2007
Period Ineligible to Retake Exam:	April 1, 2007 – June 30, 2007
First Date Eligible to Retake Exam:	July 1, 2007
Period Ineligible for 2nd Retake of Exam:	One year from exam retake date

The cost to retake the exam is \$125 for PRSM members and \$175 for non-PRSM members.

## ***Are there continuing education requirements to maintain the designation?***

Yes. Recipients must complete 18 units of continuing education over each 36 month period. As a general rule, any courses accepted as CEU by BOMI or IFMA are also accepted by PRSM. Additionally, specific sessions will be designated at PRSM conferences for continuing education credit. For more specifics on this topic, please visit [www.prsm.com](http://www.prsm.com) and click on the Certification webpage.

## ***What if I have more questions?***

Call or email the PRSM office! We'd be happy to help you! Our contact information is:

**PHONE: 972-231-9810**  
**EMAIL: [RFMPdesignation@prsm.com](mailto:RFMPdesignation@prsm.com)**