



Advanced Palliative & Hospice Social Work Certification

APHSW-C Application Process for SWHPN Members

Each social worker who would like to apply for the APHSW-C certification will need to apply individually through the APHSW-C website: www.aphsw-c.org

There are two testing periods per calendar year during which you can apply and sit for the exam.

Before you get started with your application, please have the eligibility information ready, as well as payment information.

Application Process

1. To Apply: Go to the APHSW-C.org website
2. Click on [“Apply Now”](#). This will take you directly to the PSI website. PSI is the testing company that manages the exam. They will process your eligibility information and schedule your exam.
3. Complete the questions for the APHSW-C Exam to qualify to sit for the exam.

Step 4:

The screenshot shows a web form titled 'Membership - Step 4 of 10 - TEST Database' on the PSI Testing Excellence website. The page includes a welcome message for user 'Aphswtest101' with links for 'My Home' and 'Log Out'. A note states that users must be members of a participating organization. The form asks to 'Please indicate your membership status:' with radio buttons for 'Member' (selected) and 'Nonmember'. Below the 'Member' option is a text input field labeled 'Number:' containing the value '2979'. A blue arrow points from a callout box to this field. The callout box contains the text: 'This is where you will enter your SWHPN member number.' At the bottom of the form are buttons for 'Previous', 'Cancel', and 'Next'.

4. When you are asked to enter your membership number, **you will enter your SWHPN member number, which you can obtain by [visiting your profile at SWHPN](#)**. This will apply the discounted fee to your application.
5. Once you are accepted to sit for the exam, you will be able to schedule taking the test during the 30 day window of time, at a location and time that is available.



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If you have any difficulty with the application, you will be directed to contact PSI directly via phone or email. 855-579-4641, aphsw.support@psionline.com . If you have trouble reaching PSI, please contact the APHSW program, info@aphswc.org

You can download the APHSW-C Candidate Handbook from our website www.aphsw-c.org. The handbook has information about the outline of the test, policies and procedures. It is highly recommended that you read the Handbook to help you prepare.

If you have any questions about the application, please don't hesitate to reach out to us at APHSW-C at info@aphsw-c.org.

Vickie Leff, LCSW, APHSW-C

Executive Director, Advanced Palliative & Hospice Social Work Certification program