

**RESP-FIT**  
RESPIRATOR FIT TESTING  
TRAINING & ACCREDITATION

# Re-Accreditation Process

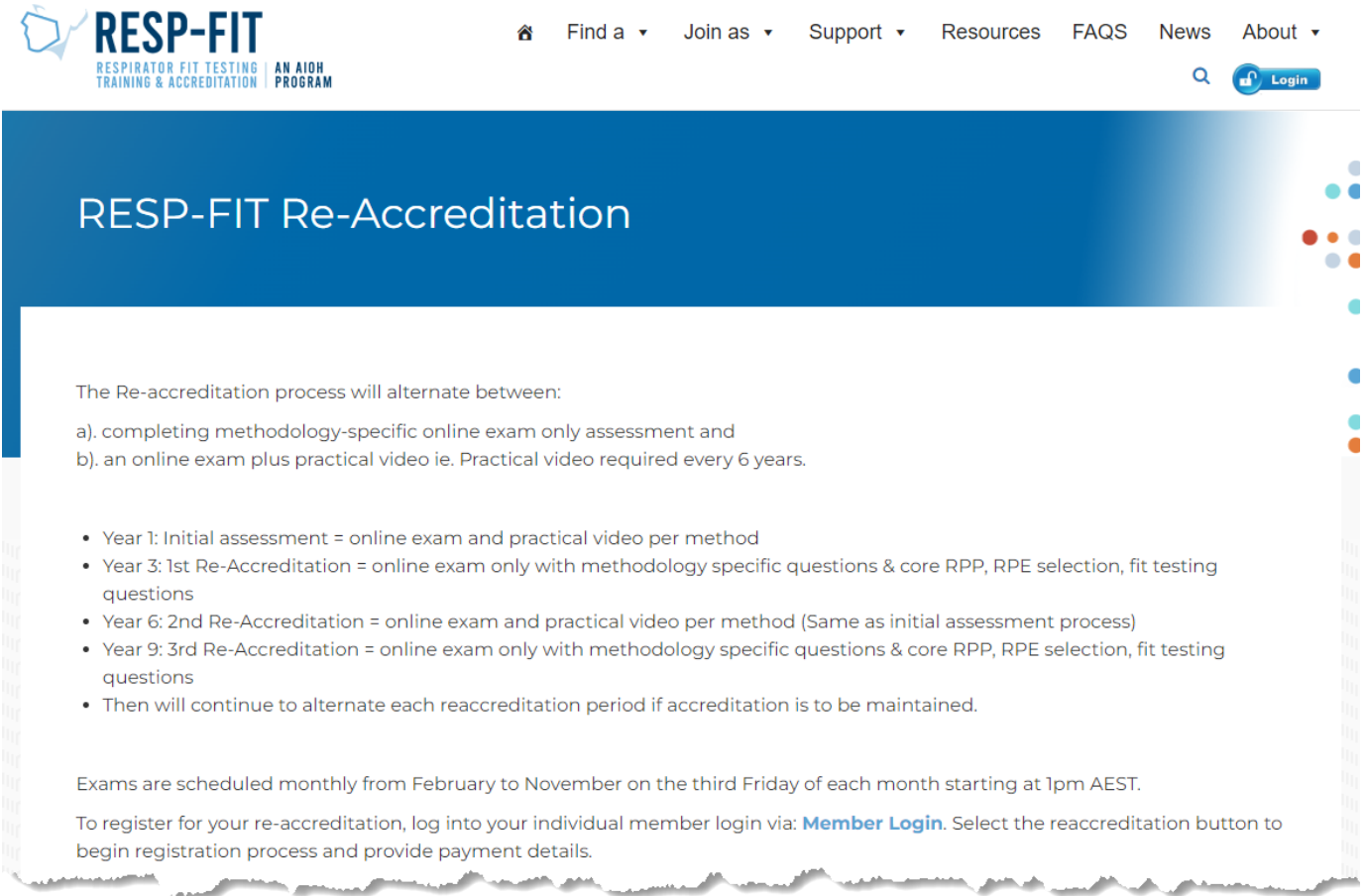
Guide to Re-Accreditation registration via RESP-FIT website

v1

# Re-Accreditation Information

- Visit the Re-Accreditation page for further information

<https://respfite.org.au/reaccreditation/>



**RESP-FIT**  
RESPIRATOR FIT TESTING | AN AIOH PROGRAM  
TRAINING & ACCREDITATION

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## RESP-FIT Re-Accreditation

The Re-accreditation process will alternate between:

- a). completing methodology-specific online exam only assessment and
- b). an online exam plus practical video ie. Practical video required every 6 years.


- Year 1: Initial assessment = online exam and practical video per method
- Year 3: 1st Re-Accreditation = online exam only with methodology specific questions & core RPP, RPE selection, fit testing questions
- Year 6: 2nd Re-Accreditation = online exam and practical video per method (Same as initial assessment process)
- Year 9: 3rd Re-Accreditation = online exam only with methodology specific questions & core RPP, RPE selection, fit testing questions
- Then will continue to alternate each reaccreditation period if accreditation is to be maintained.

Exams are scheduled monthly from February to November on the third Friday of each month starting at 1pm AEST.

To register for your re-accreditation, log into your individual member login via: [Member Login](#). Select the reaccreditation button to begin registration process and provide payment details.

# Re-Accreditation Reminder

- 6 months and 3 months prior to your accreditation, you will be emailed a reminder your accreditation expiry is upcoming.
- You will be emailed if your accreditation expires. If your accreditation period has expired greater than 3 months and your re-accreditation cycle requires an online exam only you will then be required to complete the exam and video re-assessment.
- To register for re-accreditation, log into your individual member login via [Member Login](#).



The image shows a graphic for an email reminder. At the top left is a decorative pattern of colorful dots. At the top right is the RESP-FIT logo, which includes a map of Australia and the text 'RESP-FIT RESPIRATOR FIT TESTING TRAINING & ACCREDITATION'. Below this is the heading 'REMINDER: RESP-FIT® Re-Accreditation'. The main body of the email is addressed to 'Dear [redacted]' and states that the recipient's accreditation is due to expire soon. It then details the re-accreditation process, which alternates between two options: (a) completing a methodology-specific online exam only, and (b) completing an online exam plus a practical video. A list of requirements is provided for Year 1, Year 3, and Year 6. The email concludes with a link to [resffit.org.au/reaccreditation](http://resffit.org.au/reaccreditation) for further information.

**REMINDER: RESP-FIT® Re-Accreditation**

Dear [redacted]

Your RESP-FIT accreditation for the following methodologies is due to expire soon.

The Re-accreditation process will alternate between:

- a). completing methodology-specific online exam only assessment and
- b). an online exam plus practical video ie Practical video required every 6 years.

- o Year 1: Initial assessment = online exam and practical video per method
- o Year 3: 1st Re-Accreditation = online exam only with methodology specific questions & core RPP, RPE selection, fit testing questions
- o Year 6: 2nd Re-Accreditation = online exam and practical video per method (Same as initial assessment process)
- o Year 9: 3rd Re-Accreditation = online exam only with methodology specific questions & core RPP, RPE selection, fit testing questions
- o Then will continue to alternate each reaccreditation period if accreditation is to be maintained.

For further information on the re-accreditation process please visit:  
[resffit.org.au/reaccreditation](http://resffit.org.au/reaccreditation)



# Re-Accreditation Costs

Member & Methods	Online only (Year 3: 1st re-accreditation) ex GST	Exam & Video (Year 6: 2nd re-accreditation) ex GST
AIOH Member + 1 method	\$300	\$450
AIOH Member + 2 methods	\$300	\$550
AIOH Member + 3 Methods	\$300	\$650
Non-Member + 1 method	\$400	\$650
Non-Member + 2 methods	\$400	\$750
Non-Member + 3 methods	\$400	\$850

1 method = 60 minutes for 60 Questions  
 2 methods = 90 minutes for 90 questions  
 3 methods = 120 minutes for 120 questions

A result of 80% is required to pass and maintain accreditation

An exam reattempt is \$200 ex GST per online exam reattempt



Visit respfit.org.au to login

The screenshot shows the homepage of the RESP-FIT website. At the top left is the RESP-FIT logo with the text 'RESPIRATOR FIT TESTING TRAINING & ACCREDITATION | AN AIOH PROGRAM'. To the right is a navigation menu with links for 'Find a', 'Join as', 'Support', 'Resources', 'FAQS', 'News', and 'About'. A 'Login' button is located in the top right corner, highlighted by a red arrow. The main content area features a large graphic of colored dots on the left, the RESP-FIT logo in the center, and the AIOH 40th anniversary logo at the bottom. The AIOH logo includes the text 'AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS' and 'CELEBRATING 40 YEARS OF PROTECTING AUSTRALIAN WORKER'S HEALTH'.

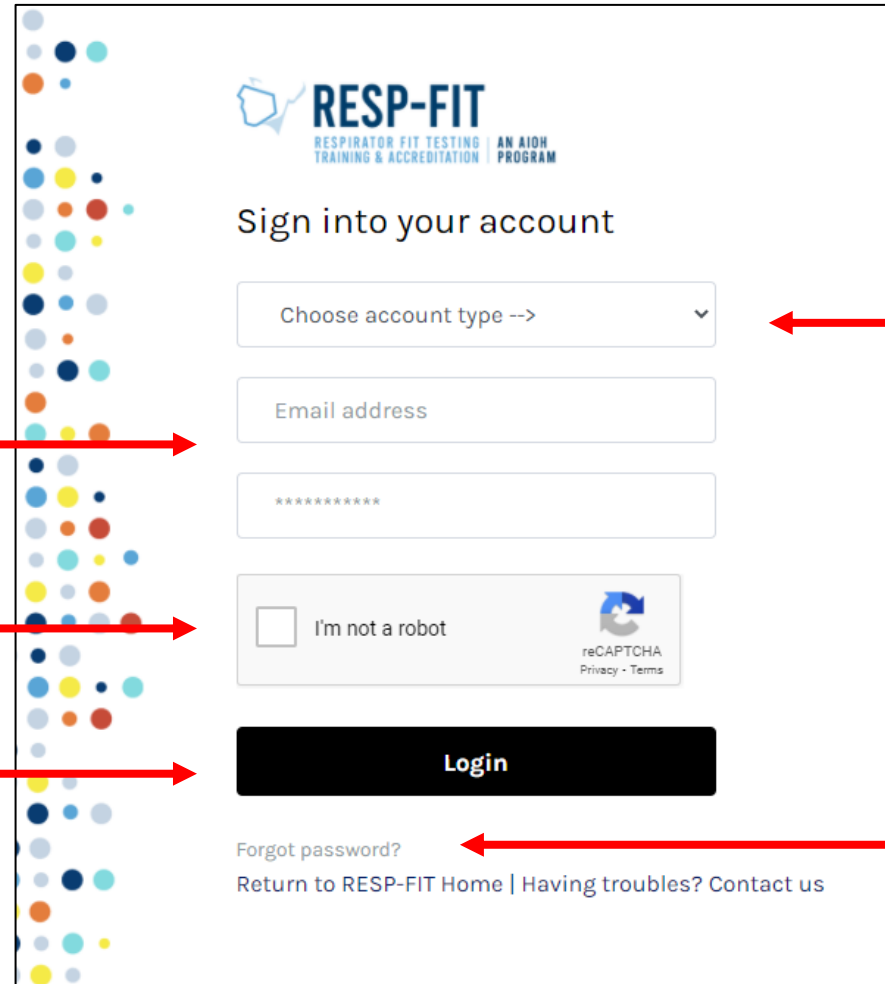


# Logging In

2. Enter your email address and password

3. Select "I'm not a robot" unless you are a robot

4. Login



The screenshot shows the RESP-FIT login interface. At the top left is a decorative graphic of colored dots. The RESP-FIT logo is at the top center, with the text 'RESPIRATOR FIT TESTING | AN AIOH TRAINING & ACCREDITATION PROGRAM'. Below the logo is the heading 'Sign into your account'. The form includes a dropdown menu for 'Choose account type -->', an 'Email address' input field, a password input field with masked characters, a checkbox for 'I'm not a robot' with a reCAPTCHA icon, and a black 'Login' button. At the bottom, there are links for 'Forgot password?', 'Return to RESP-FIT Home', and 'Having troubles? Contact us'.

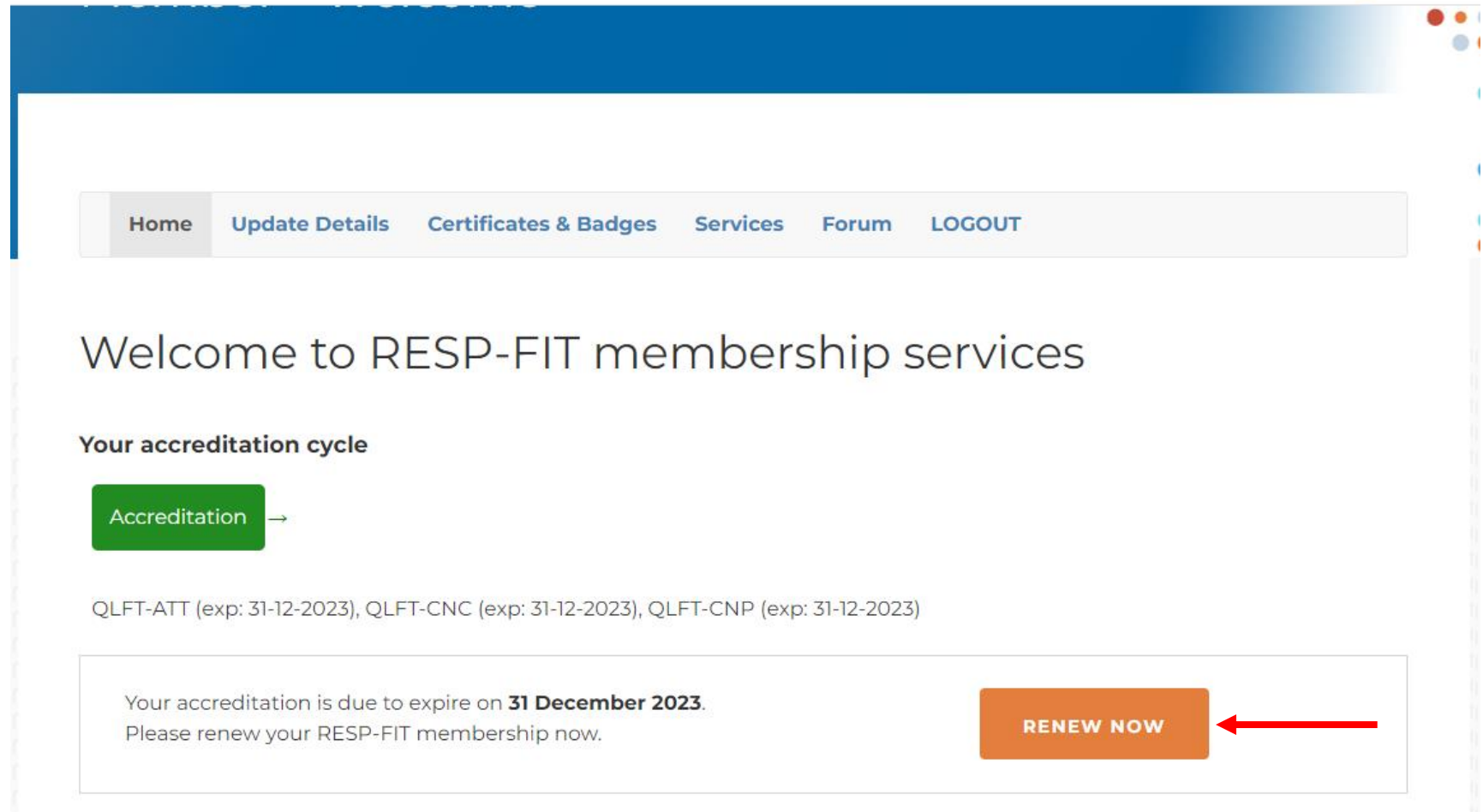
1. There are 2 types of account types, Individual and Organisation

- Individuals are Accredited fit testers and Approved trainers
- Organisations are Approved training providers, Fit Tester service Providers, Partners and Supporters

When logging in for the first time or you have forgotten your password, click on "Forgot password"



- Click “Renew Now” to begin the registration process and provide payment details



The screenshot shows the RESP-FIT membership services page. At the top, there is a navigation bar with links for Home, Update Details, Certificates & Badges, Services, Forum, and LOGOUT. Below the navigation bar, the main heading reads "Welcome to RESP-FIT membership services". Underneath, there is a section titled "Your accreditation cycle" with a green button labeled "Accreditation" and a right-pointing arrow. Below this, the text lists accreditation types and their expiration dates: "QLFT-ATT (exp: 31-12-2023), QLFT-CNC (exp: 31-12-2023), QLFT-CNP (exp: 31-12-2023)". A prominent orange box contains the message: "Your accreditation is due to expire on **31 December 2023**. Please renew your RESP-FIT membership now." To the right of this message is an orange button labeled "RENEW NOW", which is pointed to by a red arrow.





- Confirm details and select exam date

### YOUR RE-ACCREDITATION CYCLE:

Online exam only with methodology specific questions & core RPP, RPE selection, fit testing questions.

#### Name

Mark

First Name

Reggers

Last Name

#### Email Address \*

mreggers@mmm.com

#### Company Name (if needed on tax invoice)

0 of 50 max characters

#### Please select your exam date \*

- Friday 16th February 2024
- Friday 15th March 2024
- Friday 19th April 2024
- Friday 17th May 2024
- Friday 21st June 2024
- Friday 19th July 2024
- Friday 16th August 2024
- Friday 20th September 2024





- Select methods you wish to seek re-accreditation in from your original methods accredited in
- Select Fee Type: AIOH member or non-AIOH member
- Select Payment Preference then submit

**Methodologies for re-accreditation \***

- Qualitative (QLFT) – Aerosol Taste Test (ATT)
- Quantitative (QNFT) – Ambient aerosol condensation nuclei-counting (CNC) ←
- Quantitative (QNFT) – Controlled Negative Pressure (CNP)

You can not add methodologies but you can remove them if you have more than one accredited methodology.

**Select Fee Type \***

Current AIOH Member ↓ ←

GST

**\$ 30.00**

TOTAL DUE

**\$ 330.00**

**Payment details**

- Please select the payment method.
- A tax invoice/receipt will be sent by email. Please note that invoices cannot be in a company name, only an individual's name.

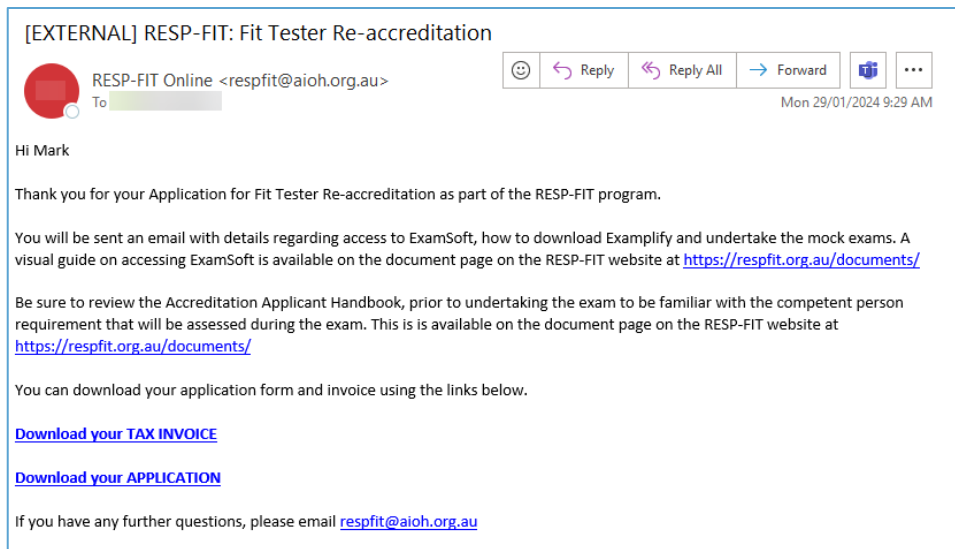
**Payment Preference \***

- Credit Card ←
- Invoice (payment by EFT only)

Submit

- Upon successful submission of your re-accreditation registration, you will see the following page confirming your submission and you can download a copy of your application and tax invoice

- You will also be sent an email confirming your successful registration.



## Welcome to RESP-FIT membership services

Your Application for Fit Tester Accreditation has been submitted!

You will be sent an email with details regarding access to ExamSoft, how to download Exemplify and undertake the mock exams. A visual guide on accessing ExamSoft is available on the document page on the [RESP-FIT website](#).

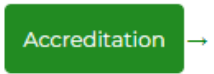
Be sure to review the Accreditation Applicant Handbook, prior to undertaking the exam to be familiar with the competent person requirement that will be assessed during the exam. This is available on the document page on the [RESP-FIT website](#).

You can download your application form and invoice using the links below.

[YOUR APPLICATION](#) [YOUR TAX INVOICE](#)



### Your accreditation cycle

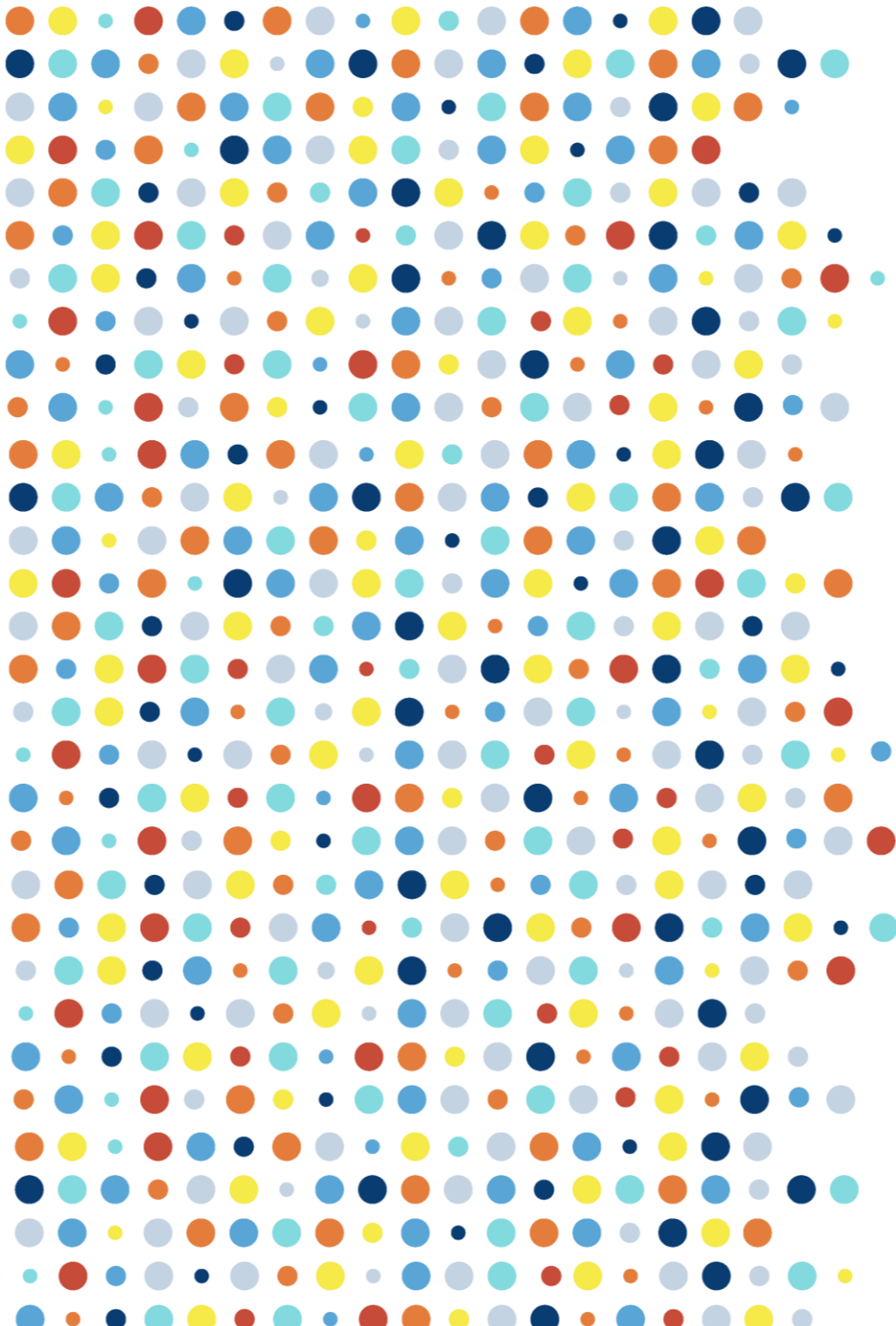


QLFT-ATT (exp: 31-12-2023), QLFT-CNC (exp: 31-12-2023), QLFT-CNP (exp: 31-12-2023)

Your accreditation is due to expire on **31 December 2023**. Please renew your RESP-FIT membership now.

[RENEW NOW](#)





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**FIT TEST TO  
FIT RIGHT**

Thank you

For more information visit [www.respfit.org.au](http://www.respfit.org.au)

or email [respfit@aioh.org.au](mailto:respfit@aioh.org.au)

 **AIOH** AUSTRALIAN<sup>®</sup>  
INSTITUTE OF  
OCCUPATIONAL  
HYGIENISTS **40** YEARS  
CELEBRATING OVER 40 YEARS OF PROTECTING AUSTRALIAN WORKER'S HEALTH