

SCDM **CCDS**



CCDS

Certification Handbook

[visit the website](#)

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Thank you for your interest in the Society for Clinical Data Management's (SCDM) Certified Clinical Data Scientist (CCDS) examination and for choosing SCDM as your certifying organization.

The Society for Clinical Data Management (SCDM) stands as the foremost authority in Clinical Data Management and is leading the industry-wide transition to Clinical Data Science.

SCDM was founded in 1994 as a non-profit organization. With over 3,000 members from around the globe, we work together to advance Clinical Data Management. Through education, certification, and our influence, we play a crucial role in the advancement of clinical research and the development of safe and effective medical treatments for a healthier world.



1. INTRODUCTION

SCDM Core Values



Knowledge and Experience of our Members

The intellectual capital and collective experience of our members are our greatest assets. SCDM relies on and embraces the participation and contributions of our members and volunteers.



Scholarship

SCDM encourages and promotes rigor and discipline in the research of topics affecting our industry. Our positions, publications, and programs are the result of scholarly investigation.



Quality and Continuous Improvement

SCDM is committed to the development and enhancement of products, services, and relationships of the highest quality.



Open Communication

SCDM encourages open communication and information sharing. We provide our members with insight into the organization's initiatives and activities.



Integrity

SCDM exemplifies and expects honesty and integrity.

SCDM Certification

Our certification programs ensure clinical data associates, managers and scientists are recognized by their peers and the industry.

The SCDM Certification programs are unique in the industry, designed to allow clinical data managers to gain recognition for their knowledge, education and experience. Alongside the already established CCDM® certification, we launched the CCDA certification in 2024 and now the CCDS program - the final step in becoming a fully certified Clinical Data Scientist.

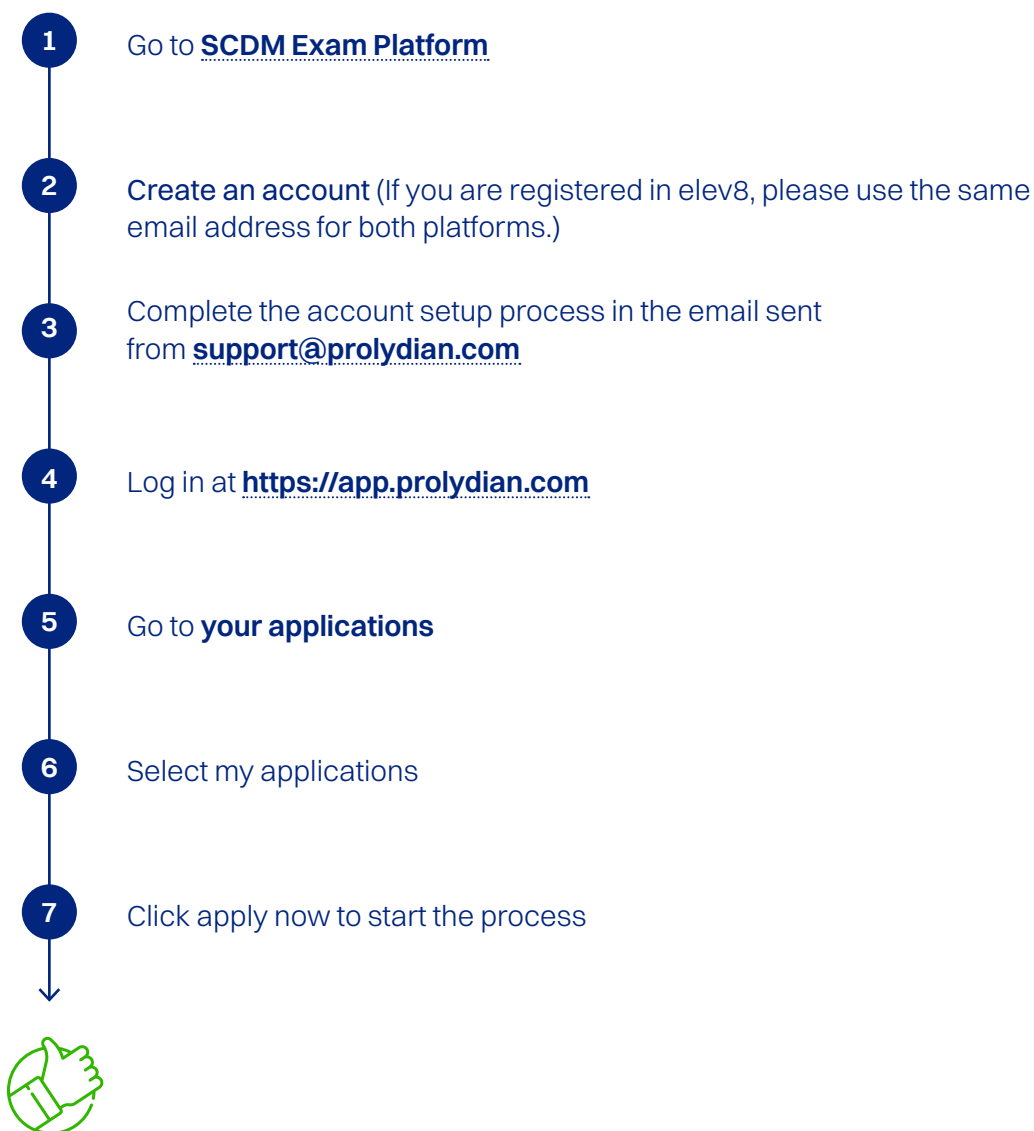
Through a rigorous eligibility assessment and examination process, certified clinical data associates, managers and now scientists too, can demonstrate their knowledge, education and experience in the profession.

2. ABOUT THE CCDS EXAM

The CCDS exam contains 60 multiple choice questions. Candidates are allotted 2 hours to complete the exam. All examinations are administered in English.

The exam and all test-related materials (i) are and will always remain the property of SCDM; (ii) are confidential; and (iii) are not available for review by any person or governmental agency, unless requested by a valid legal request (e.g., subpoena or court order).

Application Process



2. ABOUT THE CCDS EXAM

What are the Costs?

Recognizing the important economic disparities in the global economy, the cost to sit for SCDM CCDS exam is priced based on the three income levels as defined by the World bank. Please visit scdm.org/ccds-certification to know the CCDS exam application price in your region.

Application Approval

Once an application has been processed, approximately 14 business days after it is received by SCDM, the applicant will receive an email of acceptance/denial. The email of acceptance will include instructions on how to access the platform and schedule your exam date. The accepted applicant will have 90 days from the date of the acceptance email to take the exam. It is recommended that an accepted applicant schedule an exam immediately upon receipt of the acceptance email to secure an exam date within the eligibility period. Except as set forth in this Handbook, the eligibility period will not be extended. **The eligibility ID is not transferable.**

Applicants must meet at least one of the eligibility requirements listed below. If an applicant does not meet the requirements, the application will be denied, and the applicant will be refunded their application fee.

Applicants for the Certified Clinical Data Scientist (CCDS) program must meet one of the following criteria:

- > Bachelor's degree or higher and minimum six (6) years full-time CDM experience
- > Associate's degree and minimum nine (9) years full-time
- > CDM experience ten (10) or more years' full-time CDM experience

Scheduling the Exam

Scheduling the exam is done directly from Prolydian account. Log into the system and then go to the «Your exams» area. Click the Schedule button and follow the steps.

Click [here](#) to learn how to schedule your exam.

NOTE:

Candidates can reschedule up to 24 hours before their scheduled appointment time via their Prolydian account.

2. ABOUT THE CCDS EXAM

What to expect when taking the CCDS Exam

There are 2 hours allocated to take the test of 60 multiple choice questions. During the exam, unscheduled breaks are permitted, but the clock will not stop during those breaks.

When you're ready to start your exam, you'll be connected with a Proctor360 proctor, who will verify your identity and check your surroundings. Make sure the room is free of people, pets, and clutter. You'll complete a 360 degree sweep of the room with camera to make sure it's free of anything that might get in the way of your testing experience and then the test will begin. You must stay on screen for the duration of the exam otherwise the proctor may have to pause or stop the session.

The exam will be proctored live by our partner Prolydian, the CCDS exam platform provider in partnership with Proctor360, the online proctoring company.

Before the Exam

> **Preparation:**

To support your CCDS exam preparation, SCDM Provides the following key resources:

- [Good Clinical Data Management Practices \(GCDMP®\)](#)
- [Journal of the Society for Clinical Data Management® \(JSCDM\)](#)
- [The CCDS Study Guide](#)
- [SCDM's elev8](#)

GCDMP® and JSCDM

Good Clinical Data Management Practices (GCDMP®) and Journal of the Society for Clinical Data Management® (JSCDM) are some of the foundational resource that will help you with exam preparation.

The CCDS Study Guide

This study guide is designed specifically for exam candidates. It maps key resources to the CCDS domains and associated task statements, helping you focus your study efforts on the areas most relevant to the exam.

elev8 at SCDM

SCDM's elev8 offers a structured way to to strengthen your preparation and build confidence ahead of your exam. As SCDM's learning experience platform for clinical data management, elev8 is aligned with the CDM Competency Framework, helping you focus on the knowledge and skills that matter most.

Through dedicated certification pathways (CCDA, CCDM®, CCDS), you can follow curated study programs and learning modules designed to support your exam preparation – at your own pace, and in line with real-world CDM practice.

While optional, elev8 is a valuable companion to help you stay on track and feel fully prepared on exam day.

2. ABOUT THE CCDS EXAM

There will also be questions to test the general knowledge needed to be a successful clinical data scientist. These questions are based on foundational knowledge and industryspecific insights gained through education and experience.

The main domains covered in this exam include:

- AI & Cognitive Tech
- Clinical Data & Cross Functional Interactions
- Clinical Trial Operations
- Regulations & Standards
- Risk-Based CDM
- Technology & Data Platforms

> **Registration:**

Prior to beginning your exam, you must complete your Proctor360 profile setup, including the upload of a government issued Photo ID. You **MUST** complete the profile setup and computer requirements check prior to beginning your exam.

- Check your computer readiness by clicking on “computer requirements check” or by clicking on the following [link](#) when you are on the computer you will be testing with. You may test your equipment [here](#).
- Please ensure that the computer you will be using can download Zoom and GoToMeeting. We encourage you to download them on your computer prior to your exam.

> **Technical Requirements:**

- Browser: Google Chrome or Mozilla Firefox with popup blocker disabled. Other browsers are not supported and may not work as expected.
- A working built-in or external webcam and microphone.
- Desktop computer or laptop (Tablets, Chromebook and cell phones do not meet the proctoring requirements). It is strongly encouraged to use a personal device to help limit technical issues that may prevent you from completing the exam successfully.
- MacOS Mojave and above, Windows 11 or higher. Proctor360 does not support Linux or Chrome OS.
- Internet speed must be at least 15 Mbps/s upload, 10 Mbps/s download Web. Hot Spots are not recommended.

If you experience any issues that require technical assistance, please contact Prolydian support at support+scdm@prolydian.com. All other inquiries should be directed to SCDM at info@scdm.org

> **Online Testing Resources:**

We encourage you to review these helpful resources to ensure a successful testing experience:

- > [Online Test Taker FAQ](#)
- > [Online Exam Rules and Requirements](#)
- > [Starting Your Exam on Proctor360](#)
- > [Taking an Exam with Prolydian](#)

2. ABOUT THE CCDS EXAM

After the Exam

All exams are subject to live remote proctoring and exam results become available after proctoring review; this process takes 48 hours. Any exams flagged for review will require manual adjudication to confirm the test results. Common reasons for manual adjudication include poor quality provision of photo ID, poor compliance with remote setup instructions (e.g., scan of room), and prohibited behavior. In these instances, a result will be provided to the applicant as soon as the review is complete.

After the examination, candidates will receive an email indicating the results. Upon passing, a CCDS electronic certificate will be accessible via the Prolydian platform. A CCDS certified individual may refer to the CCDS certification if their certification is active. A CCDS certified individual may use the CCDS designation in block letters after his or her name on business cards, personal letterhead, resumes, websites, and in the person's email signature. The CCDS designation may be used only in accordance with the Terms and Conditions of use in Section 4 of SCDM [Policy & Procedure Manual](#).

SCDM maintains an online list of CCDS certification holders. A certification holder may opt out of inclusion in the registry by contacting info@scdm.org.

Not passing the exam

The applicant may retake the exam one time for a reduced fee within one calendar year of the date of the formal notification letter date of the exam results. After expiration of that period, a full application must be submitted, and the full fee paid. Please refer to fee schedule on <https://scdm.org/get-certified>.

Routine Review of Test Results

SCDM reserves the right to undertake routine reviews of all test results, including using thirdparty forensic analysis. In the event this review raises concerns regarding the validity of any test results, SCDM has the right to invalidate the test results and to provide the candidate with the opportunity to retake the exam, free of charge. In such an event, the candidate may not use the CCDS credential until a passing grade on a subsequent exam is obtained.

CCDS Renewal

Information regarding the validity period and any potential renewal requirements for the Certified Clinical Data Scientist (CCDS) certification is currently under review.

As part of SCDM's commitment to advancing the profession, the certification framework is being assessed to ensure it remains aligned with industry needs and supports continued professional growth in clinical data management. Decisions regarding certification renewal have not been finalized at this time. Additional information will be shared through SCDM's official communications as it becomes available.

3. CONTACTS



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4. CCDS HANDBOOK UPDATES

Date	Notes
21 October 2025	Whole document update
3 September 2026	Whole document update