

How to become an MDDAP Appraiser (ATM/ATL)

1. Meet the Pre-Requisite Experience

[Submit](#) your application with resume. All applications will be reviewed within 4-weeks of receipt.

Requirements for those with CMMI experience:

- **Team Lead:** Led 5+ appraisals in the last 3 years with no significant issues from quality reviews
- **Team Member:** Participated as an ATM on at least 2 appraisals in the last 2 years
- Able to work in the U.S. (citizenship, work visa, green card, etc.)
- Demonstrate strong English skills

Desired Experience for those with CMMI experience:

- Familiarity with SCAMPI C (discovery style) appraisals
- **Team Lead:** Led 10+ appraisals in the last 3 years with no significant issues from quality reviews
- **Team Member:** Participated as an ATM on at least 5 appraisals in the last 2 years

Requirements for those without CMMI experience:

- Obtain a CMMI Practitioner Certification:
 - [Certified CMMI Practitioner](#) – Register for the [Building Organizational Capability Course](#) and pass the Practitioner Exam to achieve this certification.
- Demonstrate strong English skills

Desired Experience for those without CMMI experience:

- Familiarity with CMMI discovery style appraisals
- Experience on 3 CMMI appraisals in the last 24 months
- Understanding of medical device context and environment
- Able to work in the U.S. (citizenship, work visa, green card, etc.)

2. Pass the Interview

ISACA will conduct a 1-hour interview session with the candidate. ISACA will inform the candidate of their status within 2-weeks of conducting your interview.

3. Complete the MDDAP Concepts eLearning Course

- [Register for and complete the course.](#)
- Pass end of course assessment to demonstrate understanding of the material.

4. Sign an Agreement with ISACA

The candidate will be required to sign a Professional Services Agreement and a general MDDAP Statement of Work (SOW) with ISACA. This must be in place before continuing to the next step.

5. Observation as a Team Member

The candidate must be able to apply their knowledge of the nuances in the program on an appraisal. The candidate will thus be observed as an "additional" appraisal team member, responsible for meeting with the appraisal team in advance of the appraisal to

discuss the plan and schedule, leading EXACTLY one interview session for EXACTLY one PA, then drafting the results for the assigned PA, and finally building consensus with the appraisal team around the results. The candidate is expected to participate in team discussions and retrospectives.

This is an unpaid activity for the candidate, however, there is no observation fee and travel expenses will be covered, up to \$2,400 (flights covered separately). The observer will review the results with the candidate before submitting them to ISACA. A successful candidate will become an ISACA MDDAP ATM*.

6. Paid Apprenticeship

Candidates benefit by being matched with an experienced coach in a paid apprenticeship pathway. This pathway is required if the candidate does not have the desired CMMI experience. The candidate would be notified if they must go under this pathway after the interview stage or after the observation stage.

Upon completion of the ATM observation, individuals identified for this pathway would enter into a paid apprenticeship for 2 (two) additional appraisals. After completion of the apprenticeship, ISACA will re-evaluate the candidate to determine the next steps.

As an apprentice, participate as an “additional” appraisal team member to a fully staffed team:

- 2nd Appraisal: Lead interview session for 2-3 Practice Areas
- 3rd Appraisal: Lead interview session for 3-5 Practice Areas

Apprentices are paid at a rate of \$300 a day for appraisal activities. Travel expenses will be covered as they were in the observation. The apprentice will see the coaching plan and results prior to the submission to ISACA.

If the apprentice still requires significant coaching after completing the paid apprenticeship, they will have 2 (two) options.

- Enter an extended unpaid apprenticeship with expenses that must be paid to ISACA
- Withdraw from the MDDAP pathway

7. Observation as a Team Lead

The candidate will be required to participate as a regular MDDAP appraisal team member at least one time before completing their observation as an appraisal team lead, responsible for all the activities of the MDDAP ATL role, including all pre-appraisal and post-appraisal activities.

8. Become Certified!

A successful candidate will become an ISACA MDDAP ATM or ATL*, eligible to join and/or lead MDDAP Appraisals on behalf of ISACA.

*This individual must continue to meet ongoing program expectations to maintain their role.

***The MDDAP Learning Pathway is currently under revision and subject to change.
Please reach out to ISACA if you have any questions.***