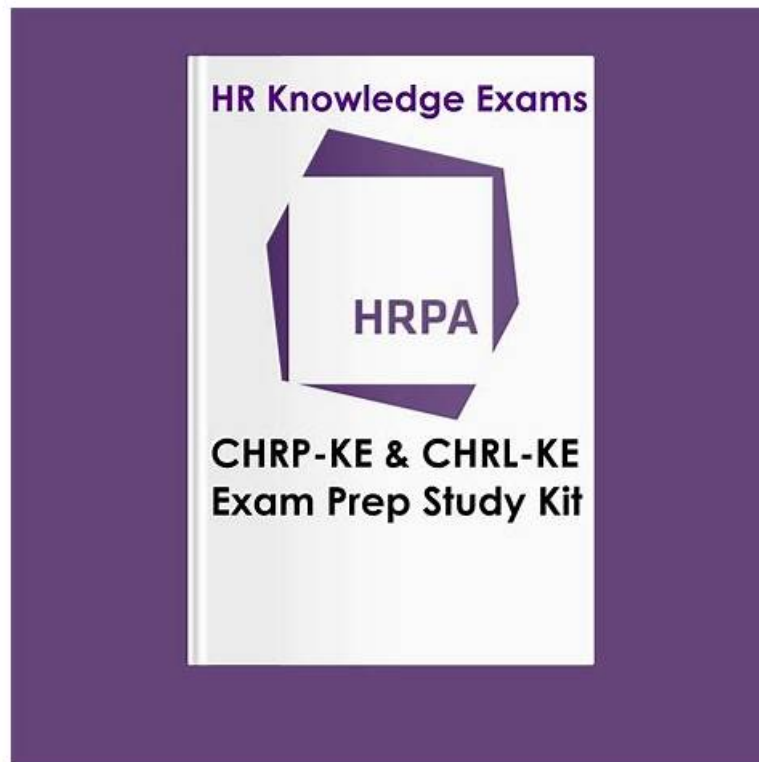


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HRPA CHRP-KE Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">HR Management: This section of the exam measures the skills of HR Generalists and focuses on understanding the role and functions of human resources within an organization. It covers HR policies, strategic alignment of HR practices with business goals, and managing employee relations to ensure organizational effectiveness and compliance.
Topic 2	<ul style="list-style-type: none">Organizational Behavior: This section of the exam measures the skills of HR Consultants and focuses on understanding human behavior in organizational settings. It covers motivation, leadership, communication, and group dynamics to promote engagement, teamwork, and a positive work culture.
Topic 3	<ul style="list-style-type: none">Training & Development: This section of the exam measures the skills of Learning and Development Managers and focuses on employee training, skill development, and performance improvement. It includes designing training programs, conducting needs assessments, evaluating learning outcomes, and supporting career development initiatives.
Topic 4	<ul style="list-style-type: none">Compensation: This section of the exam measures the skills of Compensation Analysts and covers principles of designing, implementing, and maintaining effective compensation systems. It focuses on understanding job evaluation, pay structures, incentive programs, and equity considerations to attract and retain talent.

Topic 5	<ul style="list-style-type: none"> • Recruitment & Selection: This section of the exam measures the skills of Talent Acquisition Specialists and covers methods for sourcing, screening, and selecting candidates. It includes job analysis, interview techniques, legal considerations, and ensuring fair and effective hiring decisions that align with organizational needs.
Topic 6	<ul style="list-style-type: none"> • Labour Relations • Industrial Relations: This section of the exam measures skills of Labor Relations Specialists and covers the framework of collective bargaining, dispute resolution, and negotiation processes. It includes knowledge of employment laws, union-management relations, and strategies for maintaining positive labour relations within the workplace.
Topic 7	<ul style="list-style-type: none"> • HR Planning: This section of the exam measures the skills of HR Planners and focuses on workforce planning and forecasting to meet organizational needs. It includes succession planning, skills gap analysis, and aligning human capital strategy with long-term organizational goals.
Topic 8	<ul style="list-style-type: none"> • Occupational Health & Safety

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HRPA CHRP Knowledge Exam Sample Questions (Q77-Q82):

NEW QUESTION # 77

How should an HR professional respond to an employee who wants to understand why their prescription benefit claim has been denied?

- A. Discuss with the employee their experience obtaining coverage for other prescriptions
- B. Notify the employee's manager and request their intervention
- C. Follow up with the pharmacist on behalf of the employee
- **D. Provide the employee with the benefit plan administrator's contact information**

Answer: D

Explanation:

The HRPA Human Resources Competency Framework (Functional Domain: Total Rewards) outlines that HR professionals are responsible for administering employee benefit programs and ensuring compliance with privacy and governance standards. When employees inquire about claim decisions, the HR role is to direct them to the benefit plan administrator-the party authorized to explain claim determinations. HR must not discuss medical or personal details, as doing so could breach confidentiality or privacy regulations.

Extract:

"HR professionals provide accurate information about benefit administration processes and refer employees to the appropriate service providers for confidential claim resolution." (HRPA Competency Framework - Total Rewards, CHRP Level, Key Competency: Administer Employee Benefit Programs) Therefore, B. Provide the employee with the benefit plan administrator's contact information is correct.

Verified Reference Summary:

NEW QUESTION # 78

Which of the following team-based interventions can effectively reduce the effects of social loafing?

- A. Conducting regular team-building activities.
- B. Using anonymous peer evaluations.
- **C. Communicating clear individual accountability.**
- D. Increasing the team's size.

Answer: C

Explanation:

Within the HRPA Professional Competency Framework (Organizational Effectiveness), HR is expected to design team structures and practices that clarify roles, responsibilities, and performance expectations to improve collaboration and outcomes. Establishing clear individual accountability-explicit goals, role clarity, and measurable individual contributions within team objectives-reduces social loafing by making effort and results visible and attributable. Increasing team size (A) typically exacerbates diffusion of responsibility; anonymous peer evaluations (B) provide limited preventive effect; general team-building (D) can support cohesion but does not by itself ensure accountable contribution.

Relevant Framework Reference (HRPA): Professional Competency Framework-Organizational Effectiveness (role clarity, performance accountability, team effectiveness); HRPA Study Guide-team design, accountability mechanisms, and mitigation of social loafing.

NEW QUESTION # 79

Which component of the 4-component strategy to reduce work-related psychosocial disorders could include an employee and family assistance program?

- A. A focus on organizational change
- B. A focus on stressors
- C. A focus on information
- **D. A focus on psychological services**

Answer: D

Explanation:

Within the HRPA Human Resources Competency Framework (Functional Domain: Health, Wellness, and Safe Workplace), HR professionals are responsible for promoting psychological health and preventing psychosocial disorders in the workplace.

The 4-component strategy to reduce psychosocial disorders includes:

A focus on information - Education and awareness about mental health.

A focus on organizational change - Modifying work conditions and management practices to reduce stressors.

A focus on stressors - Identifying and addressing workplace sources of psychological strain.

A focus on psychological services - Providing access to professional support, such as Employee and Family Assistance Programs (EFAPs).

Extract:

"Psychological services, including employee and family assistance programs, are part of a comprehensive strategy to support mental health and address psychosocial disorders." (HRPA Competency Framework - Health, Wellness, and Safe Workplace, CHRP Level, Key Competency: Implement Health Promotion and Psychological Support Programs) Therefore, C. A focus on psychological services is correct, as EFAPs directly provide confidential counseling and mental health resources to employees and their families.

Verified Reference Summary:

HRPA Human Resources Competency Framework - Health, Wellness, and Safe Workplace CHRP Knowledge Exam Blueprint - Psychological Health and Wellness HRPA Exam Preparation Guide - Psychosocial Risk Management and EFAP Programs

NEW QUESTION # 80

An HR manager for a small company needs to communicate a new dress code policy to all employees. To ensure that employees receive consistent messaging about this new policy, which of the following communication channels should the HR manager use?

- A. Upward
- B. Horizontal
- C. Informal
- **D. Downward**

Answer: D

Explanation:

According to the HRP Human Resources Competency Framework (Functional Domain: Organizational Effectiveness), HR professionals must ensure that communication systems support organizational clarity, consistency, and compliance.

Downward communication refers to the formal flow of information from higher to lower organizational levels - typically from management or HR to employees - and is used for communicating policies, procedures, and directives.

Extract:

"Downward communication delivers organizational policies, procedures, and performance expectations from management to employees to ensure alignment and consistent understanding." (HRPA Competency Framework - Organizational Effectiveness, CHRP Level, Knowledge Area: Communication and Change Management) Explanation of Options:

A . Horizontal: Communication between peers or departments; not used for policy rollouts.

B . Informal: May lead to inconsistent or incomplete information.

C . Upward: Flow of feedback or information from employees to management.

D . Downward: The correct channel for consistent policy communication from HR to all employees.

Therefore, D. Downward is correct, as it ensures clarity, accountability, and consistency across the organization.

Verified Reference Summary:

HRPA Human Resources Competency Framework - Functional Domain: Organizational Effectiveness CHRP Knowledge Exam Blueprint (HRPA, Ontario) HRP Exam Preparation Guide - Communication Systems and Organizational Alignment

NEW QUESTION # 81

External scanning, monitoring, and competitive intelligence are important factors contributing to which type of external analysis?

- A. Environmental forecasting
- B. Delphi technique
- C. Markov analysis
- **D. Strengths, weaknesses, opportunities, and threats (SWOT) analysis**

Answer: D

Explanation:

In the HRP Strategy domain, environmental scanning and competitive intelligence are inputs used to identify opportunities and threats in a SWOT analysis. SWOT integrates external insights (opportunities/threats) with internal assessment (strengths/weaknesses) to guide strategic choices. Environmental forecasting (A) and Delphi (B) are forecasting methods, and Markov analysis (D) is a workforce movement model, not an external strategic analysis.

NEW QUESTION # 82

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