

Policy Name	Retesting: Psychomotor
Policy Number	62.11
Approval Required By	Board of Directors
Version Number	01
Version Effective Date	TBD

Intent

Define the retesting requirements for psychomotor examinations that are fair to the candidate and protect confidential examination information for overexposure.

Scope

The policy applies to candidates for the psychomotor examinations administered by the National Registry.

Definitions

Full attempt (AEMT) - one "full attempt" is defined as completing all nine skills.

Full Attempt (Paramedic) - one "full attempt" is defined as completing all six skills stations

Policy

Candidates are allowed two full attempts to pass the psychomotor examination.

Advanced EMT Examination Retest

- Candidates are eligible to retest four or less skills during a full attempt of the psychomotor examination.
- Candidates are eligible for two retest attempts of the four or less skills failed. If offered, only one retest attempt may be completed on the same day.
- Failure of any skill on the second retest attempt constitutes complete failure of the entire psychomotor examination attempt.
- Candidates who fail five or more skills have failed the entire psychomotor examination attempt.
- Candidates who fail a full attempt on the first examination attempt or any portion of a second retest attempt must submit official documentation of remedial training for all skills before the next full attempt of the psychomotor examination and testing all nine skills, provided all other requirements for National Certification are fulfilled.

Paramedic Psychomotor Examination Retest

- Candidates are eligible to retest three or less skills during a full attempt of the psychomotor examination.
- Candidates are eligible for two retest attempts of the three or less skills failed. If offered, only one retest attempt may be completed on the same day.
- Failure of any skill on the second retest attempt constitutes complete failure of the entire psychomotor examination attempt.
- Candidates who fail four or more skills have failed the entire psychomotor examination attempt.
- Candidates who fail a full attempt or any portion of a second retest attempt must submit official documentation of remedial training for all skills before the next full attempt of the psychomotor examination testing all six skills, provided all other requirements for National Certification are fulfilled.

Rationale

The rationale for the retesting policy is to help ensure that candidates have adequate time to prepare for the examination; increase the security of the examination administration process by limiting item exposures to candidates; comply with third-party accreditation standards for certification programs that represent best practices; and promote the integrity of the certification process and the welfare and safety of the public.

Related Policies and Procedures

62.01 Examination Administration: General Requirements & Security

62.11.01 - Tracking Candidate Re-Test Status and Available Options

References

NCCA Standards for the Accreditation of Certification Programs

ISO 17024:2012 General requirements for bodies operating certification of persons

Document History			
Version #	Approval date	Effective date	Revision Summary
01	TBD	TBD	Policy created and approved