

QUESTION	ICPT RESPONSE	PTCB RESPONSE
1. When was ICPT/PTCB established?	ICPT was established in October 2005 in response to demand from pharmacy employers, pharmacy organizations and Boards of Pharmacy who wanted alternatives in the market.	January 31, 1995
2. Who are the members of the governing board, if any?	<p>The Certification Governing Committee has authority over essential certification and recertification decisions including establishing and ensuring effectiveness and fairness of certification policies, procedures and assessment instruments. Specifically, the Certification Governing Committee is responsible for:</p> <ul style="list-style-type: none"> * Adopting certification program policies and procedures * Adopting its own rules of procedure * Approving the ExCPT® blueprint, scoring, scaling and equating methods * Appointing an advisory Expert Panel and to act on the Expert Panel's recommendations * Appointing an Appeals Committee * Electing successors on the Committee <p>The Certification Governing Committee has autonomy and its decisions are not be subject to approval by or undue influence from pharmacy associations or any other body. Independent decision-making is a fundamental requirement for accreditation of a certification program. Consequently, there are no seats designated for special interest groups such as pharmacy associations on this governing body.</p> <p>The Certification Governing Committee is comprised of 9 members. At least five members are Certified Pharmacy Technicians in good standing. One is a public member who is a recipient of the services provided by Certified Pharmacy Technicians. Three members represent other stakeholders such as employers, educators or regulators. Members of the Certification Governing Committee are presented in the table below.</p>	<p>The Board of Governors consists of six (6) members, five (5) appointed Governors of the following organizations:</p> <ul style="list-style-type: none"> (1) American Pharmacists Association (APhA); (2) American Society of Health-System Pharmacists (ASHP); (3) Michigan Pharmacists Association (MPA); (4) Illinois Council of Health-System Pharmacists (ICHSP); (5) National Association of Boards of Pharmacy (NABP); and <p>the Executive Director/CEO of the PTCB.</p> <p>At this time, the Governors are: John A. Gans, PharmD, ScD; Henri R. Manasse, Jr., PhD, ScD; Larry Wagenknecht, RPh; Scott Meyers, RPh; Carmen A. Catizone, MS, RPh, DPh; and Melissa Murer Corrigan, RPh</p>
3. What is the mission or purpose of ICPT/PTCB?	The mission of the Institute for the Certification of Pharmacy Technicians is to recognize pharmacy technicians who are proficient in the knowledge and skills needed to assist pharmacists to safely, accurately and efficiently prepare and dispense	The Pharmacy Technician Certification Board (PTCB) develops, maintains, promotes and administers a nationally accredited certification and recertification program for pharmacy technicians to enable the most effective support of

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	<p>prescriptions and to promote high standards of practice for pharmacy technicians. In support of this mission, ICPT:</p> <ul style="list-style-type: none"> * Promotes high standards of practice for pharmacy technicians. * Promotes safe and effective patient care by encouraging the use of highly qualified pharmacy technicians in all pharmacy practice settings. * Develops and conducts examinations that evaluate the knowledge and skills associated with the performance of tasks required for professional practice as a pharmacy technician. * Provides a means for recognizing Pharmacy technicians who continue to demonstrate their qualifications by complying with ICPT continuing education requirements and adhering to high professional standards. 	<p>pharmacists to advance patient safety. PTCB is a not-for-profit, 501 (c) 6, corporation.</p>
4. What was the first date the exam was administered?	The exam was first administered in October 2005.	July 29, 1995
5. How many individuals have taken the exam?	2005 – 52 2006 – 329 2007 – 1049 2008 – 3221 Total – 4651	(See below for PTCE National and Texas Exam Statistics by Year) 416,545 in the United States; 89,301 in Texas
6. How many individuals have passed the exam?	To date, 3436 candidates (73.8%) have passed the ExCPT and earned the CPhT designation. Pass rate statistics are published on the ICPT website. It is expected that the number of candidates will continue to rise steadily as the advantage of ExCPT become more widely recognized, as the number of states approving the ExCPT continues to rise, and as additional states decide to require certification of all pharmacy technicians.	(See below for PTCE National and Texas 315,985 in the United States; 60,553 in Texas
7. How many individuals have failed the exam?		(See below for PTCE National and Texas Exam Statistics by Year) 100,560 in the United States; 28,748 in Texas
8. Do any states recognize the exam as a pre-requisite for registration/licensure/certification? If so, which states?	State regulations vary with regard to requirements for registration, training/education and certification. The ExCPT has been reviewed and approved by 19 Boards of Pharmacy. In an additional 22 states/districts, the ExCPT is an option for pharmacy technicians. There are ten states remaining where approval before the Board is in process. State Boards that have approved ExCPT include: CT, FL, IN, IA, IL, KS, MA, MD, MN, MT, NH, NJ,	The Pharmacy Technician Certification Exam (PTCE) is accepted in 28 states. The PTCE is utilized as the exclusive mechanism for certification, registration, and/or licensure in Arizona, Louisiana, Maryland, South Carolina, Texas, and Wyoming. The PTCE is used as a mechanism to increase pharmacy technician to pharmacist ratios in Alabama (3:1), Connecticut (3:1), Kansas (3:1), Massachusetts (4:1), Minnesota (3:1), New Jersey

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	<p>NM, OR, RI, UT, NV, SC, WA. States/districts where the ExCPT is a voluntary option include: AR, DE, DC, HI, ID, MI, MS, MO, NE, NY, ND, OH, OK, PA, SD, VT, WI, TN, CO, GA, AK, ME.</p>	<p>(3:1), North Carolina (2:1), and Tennessee (3:1). The exam is also accepted as one of multiple mechanisms for certification, registration and/or licensure in Alabama, California, Georgia, Iowa, Kentucky, Montana, New Mexico, Oregon, Rhode Island, Utah, and Virginia.</p>
<p>9. How often is the exam given?</p>	<p>The ExCPT is administered on-demand over 300 days a year. Candidates must meet the eligibility criteria but are often able to sit for the ExCPT within days of registration at a proctored PSI/Lasergrade test facility.</p>	<p>In 2008 the exam was administered in 4 testing windows, resulting in 130 testing days, plus some weekend days during heavy demand. On April 1, 2009, PTCB will implement continuous testing, allowing candidates to test throughout the entire year like NAPLEX. Beginning January 5, 2009, the PTCE will be available daily.</p>
<p>10. Where is the exam given?</p>	<p>The ExCPT is administered at PSI/LaserGrade testing facilities. There are over 500 test facilities nation-wide. Approving the ExCPT in Texas would greatly increase convenience to candidates by offering candidates a choice from an additional 53 test sites in the state of Texas. Convenience is also enhanced by the fact that the test centers offer testing over 300 days a year and offer on-demand testing so candidates do not have to register weeks in advance or wait several weeks for results. A list of Texas test facilities is outlined in the table below. Test facilities in other states are available on request or through the ICPT website (www.nationaltechexam.org).</p>	<p>Pearson VUE testing sites across the United States, Pearson VUE sites in US territories, and Pearson VUE military DANTES sites. Currently there are over 200 Pearson Professional Centers and 75 Pearson-approved DANTES sites available, although additional sites can be established at the request of a Board of Pharmacy.</p>
<p>a. What security measures are offered at the exam administration sites?</p>	<p>Test site security is addressed in two documents, the <i>ExCPT Policies and Procedure Manual</i> and the <i>LaserGrade Operations Manual</i>. Before candidates are allowed to test, candidates must re-affirm they are qualified to test and are warned of the consequences attempting to cheat or behave dishonestly. It is ICPT policy that candidates must attest that they have not obtained information about specific exam items, that they will keep test items confidential, and that they will not cheat on the exam or help others to do so. Candidates may not violate the ExCPT copyright by obtaining any test items. All test proctors must be certified. Being certified means the test proctor has received formal training from the Test Center Supervisor and has demonstrated competency in</p>	<p>Pearson Professional Centers are specifically designed and built to meet the requirements demanded by today's high stakes testing and licensing programs. These include:</p> <ul style="list-style-type: none"> • Location: Population studies were conducted to determine the optimal number and locations for Pearson Professional Centers. These test centers are strategically located in quiet business settings that are convenient to public transportation and major highways. • Candidate Comfort: The physical design of each test center encourages peak performance from exam candidates by providing a quiet, distraction free professional testing environment. Each location provides accommodations for candidates with special

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	<p>administering test via computer. In addition, the proctor's name is entered on the test proctor list that the supervisor must keep current on file at the testing center. Proctors must be of good moral character, be at least 21 years of age, trained and certified by the Test Center Supervisor, successfully passed the Proctor Qualifying test and have signed the Test Administrator/Proctor agreement.</p> <p>Test center proctors are expected to strictly follow security procedures to avoid test compromise. Each supervisor and proctor has a unique 9-digit password. Proctors are expected to maintain confidentiality for scores and applicant data. Proctors must positively identify candidates with a government issued photo ID and sign-in each candidate. Proctors confirm address and proof of age at that time. If there is not a positive identification, no test is administered. Proctors will also verify eligibility requirements. Proctors must be able to view the candidates at all times. Proctors are trained to watch for misconduct. In the event of a security question, proctors are instructed to contact the LaserGrade central office for instruction. Personal belongings are not allowed in the test location but can be stored securely at the test center in a locking closet or cabinet. All cell phones and pagers are also stored.</p> <p>The exam form is randomly assigned and downloaded in an encrypted form from the LaserGrade central office. Items are decrypted one-at-a-time as the candidate accesses them. Upon candidate completion, the data is transmitted back to the LaserGrade central office in an encrypted format. Additional detail on test site operations and security can be found specifically in the <i>LaserGrade Operations Manual</i> (summarized in Appendix 1):</p> <ol style="list-style-type: none"> i. General security – page 2-7 ii. Applicant identification, eligibility and sign-in – pages 2-7, 2-8, 4-1, 4-2 and 5-6 iii. Visual and video surveillance of applicants – pages 2-8, 2-9, and 5-7 iv. Password – page 2-9 	<p>needs.</p> <ul style="list-style-type: none"> • Candidate Identification: Candidate identification procedures are strictly enforced. PTCB utilizes the digital biometric devices (photograph, signature and fingerprint). These are used together with strict identification requirements to confirm candidate identity and to ensure individuals on the schedule are the same persons taking the test. Signature and photo verification are performed by the test administrator at admission, and fingerprints are compared by the system at admission and upon entering/exiting the testing room. • Security: A dedicated testing room houses the test delivery workstations, placed so that candidates cannot view each other. The testing room is entered through a separate entrance, and all candidates are monitored via audio and video. The proctor monitors the audio and video feeds from the testing room in real time. The feeds are also stored digitally for a minimum of thirty days, so they can be made available to Channel Quality or exam sponsors if needed for incident investigations. The proctor escorts each candidate in and out of the testing room individually, and a sign on the door clearly states that entrance to the room is only permitted when escorted by an administrator. The layout of the test center allows no direct sight lines between the waiting area and the testing area. • Professional Staff: Test administration staff: Generally, a minimum of two Pearson VUE certified test administrators staff each test center whenever an exam is delivered. • Server Room: The file servers that contain the exam item banks and digital video recorder (DVR) system are secured in a separate server room (also known as a data closet) at each Pearson Professional Center. This room is secured by a mechanical combination lock and key. Administrators do not have access to the room and are not provided with the lock combination. The combination is known only to

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	v. Proctor checklist – page 4-1 vi. Applicant personal belongings – page 4-3 vii. Cheating – page 5-7	PPC Facilities Support, VSS and the Test Center Manager.
11. What is the cost to take the exam?	The cost of the ExCPT is \$95, payable at the time of registration. Group enrollment is available for schools or employers to facilitating testing and registration of candidates.	The cost is \$129 for each candidate registration.
12. How many questions are on the exam?	There are 110 items on the exam. Ten items are pre-test items. Candidates are allowed two hours to complete the exam.	The PTCE contains 80 multiple-choice operational questions plus an additional 10 pretest questions that do not count toward the final score.
a. Are the exam questions pretested?	Yes, exam items are always pre-tested. As with all standardized tests, the ExCPT contains some items that are pretested for possible use on future exams. Pretesting new items before they are used as scored items on the ExCPT is necessary to assure that all items perform properly and that new versions of the exam can be created in the future. Specifically, the ExCPT consists of 110 items, of which ten are pretest items that are not scored. The pretest items are randomly interspersed throughout the exam and are not identified for the candidate in order to assure that test statistics are valid. All pretest items are analyzed carefully for difficulty, reliability, discrimination and validity and are approved by the Expert Panel before they are used as scored items on future versions of the ExCPT.	Yes, each question is pretested and must meet rigorous criteria to be included as an operational item.
b. What is the exam blueprint, including the subject/practice areas covered and the percentage of questions in each subject/practice area?	The blueprint for the ExCPT is also posted on the ICPT website and contained in the <i>ExCPT Candidate's Guide</i> (Appendix 3). At a high level, exam items categorized into three general areas: Regulation and Technician Duties (~25%), Drugs and Drug Products (~23%), and The Dispensing Process (~52%).	(See Appendix II. Content Outline of the PTCE for detailed outline.) The exam is made of three basic knowledge functions: I. Assisting the Pharmacist in Serving Patients (66% of the exam) II. Maintaining Medication and Inventory Control Systems (22% of the exam) III. Participating in the Administration and Management of Pharmacy Practice (12% of the exam)
c. How do you determine the blueprint of the exam?	The results of the practice analysis and input from stakeholders are used to determine the content areas to be tested on the exam and the weight given to each of these content areas. The blueprint is used to select the appropriate proportion of items	The content of the PTCE is based upon a practice analysis study.

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	<p>from among the various domains covered on the exam.</p> <p>The blueprint is used to select the appropriate proportion of items from among the various domains covered on the exam. The ICPT Director of Education compiles and analyzes the results of the practice analysis. The data is reviewed with the Expert Panel to develop the first draft of the exam blueprint. The ICPT Director of Education shares the first draft of the exam blueprint with stakeholders representing an employer, a regulator and a pharmacy technician trainer to get additional input. Any suggestions received from these stakeholders are then provided to the Expert Panel for their consideration.</p> <p>The Expert Panel then develops the exam blueprint that defines the domains to be tested and the relative weight given to each domain. The exam blueprint is sent to the Certification Governing Committee for final adoption. This blueprint is then used by the ICPT Director of Education to select items from the test bank to be included on the ExCPT.</p> <p>The blueprint is made available to all candidates and stakeholders as a part of the <i>ExCPT Candidate's Guide</i> posted on the ICPT website and attached here as Appendix 3.</p>	
<p>d. Is a practice analysis conducted? If so, when was the practice analysis conducted and how often is the analysis repeated?</p>	<p>It is ICPT policy that a comprehensive job/practice analysis be conducted periodically but no less than every five years to clearly delineate performance domains and tasks and the associated knowledge and skills sets for pharmacy technicians. The results of the practice analysis are used to help determine the domains covered by the ExCPT and the relative weight given to each.</p> <p>The practice analysis for the ExCPT was completed in August 2005. The survey instrument was pilot tested, revised and mailed to a stratified random sample of pharmacy managers and pharmacy technicians.</p> <p>Respondents were given a list of job functions selected by an advisory panel of pharmacists, pharmacy technicians and technician trainers. The results of the practice analysis were reviewed by an</p>	<p>It is updated every 5 years with the most recent study conducted by PES in 2005. Interim reviews are conducted on an as-needed basis.</p>

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	<p>Advisory Panel and shared with those stakeholders who were originally interviewed to help develop a list of the statements of technicians' knowledge and skills. The Expert Panel used these results, along with input from stakeholders, to design the exam blueprint. The Certification Governing Committee approved the final blueprint. Our psychometric consultants, Applied Measurement Professionals, who will likely be involved in developing and administering our next practice analysis, reviewed this policy and accompanying procedures.</p>	
<p>e. Are exam questions assigned "difficulty levels" and is "difficulty" used as a part of the blueprint or when assigning a pass level?</p>	<p>Items cover a wide range of <i>Bloom's Taxonomy of Learning Objectives</i> including:</p> <ul style="list-style-type: none"> ▪ Knowledge (The recall of data or information, exhibit memory of previously-learned materials by recalling facts, terms, and basic concepts and answers.) ▪ Comprehension (demonstrate understanding of facts and ideas by organizing, comparing, translating, interpreting, giving descriptions and stating main ideas) ▪ Application (using knew knowledge, solve problems to new situations by applying acquired knowledge, facts, techniques and rules in a different way) ▪ Analysis (Examine and break information into parts by identifying motives or causes. Make inferences and find evidence to support generalizations.) <p>Difficulty levels are also assessed for the exam in a second way. The Expert Panel conducts a modified Angoff procedure when reviewing items that are candidates for the ExCPT. In this procedure, panelists independently estimate the percentage of minimally qualified candidates who would answer each item correctly. Individual scores are shared and discussed. All scores are collected and averaged to determine an average rating per item. The average, standard deviation, reliability estimate and standard error of measurement are used to</p>	<p>Difficulty level of question items is not part of the blueprint although it is taken into account in developing exams. Items selected for examinations typically have a difficulty level or "P Value" of between 30% and 90%. The rationale for this is that items with a P value over 90% are too easy, and do not give us much information concerning a candidate's ability. Items with a P value below 30% may be too specialized, too difficult, or may be flawed in some other way (guessing, more than one right answer). As described below, the pass point is set via a criterion-based methodology. Content experts make judgments about the difficulty of each item, and these judgments are used by PTCB in setting a pass point. In each window, three (3) forms are administered with each form containing 80 scored items and 5 pre-test blocks of 10 items; (3) each of the 25 forms of the PTCE administered since March 2006 possess reliabilities coefficients in excess of .90, a value considered excellent in credentialing testing; Using the pre-testing process, PTCE is able to calibrate items and ensure that scores on different forms of the examination are equivalent; PTCB has expanded its bank of calibrated items over the past few years in order to build valid and reliable examinations of consistent quality.</p>

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13. How many questions are in your question pool?	<p>calculate a cut score for each test form.</p> <p>There are over 2200 active items in the item bank. Items are regularly rotated. Items are also retired and not counted as part of the active pool.</p>	<p>In order to evaluate the question pool, it is necessary to review various categories of items, including calibrated, in-range items which are operational, and non-calibrated, pretest items. There are 2217 CALIBRATED IN-RANGE items in the PTCB bank as of today, including 791 CALCULATION items. Each calibrated, in-range item is immediately available for use as an operational item on a future test form. This does NOT include the 150 pretest items used during the 3rd window 2008 exam that are about to be calibrated.</p> <p>Pending statistical analysis and the review of the pre-test results, an additional 100 to 125 questions may be added to the bank of calibrated, in-range questions.</p> <p>There are 1468 PRETEST items in the PTCB bank as of October 21, 2008, including 112 CALCULATION items. This does not include the 300 pretest items on the exams for the 3rd & 4th windows of 2008. This does include the 150 pretest items on the exams for the 1st & 2nd windows of 2009 that have already been developed/reviewed. There will be another 300 items calibrated once the exams from the 3rd & 4th windows of 2008 have been administered/calibrated.</p> <p>Finally, there are 475 new items validated at the May 2008 Item Writing Workshop that are currently being put into the bank for future pre-test purposes.</p>
a. Who are your item writers and how are they selected and trained?	<p>A panel of volunteer Item Writers from a wide range of pharmacy practice settings and a diverse geographic representation is used to submit exam items. These Item Writers include pharmacy college professors, pharmacists and certified pharmacy technicians who have strong expertise in a variety of pharmacy practice settings. Item Writers are selected from an open call to the profession published at meetings and on the ICPT website. Item Writers are trained in test development and appropriate item writing.</p> <p>ICPT has developed an <i>Item Writing Guide</i> used in</p>	<p>PTCB Item Writers are comprised of Doctors of Pharmacy, Registered Pharmacists, and PTCB Certified Pharmacy Technicians whose practice settings and locations represent a cross section of practice. The Item Writer selection process begins each year in the fall. Interested individuals must submit a standard application for consideration by PTCB to volunteer as a PTCB Item Writer, and in the application, disclose information regarding their years of practice, professional credentials, geographic location, practice setting, education level, and eligibility to write items as it pertains to</p>

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	<p>the training. Supplemental materials such as Chapter 3 from <i>“How to make achievement tests and assessments, Fifth edition”</i> by NE Gronlund are used as background reading for Item Writers. Training has occurred in group workshops and online webinars. Item Writers are submitted by the Director of Education and approved by the Certification Governing Committee for one-year appointments. Item Writers may be reappointed to additional terms as needed. Item Writers must sign a confidentiality agreement prior to training.</p>	<p>PTCB’s confidentiality requirements. Each applicant, along with the standard application to volunteer, must also submit an accurate and up-to-date resume or curriculum vitae to supplement the application. PTCB reviews each application and resume, and selects qualified volunteers from the pool. Each year, the goal is to accept 100 Item Writers. At the completion of the item writing process, a select number of writers is invited to participate in an Item Writing Workshop to revise and polish the items submitted by their colleagues.</p>
<p>b. How often do the item writers review the questions?</p>	<p>The item process begins with the submission of items by Item Writers. The review process is quite extensive as outlined below.</p> <p>First, items are submitted by highly qualified professional and well-trained Item Writers.</p> <p>Second, items are reviewed by the Director of Education to make sure they are consistent with the exam blueprint, represent one or more of the ExCPT blueprint categories, and, meet accepted standards.</p> <p>Third, items are reviewed by Expert Panel responsible for evaluating items individually prior to a review in a larger discussion. The Expert Panel members categorize items as follows:</p> <ul style="list-style-type: none"> ▪ Accepted as written ▪ Accepted as edited ▪ Resubmitted for revision ▪ Discarded <p>Fourth, items that are accepted are rated for difficulty via the modified-Angoff method, which consists of another step in the review process. Items are pre-tested and analyzed through an item analysis that determines reliability, validity, difficulty and discrimination.</p> <p>Fifth, items in the active test banks are rotated in and out of active test forms and are subjected to ongoing item analyses. After sufficient exposure, items are retired.</p> <p>Items that successfully pass pre-test criteria are classified as active items in the test bank. Other items are discarded or resubmitted for re-writing.</p>	<p>An Item Writing Workshop is held annually to review and revise the items submitted by the general pool of selected item writers. A select group of writers from the cycle is invited to attend the 3 day workshop, where the items are polished and revised for further review by the Certification Council. Twice annually, the PTCB Certification Council takes part in the maintenance and review of the item bank at their Examination Construction Meetings where they construct future forms of the examination, revising and reviewing the items while they complete the construction process, and also review and revise items in the item bank.</p>

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	<p>It is the Expert Panel that is responsible for reviewing items submitted by the Item Writers. The Expert Panel is responsible for:</p> <ul style="list-style-type: none"> i. Reviewing the item analysis ii. Developing the recommended exam blueprint iii. Reviewing individual items iv. Developing cut scores v. Recommending the scaling and equating procedures <p>The Expert Panel is comprised of individuals from a diverse set of pharmacy practice settings who are skilled in writing and evaluating test items. The panel includes pharmacy professors, pharmacists and certified pharmacy technicians.</p> <p>The Expert Panel meets to review all submitted items. Panel members are also trained in interpreting practice analyses, designing exam blueprints, reviewing test items, developing cut scores, equating exams and evaluating item analyses.</p>	
<p>c. What measures do you use to assure the security of the question pool?</p>	<p>All ICPT test items are copyrighted and password protected. Access to the ICPT test bank is severely restricted and limited to the Director Education and specified individuals under his direct control.</p> <p>All hard-copies of items provided to the Expert panel are carefully controlled, collected and destroyed after use. Expert Panel member must also sign a confidentiality and proprietary material agreement. The items on the ExCPT are regularly rotated.</p> <p>PSI/Lasergrade also enforces security of the exams by maintaining item pools and test forms on an examination server separate from any communication server. Only key personnel at the corporate office have access to the examination server and communications room. Authorized LaserGrade test centers and their certified proctors are permitted password protected access to the LaserGrade communications server to upload and download candidate schedules, send test results data and receive scheduled examinations. Without LaserGrade software and passwords, the communication server will act as a firewall, blocking</p>	<p>PES is the test development vendor, and as such maintains the item pool and transmits tests securely to the CBT vendor. (See the Appendix III describing PES' security policy). The CBT test administration vendor, Pearson VUE, has procedures in place to keep all test items secure, as well as to ensure that only eligible candidates are admitted to testing.</p> <p>PTCB's contracted testing vendor, Pearson VUE, subcontracts Professional Examination Service to build and maintain the PTCB Item Bank. By contract, Pearson VUE is responsible for maintaining the secure storage and maintenance of test items and records such as tests taken and test results, using industry standard archiving technology. By contract, Pearson VUE is also responsible for taking precautions to prevent the loss or alteration of items, item banks, and tests from the development phase through test administration and reporting. Extraordinary security measures are in place for the moving of the items either electronically or physically, including the policy to</p>

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	<p>unauthorized access and alerting the IT staff to take action. Lasergrade tests can only be accessed internally by key corporate personnel or downloaded at the time of a test event, based on an approved candidate appointment and candidate identification by authorized LaserGrade test centers. Encrypted examinations are electronically delivered to the proctor's workstation from LaserGrade's central office.</p> <p>When a candidate takes an examination, it is sent to the workstation, still in an encrypted format, one item at a time. Security functions encrypt all sensitive information, decrypting only one item at a time as it is displayed on the screen. All other items remain encrypted until they are delivered to the test station. The ability to print screens or copy files on portable media is also disabled so that an applicant may not take a copy of a item with them. At the end of the examination, or if the candidate is a no-show for an examination, the examination content is overwritten using a secure LaserGrade algorithm.</p>	<p>not move items electronically over the internet. In the computer-based testing model, Pearson VUE maintains the items and forms which are in testing, again using extreme measures of electronic security. The item bank is kept at a very robust number of items and a limited number of forms of the PTCB examination are administered during any given window to ensure that PTCB candidates are not overexposed to the item pool. If items or items under construction should need to be moved physically, such as may happen when an item writer or Certification Council review of examination items must occur, Pearson VUE is contracted to assure that extreme caution in the storage and movement of the items is taken. Confidentiality agreements and waivers which are legally binding are signed by any individual who is exposed to the item bank, including item writers, Certification Council, Program Staff at Pearson VUE and PES, Program Staff at PTCB, and the PTCB Board of Governors. Additionally, each candidate for the PTCB examination must sign an attestation prior to taking the PTCB examination, which legally binds each individual who takes the examination to not redistribute or memorize examination questions.</p>
<p>14. What steps are taken to assure that the ExCPT/PTCB exam is legally defensible?</p>	<p>To be legally defensible, an exam sponsor must demonstrate that an exam is psychometrically sound. To defend that an exam is testing what it purports to test, standards should be followed in constructing the test. The National Organization for Competency Assurance's accrediting body, the National Commission for Certifying Agencies (NCCA) has developed a set of 21 standards that must be met before an organization is accredited (Appendix 4). NCCA accreditation is a means of demonstrating that certification program has been reviewed by a panel of impartial experts and determined that a program has met the stringent standards of NCCA.</p> <p>The ExCPT is accredited by the NCCA through 2013; a copy of the certification is attached as Appendix 5.</p>	<p>The primary goal of the Pharmacy Technician Certification Board (PTCB) examination program is to protect the public by ensuring that candidates demonstrate the knowledge(s) and skill(s) related to minimum competence or competent practice in content areas that are relevant to practice as an entry-level pharmacy technician. (See Appendix IV for Examination Psychometric Data.)</p> <p>Test validity is a concept that refers to how well a test measures what it is designed to measure. The Pharmacy Technician Certification Examination's (PTCE) validity is content-based. There is a validity "trail," described below, which establishes that the tests administered to candidates are a valid reflection of what is required for actual practice. The relevance in terms of importance and criticality</p>

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	<p>In addition, NABP has recognized the value of NCCA certification in their April and September 2008 memos to all Boards of Pharmacy by stating “...accreditation by NCCA represents an audit by certification experts commissioned by the National Organization for Competency Assurance (NOCA) and ascertains that an accredited program adheres to accepted standards in the certification industry.”</p> <p>To be psychometrically sound, ICPT follows an industry-accepted standard procedure for constructing the ExCPT that includes:</p> <ul style="list-style-type: none"> ▪ performing a practice analysis ▪ Designing an exam blueprint ▪ Using qualified individual and sound procedures to write items ▪ Providing review and oversight by a governing body comprised of qualified individual representing the profession and the certificants ▪ Pretesting items ▪ Conducting item analyses ▪ Properly scaling exam scores ▪ Equating multiple forms of the exam, and ▪ Maintaining a secure item bank that allows items to be rotated and retired as needed while maintaining proper records. 	<p>of the content areas assessed by the PTCE tests to practice as an entry-level pharmacy technician has been supported by the findings of the job analysis study. This extensive study, incorporating a large survey, was undertaken to define test specifications -- the job-related domains, tasks, knowledge, and skills required of entry-level pharmacy technician candidates. To ensure that the test items reflect the content areas presented in the test specifications, each item is then classified by content experts according to its application to the specific domains, tasks, knowledge, and skills specified in this analysis. In addition to item classification, items must also meet minimum standards of importance and criticality to entry-level work as a pharmacy technician in order to be included in the item bank. Further, all items are examined for fairness to candidates – specifically for bias and stereotyping. Items that pass through these reviews are added to the item bank.</p> <p>Test forms for the PTCE examination are constructed from the item bank to reflect the test specifications described above. Each test form contains operational or scored items as well as pretest items. All operational/scored items have been tested before, and have generated statistics that fall within a predetermined acceptable range for this exam.</p> <p>Certification examinations are typically criterion referenced (i.e., candidates’ performance is not compared to the performance of other candidates taking the examination). In order to pass a certification examination, a candidate must obtain a score equal to or higher than the “minimum passing score.” The minimum passing score represents an absolute standard and does not depend on the performance of other candidates taking the same examination.</p> <p>The minimum passing score on a certification examination is initially set for the base form of the exam by content experts using a procedurally-valid standard setting methodology. Subsequent forms of the exam are equated to the base form via Item</p>

QUESTION	ICPT RESPONSE	PTCB RESPONSE
		<p>Response Theory (IRT) equating. Exams are administered in a secure computer-based testing (CBT) environment. Results undergo multiple quality control checks before final scores are generated and mailed to candidates. The PTCE examination is not intended as a predictor of future success within the profession. Consistent with the objectives of the PTCB examination program, the tests are designed to separate candidates into two distinct groups: candidates whose knowledge and skill levels are deemed acceptable for entry-level certification as a pharmacy technician and candidates whose level of knowledge falls below the minimum required for certification.</p>
<p>15. How can states verify certification by your organization?</p>	<p>ICPT provides a login to the certified candidate's database for board staff needing access. There is no cost for this service. Appendix 6 describes the process for candidate verification.</p>	<p>Yes, this is the current ongoing process between Texas and PTCB.</p>
<p>a. Could Texas send you an electronic file of applicants for registration and you return electronically each applicants certification status?</p>	<p>ICPT is committed to the highest levels of customer service. ICPT will work closely with the Board staff to verify candidate certification status and satisfy any other needs the Board may have.</p>	

ExCPT CERTIFICATION GOVERNING COMMITTEE

Name	Board position	Qualification	Stakeholder representation
Anita Benavidez	Chair	CPhT, BS Administration	Certificants, health insurance, compounding
Louis Chiodini	Member	BS Civil Engineer, PDD Engineering Mgt	Public
Judy Clark	Member	BS Pharmacy, MBA,	Hospital employers
Chirag Darji	Member	CPhT, BS Biology	Certificants, community
Kellina James	Member	CPhT BS Biology, AS Radiologic Tech	Certificants, community
Tim Koch	Member	BS Pharmacy, Board of Pharmacy Member	Board of Pharmacy, Community Employer
David Mankoff	Member	CPhT, PharmD Candidate	Certificants, community
Cindy Switzer	Member	BS Pharmacy, MBA	Pharmacy employers, Buying groups
Barbara Lacher	Member	CPhT	Certificants, Technician educator