Candidate Handbook

INTERNATIONAL BOARD OF SPECIALTY CERTIFICATION
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HOW TO CONTACT THE IBSC
International Board of Specialty Certification (IBSC®)
4835 Riveredge Cove
Snellville, GA 30039 USA
Phone: +1 (770) 978-4400
E-mail: help@IBSC.org
Web: www.IBSCertifications.org

HOW TO CONTACT NAPSICO
National Association for Public Safety Infection Control Officers (NAPSICO)
PO Box 801150
Acworth, GA 30101
Phone: +1 (770) 490-0854
E-mail: help@NAPSICO.org
Web: www.NAPSICO.org

HOW TO CONTACT PROMETRIC
Prometric
1501 South Clinton Street
Baltimore, MD 21224 USA
Phone: +1 (800) 462-8669
Web: www.Prometric.com
POPULATION BEING CERTIFIED

The target audience for the Certified Designated Infection Control Officer (DICO-C) certification examination is any Emergency Responder working as – or having the potential to work as – an Infection Control Officer.

Candidates must understand the laws applicable to infection control, exposure control plans, the risks for disease transmission, vaccines, immunizations, and post-exposure care unique to the role of the Infection Control Officer.

This examination is not meant to test entry-level knowledge, but rather to validate competency of those Emergency Responders providing services beyond the roles of the routine emergency provider. The expectation for the Certified Designated Infection Control Officer (DICO-C) examination candidate is competency in infection control management, disease transmission, vaccines, and immunizations.

Certified Designated Infection Control Officer (DICO-C) examination was developed in partnership with the National Association of Public Safety Infection Control Officers (NAPSICO). The DICO-C examination candidate is an experienced Emergency Responder associated with an emergency medical service, fire department, law enforcement, or other healthcare provider who possess specialized knowledge for patient and employee centric care, interdisciplinary collaboration, disease transmission, as well as preventative care, immunizations, and employee education.

The broader audience involved with designating infection control officers and assisting with infectious disease management include the following:

1. Federal, state, and local Emergency Medical Services (EMS)
2. Private/Government operated Emergency Medical Services (EMS)
3. Ground ambulance services
4. Hospitals and various acute care medical facilities
5. Law Enforcement Agencies
6. Fire Protection Districts
7. Municipal Fire Departments
8. Other areas around the country that need, require, or mandate a Designated Infection Control Officer (DICO)

For additional questions related to qualifying for a certification examination, please contact the IBSC at +1 (770) 978-4400 or via help@IBSC.org or NAPSICO at info@NAPSICO.ORG or +1 (727) 239-7557.
INTRODUCTION

The International Board of Specialty Certification (IBSC) – in partnership with the National Association of Public Safety Infection Control Officers (NAPSICO) – is responsible for the construction, administration, and maintenance of the Certified Designated Infection Control Officer (DICO-C) examination.

The IBSC does not believe professionals should work in the role of Designated Infection Control Officer without being properly credentialed. The legal risk to the employer is exponentially increased without validation of clinical competency. The DICO-C certification examination is not meant to test entry-level knowledge, but rather to validate competency of those Emergency Responders providing services beyond the roles of the routine emergency provider. The expectation for the Certified Designated Infection Control Officer (DICO-C) examination candidate is competency in infection control management, disease transmission, vaccines, and immunizations.

ELIGIBILITY

To obtain certification, the candidate must meet the following:

• must be an Emergency Responder working as – or having the potential to work as – an Infection Control Officer.
• complete an approved examination application.
• upload government issued identification to your account.

The DICO-C examination is available in computer-based testing (CBT), traditional paper-pencil testing (PBT), on-site Mobile Exam Delivery (MED), and remote proctor testing (RPT) formats.

To maintain certification, the certificant must meet all eligibility requirements. These requirements can be found at www.IBSCertifications.org.

You have questions concerning the board or the administration of the examinations, please contact the IBSC at help@IBSC.org or by calling the IBSC office at +1 (770) 978-4400 – 1000-1600 Eastern Time Monday – Friday.

TESTING AGENCY

The IBSC has partnered with Prometric – a leading provider of technology-enabled testing and assessment solutions to many of the world’s most recognized licensing and certification organizations, academic institutions, and government agencies. Annually supporting more than 7 million test takers in 160 countries around the world. Prometric assists with the development, administration, scoring and analysis of the Certified Designated Infection Control Officer (DICO-C) examination. All CBT and RPT examination delivery are provided by the Prometric testing center network – RPT being offered by the Prometric ProProctor platform. All PBT and on-site Mobile Exam Delivery (MED) is coordinated directly through the IBSC office.

STATEMENT OF NON-DISCRIMINATION

IBSC and Prometric do not discriminate among candidates on the basis of age, gender, race, color, religion, national origin, disability, or marital status.

REQUEST FOR ACCOMMODATION

To be considered for an accommodation under the ADA, an individual must present adequate documentation demonstrating that his/her condition substantially limits one or more major life activities. Only individuals with disabilities who, with or without reasonable accommodations, meet the eligibility requirements for certification at the level of the requested examination are eligible for accommodations.

For more information related to accommodations, please contact the IBSC at +1 (770) 978-4400. Additional information can also be found at http://www.ibscertifications.org/resource/pdf/ADA.pdf.

APPLYING FOR AN EXAMINATION
Register for the DICO-C examination via the IBSC website at [http://www.IBSCertifications.org](http://www.IBSCertifications.org) or by contacting the IBSC office at +1 (770) 978-4400. After your completed registration and fees have been submitted and approved, you will receive an electronic notice confirming your eligibility to take the examination. A testing confirmation number will be issued along with instructions how to schedule your exam.

**SCHEDULING AN EXAMINATION**

Check the [http://www.IBSCertifications.org](http://www.IBSCertifications.org) website for scheduled paper-pencil (PBT) or on-site Mobile Exam Delivery (MED) examinations. Computer based (CBT) and remote proctor testing (RPT) examinations can be scheduled at [www.Prometric.com/IBSC](http://www.Prometric.com/IBSC). Follow the simple step-by-step instructions to register for your examination.

**EXAMINATION LOCATIONS**

The IBSC offers our entire family of examinations including CP-C®, CCP-C®, DICO-C®, FP-C®, MTSP-C®, TP-C®, TR-C® and DICO-C exam at conferences, colleges, and public facilities around the world.

CBT examinations are administered at Prometric Assessment Centers geographically distributed throughout the world. RPT options are based on location, computer accessibility, and internet connectivity. Assessment Center locations and RPT specifications can be found at [ProScheduler](http://www.IBSCertifications.org).

**CHANGED, MISSED, OR CANCELLED APPOINTMENTS**

For paper-pencil (PBT) and on-site Mobile Exam Delivery (MED) examinations, contact the IBSC Office at +1 (770) 978-4400 or help@IBSC.org.

For CBT or RPT examinations, you must change or cancel your examination appointment date in the [Prometric scheduling portal](http://www.IBSCertifications.org) or by calling Prometric at 800-462-8669. The following rules apply:

- More than thirty (30) days from your appointment date – no change fees apply.
- Twenty-nine (29) to five (5) days prior to your appointment date – a $100 rescheduling or cancellation fee applies.

If four (4) or less days prior to your appointment – you must:

- **FIRST**, CANCEL YOUR APPOINTMENT ON-LINE WITH PROMETRIC.
- Then contact the IBSC at +1 (770) 978-4400 to reschedule – you must cancel with Prometric prior to contacting the IBSC.
- A $100 rescheduling or cancellation fee applies.

You will forfeit your examination registration and all fees paid to take the examination under the following circumstances.

- You arrive after the examination start-time for a pencil-paper examination appointment.
- You are more than 15 minutes late from the start of the exam.
- You fail to report for an examination appointment.

A new, complete registration and all examination fees are required if you chose to reapply for any examination.

The DICO-C certification examination fees cannot be exchanged for any other IBSC sponsored examination. Fees are not refundable.

All examination candidates will adhere to the IBSC rules and acknowledge that the IBSC has a disciplinary process that affords everyone due process. Exam fees are non-refundable and do not expire.

All examination candidates will adhere to the IBSC rules and acknowledge that the IBSC has a disciplinary process that affords everyone due process.

**UNSCHEDULED CANDIDATES (WALK-INS) ARE NOT ADMITTED TO ANY IBSC EXAMINATION.**

**PREPARING FOR THE EXAMINATION**

The first step is to complete an approved application and provide your government issued identification. The
examination is designed to validate the unique knowledge and skills of the Certified Designated Infection Control Officer (DICO-C). Awareness of and competency with infection control management, disease transmission, vaccines, and immunizations are highly recommended to prepare you for being successful on the examination.

DICO-C EXAM CONTENT
The Certified Designated Infection Control Officer (DICO-C) Examination consists of 125 questions (100 scored and 25 non-scored pretest questions). The candidate is provided 2.5 hours to complete the examination. This examination is not meant to test entry-level knowledge, but rather to validate competency of those Emergency Responders providing services beyond the roles of the routine emergency provider. The expectation for the Certified Designated Infection Control Officer (DICO-C) examination candidate is competency in infection control management, disease transmission, vaccines, and immunizations.

As you prepare for the examination, please consider there are a variety of mission profiles, working environments, and employer requirements related to the infection control officer profession. This examination tests the candidates’ overall knowledge of the principles of infection control management, disease transmission, vaccines, and immunizations. Just because your operation does not actually administer a vaccination, this does not mean you will not have questions related vaccination application. For example, if your program does not perform immunizations, you still need to understand this information for the examination. We have included a brief outline below of the topics and skills included in the exam. As you can see, most of these are beyond the scope of the average emergency responder. Though some topics addressed are within the emergency responder’s scope of practice, the exam questions will be related to infection control management, disease transmission, vaccines, and immunizations. The detailed content outline follows.

MAINTAINING YOUR CERTIFICATION
To maintain DICO-C certification the certificant must:
1. Retake the DICO-C certification examination.
2. Complete and submit 18 continuing education (CE) credits directly related to infection control and management.

Recertification is valid for a period of three (3) years.

DICO-C CONTENT OUTLINE (BLUEPRINT)

<table>
<thead>
<tr>
<th>TOPIC AREAS</th>
<th>% Items</th>
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<tbody>
<tr>
<td>LAWS APPLICABLE TO INFECTION CONTROL</td>
<td>15%</td>
</tr>
<tr>
<td>EXPOSURE CONTROL PLAN COMPONENTS FOR BLOODBORNE PATHOGENS, TB, AND OTHER AIRBORNE/DROPLET TRANSMITTED DISEASES</td>
<td>30%</td>
</tr>
<tr>
<td>RISKS FOR DISEASE TRANSMISSION</td>
<td>20%</td>
</tr>
<tr>
<td>VACCINES AND IMMUNIZATIONS</td>
<td>15%</td>
</tr>
<tr>
<td>POST-EXPOSURE MEDICAL CARE</td>
<td>20%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
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NOTE: Each test form includes 25 unscored pilot items in addition to the 100 scored items for a total of 125 items in a 2.5-hour test timeframe.
Detailed Content Outline

1. Laws Applicable to Infection Control
   a. OSHA Regulations and Compliance Directives
   b. OSH Act of 1970 General Duty Clause, Sections 5 (a) and (b)
   c. Ryan White Law
   d. HIPAA Privacy/Breach Notification Regulations
   e. State Laws (HIV testing/confidentiality, OSHA coverage, medical waste)
   f. Needlestick Safety and Prevention Act
   g. EPA Cleaning Solutions Regulations

2. Exposure Control Plan Components for Bloodborne Pathogens, TB, and other Airborne/Droplet Transmitted Diseases
   a. Identification of employees at risk / risk assessment
   b. Engineering and work practice controls
   c. Personal Protective Equipment
   d. Cleaning and Disinfection
   e. Medical Waste Management
   f. Vaccines and Immunizations
   g. Information and Training
   h. Post-exposure follow-up
   i. Recordkeeping
   j. Compliance Monitoring
   k. Understanding the physician’s role
   l. Work Restriction Guidelines

3. Risks for Disease Transmission
   a. Define bloodborne exposures
   b. Understanding what constitutes a bloodborne exposure
   c. Identify OPIM (other potentially infectious materials)
   d. Identify non-risk body fluids for bloodborne diseases
   e. Bloodborne Diseases (HIV, hepatitis B, hepatitis C, syphilis, Ebola)
   f. Airborne and Droplet Transmitted Diseases (tuberculosis, measles, chickenpox, mumps, rubella, meningitis, etc.)
   g. MDRO – Multi-Drug Resistant Organisms
   h. Other Diseases/Risks to include vector-borne illnesses (West Nile, Zika, scabies, bed bugs, Hepatitis A, e-coli, A strep, etc.)

4. Vaccines and Immunizations
   a. Hepatitis B
   b. Influenza
   c. Measles/Mumps/Rubella
   d. Chickenpox (Varicella) Vaccine
   e. TDAP Booster
   f. TB Testing
   g. Shingles
   h. Hepatitis A

5. Post-Exposure Medical Care
   a. Bloodborne Diseases
   b. Airborne and Droplet Diseases
   c. Other Diseases

END OF DETAILED CONTENT OUTLINE
**DICO-C SAMPLE QUESTIONS**

**Question 1**
There is an exposure (needlestick) reported to the medical facility. You find that they did not test the source patient as per your request. The patient is discharged and the hospital states that no blood was drawn on the patient that could be tested. Hospital later calls that they found blood drawn on the source patient and that it tested positive for HCV. What is your follow up?

A. Thank the medical facility for advising you of the blood work results and begin follow up on the exposure employee  
B. Ask if the medical facility has performed viral load testing on the source patient’s blood.  
C. Ask for the results of viral load testing on the source person’s blood. Write up the events for the record.  
D. After receipt of viral load test results on the source person, have a baseline drawn on the exposure employee. Write up the events for the record. Schedule a meeting with the ED staff to review the event.

**Question 2**
An employee sustains an exposure and you request source patient testing. The ED physician refuses to do the testing. You present the Ryan White Law, the State Testing Law and the OSHA regulation and the physician still refuses to do the source patient testing. What is your course of action?

A. The physician has the final say on exposure testing  
B. Advise that medical facilities need to comply with the CDC Guidelines for post exposure  
C. Advise the physician that OSHA is enforcing the CDC post exposure guidelines. The Ryan White Care Act, Part G states that the medical examiner is responsible for source patient testing and that you the DICO will arrange for that testing. Testing for the employee is placed on hold until the source patient results are obtained  
D. Request the medical examiner test the deceased patient’s blood to comply with the Ryan White Care Act, Part G. Rapid testing is performed on the deceased person. Results are called to the DICO. Based on the results, determination is made regarding testing the exposed employee

**Question 3**
There is an exposure involving a deceased patient. The medical facility will no longer accept deceased patients. Instead, the medical facility follows up the exposed employee as source unknown. Your course of action

A. Advise the facility that the exposed employee does not need any testing or follow up at this time  
B. Advise that medical facilities need to comply with the CDC Guidelines for post exposure  
C. Advise the physician that OSHA is enforcing the CDC post exposure guidelines. The Ryan White Care Act, Part G states that the medical examiner is responsible for source patient testing and that you the DICO will arrange for that testing. Testing for the employee is placed on hold until the source patient results are obtained  
D. Request the medical examiner test the deceased patient’s blood to comply with the Ryan White Care Act, Part G. Rapid testing is performed on the deceased person. Results are called to the DICO. Based on the results, determination is made regarding testing the exposed employee

**Question 4**
The medical facility calls and states that an EMS student needs to have a Varicella titer to show proof of immunity before being permitted to do clinical rotation. A titer is performed and is positive. The program Director for the Medical facility states that the student must have vaccine and vaccine is administered to the EMS student. The students arm becomes painful and swollen - What is your course of action?

A. Notify the medical facility program director of the reaction  
B. Notify the Program Director of the reaction, ask why vaccine was administered when there was a positive titer report, document the incident  
C. Notify the Program Director of the reaction, ask why vaccine was administered when there was a positive titer report, document the incident, call a meeting with the Program Director and Medical facility Risk Management  
D. Notify Program Director of the reaction, ask why vaccine was administered when there was a positive titer report, document the incident, call a meeting with the Program Director and Medical facility Risk Management, decline to pay the bill
ON THE DAY OF YOUR EXAMINATION
On the day of your examination appointment:
For CBT testing, report to the Prometric Assessment Center no later than your scheduled testing time. Once you enter the Assessment Center, look for the signs indicating Prometric Assessment Center Check-In. **IF YOU ARRIVE MORE THAN 15 MINUTES AFTER THE SCHEDULED TESTING TIME YOU WILL NOT BE ADMITTED.**

To gain admission to the Assessment Center, you must present acceptable photo identification. Identification must be valid and include your current name, signature, and photo.

Acceptable forms of primary identification include photo ID’s such as a current:
1. driver’s license
2. gov’t issued identification card
3. passport
4. military identification card

You are prohibited from misrepresenting your identity or falsifying information to obtain admission to the Assessment Center.

YOU MUST HAVE PROPER IDENTIFICATION TO GAIN ADMISSION TO THE ASSESSMENT CENTER.

The following security procedures apply during the examination:
- Examinations are proprietary. No cameras, notes, tape recorders, personal electronic devices, pagers, or cellular phones are allowed in the testing room
- No guests, visitors or family members are allowed in the testing room or reception areas
- All personal items will be placed in a locker and will not be accessible during the examination
- For RPT testing – Ensure your computer and internet connectivity meets the requirements outlined in your confirmation letter at [https://rpcandidate.prometric.com/Home/SystemCheck](https://rpcandidate.prometric.com/Home/SystmCheck)

Sign into the ProProctor portal at least 15 minutes prior to your scheduled appointment time at [https://rpcandidate.prometric.com/](https://rpcandidate.prometric.com/)

When logging into the ProProctor process, be prepared to show acceptable photo identification. Identification must be valid and include your current name, signature, and photo.

Acceptable forms of primary identification include photo ID’s such as a current:
1. driver’s license
2. gov’t issued identification card
3. passport
4. military identification card

You are prohibited from misrepresenting your identity or falsifying information to obtain admission to the Assessment Center.

SECURITY
IBSC and Prometric maintain examination administration and security standards that are designed to assure all candidates are provided the same opportunity to demonstrate their abilities. Each Prometric Assessment Center is continuously monitored by audio and video surveillance equipment for security purposes. Candidates may be subjected to a metal detection scan upon entering the examination room.

During CBT and RPT testing the computer monitors the time you spend on the examination. The examination will terminate if you exceed the time limit. A digital clock – located at the top of the screen – indicates the time remaining for you to complete the examination.

Only one question is presented at a time. The question number appears on the left portion of the screen. The entire question appears on-screen (i.e., stem and four options labeled – A, B, C and D). **Indicate your choice by either entering the letter of the option you think is correct (A, B, C or D) or clicking on the option using the mouse.** Your answer appears in the highlighted window below the question. To change your answer, enter a different option by clicking on the option
using the mouse. You may change your answer as many times as you wish during the examination time limit.

To move to the next question, click on the next button in the lower right portion of the screen. This action will move you forward through the examination question by question. If you wish to review any question or questions, click the back button.

The “gear” icon on the bottom left of the screen allows you to change the color of the pages.

You may leave a question unanswered and return to it later. The “question mark” icon on the bottom of the page will return you to the overall instruction page. To return to the exam, click the "continue exam" icon on the bottom of the page.

You may flag questions for later review by clicking the “flag” button at the bottom of the page.

You can eliminate answers by using the “strike-through” feature by right clicking on the mouse. To remove the “strike-through” right click again.

All unanswered and flagged questions will be noted on the left side of the screen – next to the actual question number. This will provide a list of flagged and unanswered questions. When you have completed the examination, you will be prompted several times to exit and finish the examination. Be sure to answer each question before ending the examination. There is no penalty for guessing.

For paper-pencil examinations, the candidate will be required to complete the following:
- manually complete the bubble sheet – pencils will be provided
- ensure all answers are properly marked
- when changing answers, ensure all improper marks are properly erased
- provide exam feedback as needed

A simple calculator will be provided.

In the event of inclement weather or unforeseen emergencies on the day of an examination Prometric will determine whether circumstances warrant the cancellation, and subsequent rescheduling, of an examination. The examination will usually not be rescheduled if the Assessment Center personnel are able to open the Assessment Center.

You may visit the Prometric website at www.Prometric.com/closures prior to the examination to determine if your Assessment Center has closed. Every attempt is made to administer the examination as scheduled; however, should an examination be canceled at an Assessment Center, all scheduled candidates will receive notification regarding rescheduling or reapplication procedures.

If power to an Assessment Center is temporarily interrupted during an administration, your examination will be restarted. The responses provided up to the point of interruption will be intact, but for security reasons the questions will be scrambled.

EXAMINATION RESTRICTIONS
- Pencils will be provided during check-in.
- Possession of a cellular phone or other electronic devices (including smart watches) is strictly prohibited and will result in dismissal from the examination.
- You will be provided with a wipe-off board and marker to use during the examination. You may make any notes on the wipe-off board once the testing period starts. You must erase and return the wipe-off board to the Assessment Center staff at the completion of testing, or you will not receive a score report. No documents or notes of any kind may be removed from the Assessment Center.
- No questions concerning the content of the examination may be asked during the examination.
- Eating, drinking, or smoking will not be permitted in the Assessment Center.
- You may take a break whenever you wish, but you will not be allowed additional time to make up for time lost during breaks.

INCLEMENT WEATHER OR EMERGENCIES
MISCONDUCT
If you engage in any of the following conduct during the examination, you may be dismissed, and your scores will not be reported. Examination fees will be forfeited. Examples of misconduct include:

• creating a disturbance, becoming abusive, or otherwise uncooperative;
• display and/or use electronic communications equipment such as pagers, cellular phones, personal electronic device;
• talk or participate in conversation with other examination candidates;
• give or receive help or is suspected of doing so;
• leave the Assessment Center during the administration;
• attempt to record examination questions or make notes;
• attempt to take the examination for someone else; or
• are observed with notes, books, or other aids.

Violation of any of the above provisions results in dismissal from the examination session. The candidate’s score on the examination is voided and examination fees are not refunded. Evidence of misconduct is reviewed to determine whether the candidate will be allowed to reapply for examination. If re-examination is granted, a complete application and fee are required to reapply.

FOLLOWING THE EXAMINATION
FOR COMPUTER BASED, MED Box, and LIVE REMOTE PROCTOR TESTING: After you finish the examination, you will be asked to complete a short evaluation of your testing experience. Score reports will be sent to the candidate’s e-mail within twenty-four hours of the examination.

FOR PAPER-PENCIL TESTING: After you finish the examination, you will return all materials to the examination proctor in the envelopes provided. Score reports will be e-mailed to the e-mail used when registering, within thirty (30) days from the examination date.

SCORE REPORTING
To pass the DICO-C examination, your score must equal or exceed the established passing score using standard-setting techniques that follow best practices within the testing industry.

The passing standard for the DICO-C certification exam is established by a designated IBSC and NAPSICO approved Subspecialty Board, Test Committee, and Subject Matter Expert Group. Members of these groups are nationally recognized specialists whose combined expertise encompasses the breadth of clinical knowledge in the specialty area. Members include educators, managers, and providers, incorporating the perspectives of both the education and practice environments. In setting the passing standard, the committee considers many factors, including relevant changes to the knowledge base of the field as well as changes in the characteristics of minimally qualified candidates for certification.

The passing standard for the DICO-C exam is based on a specified level of mastery of content in the specialty area. Therefore, no predetermined percentage of examinees will pass or fail the exam. The committee sets a content-based standard, using the modified-Angoff method.

The IBSC does not provide the passing candidate with a raw score nor a breakdown of the examination score by topic area. Exam results are reported pass/fail. If you did not pass the exam, you will receive an examination report indicating subject areas of relative strength and weakness. The diagnostic report can assist you if you decide to retake the exam. This change is necessary to endorse the philosophy that certification is the goal and that the raw score number beyond the passing score does not matter.

The domain scores on the score report is not used to determine pass-fail decision outcomes. They are only provided to offer a general indication regarding your performance in each domain. The examination is designed to provide a consistent and precise determination of your overall performance and is not designed to provide
complete information regarding your performance in each domain. You should remember that areas with a larger number of items will affect the overall score more than areas with a fewer number of items. The precision and consistency of scores diminishes with fewer items, and therefore, sub-scores should be interpreted with caution, especially those that correspond to domains with very few items.

Numeric scores are not provided for examinees who pass the DICO-C examination to ensure the scores are not used for purposes other than licensure and certification. For example, numeric scores should not be used for hiring and promotion decisions because the IBSC exams are not designed for these purposes.

WHEN YOU PASS THE EXAMINATION
When you pass the examination, your score report will state “pass” without a score breakdown. You will receive a certificate and wallet card within 8 weeks. Your certification is valid for a three-year period.

IF YOU DO NOT PASS THE EXAMINATION
Should you fail the examination, additional detail is provided in the form of raw scores by major content category. A raw score is the number of questions you answered correctly. As an example, in domain “A”, the score of 7/12 means you correctly answered 7 of the 12 questions. Providing this data allows the candidate to direct their review and study material to address those domains in which you were not successful. You may retake the examination after 30 days. The retesting process is outlined at http://www.ibscertifications.org/resource/pdf/Retesting%20Policy.pdf

SCORES CANCELLED BY THE IBSC OR PROMETRIC
IBSC and Prometric are responsible for the integrity of the scores they report. On occasion, occurrences, such as computer malfunction or misconduct by a candidate, may cause a score to be suspect. IBSC and Prometric are committed to rectifying such discrepancies as expeditiously as possible. Examination results may be cancelled if, upon investigation, a violation or discrepancy is discovered.