



Transitional NCLEX® Examination Candidate Bulletin For Canadian NCLEX Candidates

The Transitional NCLEX® Candidate Bulletin contains information for Canadian candidates creating a registration for the NCLEX between November 3, 2014 and December 31, 2014. Canadian NCLEX candidates registering during this time will be scheduling appointments for after January 5, 2015. The 2015 NCLEX Candidate Bulletin will be available in December 2014. Additional information is available at www.ncsbn.org

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EXAMINATIONS

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Contact Pearson VUE for questions regarding:

- Registering to take the NCLEX
- Methods of payment
- Authorization to Test (ATT) Email
- Scheduling/rescheduling an exam appointment
- Acceptable forms of identification
- Comments about the test center

Visit: NCLEX Candidate website, www.pearsonvue.com/nclex

Call: NCLEX Candidate Services (Pearson VUE)

United States and Canada – Call (toll-free) 1.866.49NCLEX (1.866.496.2539), Monday – Friday, 7 am to 7 pm, Central Standard Time.

Asia Pacific Region – Call NCLEX Candidate Services at (pay number) +852 3077 4923, Monday – Friday, 9 am to 6 pm, Hong Kong Time.

Europe, Middle East, Africa – Call NCLEX Candidate Services, at (pay number) +44.161.855.7445, Monday – Friday, 09:00 to 18:00, Central European Time.

India – Call NCLEX Candidate Services at (pay number) 91.120.439.7837, Monday – Friday, 9 am to 6 pm, Indian Standard Time.

All other countries not listed above – Call (pay number) 1.952.905.7403, Monday – Friday, 7 am to 7 pm, Central Standard Time.

Candidates with hearing impairments who use a Telecommunications Device for the Deaf (TDD) – Call the U.S.A. Relay Service at (toll-free) 1.800.627.3529 or the Canada & International Inbound relay service at (pay number) 605.224.1837. These services are available 24 hours a day, seven days a week.

Write: NCLEX Examination Program
Pearson Professional Testing
5601 Green Valley Drive
Bloomington, MN 55437-1099

Email: pvamericascustomerservice@pearson.com

Contact the National Council of State Boards of Nursing, Inc. (NCSBN) for questions regarding:

- NCLEX development
- General NCLEX information
- General questions/inquiries relating to examination administration

Visit: NCSBN website, www.ncsbn.org

Write: National Council of State Boards of Nursing, Inc.
Examinations Department
111 E. Wacker Drive, Suite 2900
Chicago, Illinois 60601-4277

Call Examinations Department: 866.293.9600

Fax Examinations Department: 312.279.1036

Email: nclexinfo@ncsbn.org

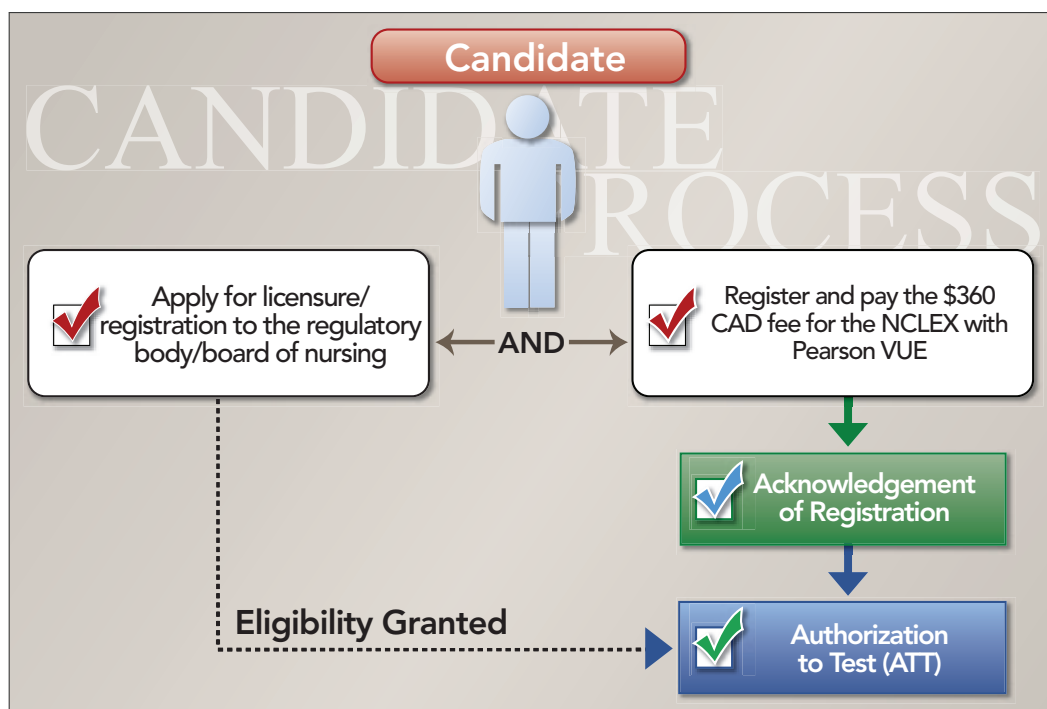
Contact your regulatory body for questions regarding:

- Licensure/Registration
- Regulatory body licensure/registration application
- Name or address changes
- Name corrections on your ATT email
- Endorsement

Write or call your regulatory body. Links to most Canadian regulatory bodies' websites and contact information are available on the **NCSBN website** under **Associate Members**. Visit the **Association of Registered Nurses of Prince Edward Island**, **Nurses Association of New Brunswick** or **Registered Nurses Association of Northwest Territories and Nunavut** websites for information specific to these regulatory bodies.

Examination results are sent to you by your regulatory body. Wait a minimum of six weeks following your examination for your results to arrive.

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PURPOSE OF THIS BULLETIN

The purpose of the Transitional NCLEX Candidate Bulletin for Canadian Candidates is to provide interim information for candidates seeking licensure/registration in Canada and who will be registering for the NCLEX with Pearson VUE between November 3, 2014 and December 31, 2014. Canadian candidates registering during this period will be able to schedule appointments for on or after January 5, 2014. Please note that most of the information contained within this bulletin is consistent with the information provided in the yearly NCLEX Candidate Bulletin which applies to **all** NCLEX candidates seeking licensure/registration in the United States and Canada. Information and processes that apply to Canadian NCLEX candidates have been included in this version of the bulletin.

The 2015 NCLEX Candidate Bulletin will be made available in December 2014 and will include the information applicable to **all** candidates taking the NCLEX in 2015.

PROGRAM OVERVIEW

In April 1994, nurse licensure candidates began taking the National Council Licensure Examination (NCLEX®) on computers at test centers located across the United States (U.S.) and select international sites. The change to computerized adaptive testing (CAT) for the nurse licensure examination came about as a result of a decision made in August 1991 by the National Council of State Boards of Nursing (NCSBN®). The NCLEX is only provided in the CAT format.

The NCLEX is given on a computer. You are not expected to know how to use a computer before you take the examination. There will be a tutorial at the beginning of the examination that will instruct you on the use of the mouse and how to record an answer. An on-screen calculator will be available during the examination. The majority of NCLEX items are multiple-choice but there are other formats as well. **All item types are scored as either right or wrong. There is no "partial credit."**

The NCLEX is designed to test knowledge, skills and abilities essential to the safe and effective practice of nursing at the entry level. The NCLEX-RN® is a variable length, computerized, adaptive test. The NCLEX is not offered in paper-and-pencil or oral examination formats.

The **NCLEX-RN** examination can be anywhere from 75 to 265 items. Of these items, 15 are pretest items that are not scored. Regardless of the number of items administered, the time limit for this examination is six hours.

It is important to note that the time allotted for the examination includes the tutorial, the sample items, all breaks (restroom, stretching, etc.) and the examination. All breaks are optional.

NCLEX results are an important component used by regulatory bodies to make decisions about licensure/registration. **Only regulatory bodies can release NCLEX results to candidates.**

REGISTRATION PROCESS OVERVIEW

1. Submit an application for licensure/registration to the regulatory body where you wish to be licensed/registered.
2. Meet all of the regulatory body's eligibility requirements to take the NCLEX.
3. Register for the NCLEX with Pearson VUE.
4. Receive NCLEX Registration Acknowledgement email from Pearson VUE.
5. The regulatory body makes you eligible in the Pearson VUE system.
6. Receive Authorization to Test (ATT) email from Pearson VUE.
7. Schedule your exam with Pearson VUE.

Please note that all correspondence from Pearson VUE will arrive **only** by email.

If more than two weeks have passed since you have submitted a registration for the NCLEX and received acknowledgement from Pearson VUE, and you have not received an ATT email, please call Pearson VUE NCLEX Candidate Services at the appropriate number listed on Page 1 of this bulletin.

For educational program code information, please reference the Pearson VUE website at www.pearsonvue.com/nclex. If the code for your program is not listed, please contact your regulatory body.

TEST FEES AND POLICIES

Fees

The fee for taking the NCLEX is \$360 CAD. You will also have to pay other licensure/registration fees required by the regulatory body in the jurisdiction in which you are applying (contact your regulatory body for information about licensure/registration fees). If you choose to schedule your NCLEX at a test center outside of the mainland U.S. and Canada, you will have to pay an additional international scheduling fee of \$150 CAD, and where applicable, a Value Added Tax (VAT). The international scheduling fee will be charged when you schedule your examination appointment.

After registering, candidates who want to change the regulatory body where licensure/registration was requested or the examination language requested will be required to pay a \$50 CAD change fee. Please call Pearson VUE at the appropriate number listed on Page 1 of this bulletin to request a change and pay the \$50 CAD fee. **Changes to the regulatory body or examination language cannot be made after receiving eligibility from the regulatory body.**

No Refunds

There will be no refund of NCLEX registration fees (telephone or via the Internet) for any reason, including, but not limited to:

- Duplicate Registrations
- Failure to reschedule and/or cancel your exam appointment outside of 24 business hours
- Failure to appear for your appointment

Do not submit another registration and fee before calling. If you decide to submit an additional registration, first stop payment on the original payment, verify the stop-payment was processed, then contact Pearson VUE at the appropriate number listed on Page 1 of this bulletin.

Additionally, there will be no refund of the \$150 CAD international scheduling fee or VAT for any reason.

Failure to Pay

A candidate may not take the NCLEX if the registration fee has been stopped either by the candidate or a financial institution. If payment is stopped after the candidate takes the examination, NCSBN and the regulatory bodies reserve the right to hold and/or cancel the candidate's result.

Registration Time Limit

All NCLEX registrations will remain open for a 365-day time period during which a regulatory body can determine a candidate's eligibility. This time period begins when the regulatory body receives the candidate's registration from the test service. Once a candidate is made eligible, he or she must test within the validity dates printed on the ATT.

Candidates who are not made eligible or are denied eligibility by their regulatory body within the 365-day time period will forfeit their registration, including the registration fee. Candidates who wish to take the NCLEX will need to reregister and pay another examination fee. You must wait until your current registration expires before reregistering. A candidate may not have two NCLEX registrations open at the same time.

1. Submit an application for licensure/registration to the regulatory body where you wish to be licensed/registered. Be sure to meet that regulatory body's application deadline.
2. Register for the NCLEX using one of the following methods:

INTERNET REGISTRATION

Visit the NCLEX Candidate website (www.pearsonvue.com/nclex) to register.

You can pay for your registration by credit, debit, or prepaid card, using one of the following: VISA, MasterCard or American Express. Have your card ready when you begin your registration.

An email address is required when registering via the web.

TELEPHONE REGISTRATION

Call Pearson VUE NCLEX Candidate Services at one of the numbers listed on Page 1 of this bulletin.

- An email address is required when registering over the phone.
- You can pay using a valid VISA, MasterCard or American Express credit, debit, or prepaid card.
- Have your card ready when you make your telephone call. You must provide the name shown on the card, the card number and the expiration date.

THIRD-PARTY PAYMENTS

Nursing schools, agencies or employers may register and administratively pay for the NCLEX on behalf of the candidate.

Visit www.pearsonvue.com/nclex and complete a registration for the candidate or call Pearson VUE NCLEX Candidate Services at one of the numbers listed on Page 1 of this bulletin. Third party payments may be paid for by credit, debit, or prepaid card using one of the following: Visa, MasterCard or American Express.

TESTING ACCOMMODATIONS

Testing accommodations for otherwise qualified candidates can be provided only with the authorization of your regulatory body.

- Request information from your regulatory body concerning its requirements for receiving testing accommodations. This should be done before submitting your NCLEX registration.
- Make a request for accommodations to your regulatory body. Your request must comply with requirements established by your regulatory body for candidates requesting testing accommodations.
- Send your request to your regulatory body as early as possible so that, if approved, the testing accommodations can be made in a timely manner.

Do not schedule an appointment to take the NCLEX until you have received written confirmation of your accommodations and your ATT email indicating "Accommodations Granted."

Candidates approved for testing with accommodations must schedule their testing appointment through the NCLEX Accommodations Coordinator by calling Pearson VUE NCLEX Candidate Services at the telephone number listed on their ATT and asking for the NCLEX Accommodations Coordinator. Candidates with accommodations cannot cancel their accommodations at the time of their appointment.

Candidates who seek to test with accommodations **cannot** schedule their appointments through the NCLEX Candidate website.

AUTHORIZATION TO TEST (ATT)

After your regulatory body declares you eligible, you will receive your ATT email.

You must have your ATT to schedule an appointment to take the NCLEX. If the name on your ID does not match exactly the name you provided when registering (as listed on your ATT), you will not be admitted to the examination and will be required to reregister and pay another exam fee to take the examination.

- The ATT email contains your authorization number, candidate identification number and an expiration date.
- The ATT is valid for a period of time specified by the regulatory body (varies from 60 days to 365 days; however, the average length of an ATT is 90 days).
- Once the regulatory body declares you eligible to test and your ATT is issued by email, you must test within the validity dates of your ATT.
- **The ATT validity dates cannot be extended for any reason. If you do not test within these dates you will have to reregister and pay another examination fee.**

YOUR EXAM APPOINTMENT

Test centers may fill up quickly because of high volumes and previously scheduled special events. Waiting to schedule your testing appointment may significantly limit the selection of dates from which you can choose to schedule. Additionally, if you wait until your ATT is close to expiring, test centers may not be able to seat you prior to its expiration. If this occurs, you will be required to reregister and pay another examination fee.

First-time test takers will be offered an appointment within 30 days of the call, or online attempt, to schedule an appointment; repeat candidates will be offered an appointment within 45 days. If you wish, you may decline the appointment offered and schedule later than the 30 or 45 days. Due to limited availability, appointments at temporary test centers (TTCs) may not be available within the 30 or 45 day window.

If you fail to arrive for your examination appointment or fail to reschedule/unschedule without giving the appropriate notice (as outlined on page 6), you will forfeit your examination fee (and international scheduling fee if applicable) and your ATT will be invalidated. You will be required to reregister and pay another examination fee. Your failure to take the examination will be reflected in your registration as an incident report which will be viewable by your regulatory body.

Pearson VUE will not be held responsible for expenses incurred beyond the cost of the exam, including but not limited to travel expenses and lost wages on the day of the exam.

DOMESTIC SCHEDULING

You may take the examination at any NCLEX approved test center within Canada or any PPC within the U.S.* You can find test center locations and addresses on the NCLEX Candidate website www.pearsonvue.com/nclex. NCLEX appointments are available year around at Pearson Professional Centers. In addition for Canadian candidates, some additional locations are available on a temporary basis. This schedule is available at www.pearsonvue.com/nclex.

Examination appointments at test centers in the mainland U.S. and Canada can be scheduled through the NCLEX Candidate website or by calling Pearson VUE NCLEX Candidate Services at one of the telephone numbers listed on Page 1 of this bulletin.

- If you are using the **NCLEX Candidate website** to schedule, you will be asked to supply your user ID and password, which is provided in your NCLEX Registration Acknowledgement email. You also will be asked your preference for date and time of testing at the test center of your choice.
- If you schedule via the **telephone**, you will be asked to supply your name and your ATT number, along with other information to verify your identity. You also will be asked your preference for date and time of testing at the test center of your choice.
- If your first-choice date or time is unavailable, you will be offered an alternative as close to your first choice as possible.
- A **Confirmation of Appointment** email will be sent to you from Pearson VUE which will contain the date, time and location of your appointment along with directions to the test center. Verify that all the information is correct. Call or go online to check that your appointment has been scheduled or rescheduled if you do not receive a confirmation. Contact Pearson VUE NCLEX Candidate Services immediately at one of the numbers listed on page 1 of this candidate bulletin to correct any errors to your appointment.

*test centers in Canada include Pearson Professional Centers (PPCs) and temporary test centers (TTCs)

INTERNATIONAL SCHEDULING

If you choose to schedule your examination at a test center outside of the mainland U.S. or Canada, you will be charged an additional, non-refundable scheduling fee of \$150 CAD. If applicable, a Value Added Tax (VAT) may also be charged for this examination.

Please be aware that once you have an appointment at a test center outside of the mainland U.S. or Canada, if you decide to reschedule to a test center in the mainland U.S. or Canada, you will not receive a refund for the \$150 CAD scheduling fee.

Please also be aware that the list of available test centers outside of the mainland U.S. or Canada is subject to change without prior notice. You will be notified in the event that the test center at which you are scheduled to take your examination becomes unavailable. You may reschedule the examination at another available test center. If, under these circumstances, you choose to reschedule the examination at a test center in the mainland U.S. or Canada, your \$150 CAD scheduling fee will be refunded.

CHANGING YOUR APPOINTMENT

If you need to change your appointment date, time or location, you may go to the NCLEX Candidate website (www.pearsonvue.com/nclex) or call Pearson VUE NCLEX Candidate Services **one full business day (24 hours) before the scheduled exam date and time** as described below:

For examinations scheduled on **Tuesday, Wednesday, Thursday** or **Friday**, call at least 24 hours prior to the day and time of your appointment, local standard time.

For examinations scheduled on **Saturday, Sunday** or **Monday**, call no later than Friday at least 24 hours in advance of your appointment time, local standard time.

Candidates with appointments at test centers outside of the mainland U.S. or Canada must call Pearson VUE NCLEX Candidate Services to change their appointment. Candidates who have appointments at a test center outside of the mainland U.S. or Canada may reschedule to another test center outside of the mainland U.S. or Canada without forfeiting their \$150 CAD scheduling fee. If you choose to reschedule your examination to a test center within the mainland U.S. or Canada, you will forfeit your \$150 CAD fee.

If you have an appointment at one of the test centers in the mainland U.S. or Canada and choose to reschedule to a test center outside of the mainland U.S. or Canada, you will be charged a non-refundable \$150 CAD scheduling fee and any applicable Value Added Tax (VAT).

If you are a candidate receiving testing accommodations, ask for the NCLEX Accommodations Coordinator in order to change your appointment.

Leaving a message on an answering machine does not constitute giving the required notice for rescheduling or uncheduling your exam appointment. You must either reschedule or unschedule your appointment on the NCLEX Candidate website or by speaking with an agent at Pearson VUE NCLEX Candidate Services and receive a confirmation of uncheduled/rescheduled appointment email.

PERSONAL IDENTIFICATION REQUIREMENTS

Because of the importance of the NCLEX, several security measures will be enforced during the administration of the examination. Strict candidate identification requirements have been established.

When you arrive at the test center, you will be required to present one form of acceptable identification. Your identification must match exactly the name you provided when registering. If your acceptable ID does not match exactly the name you registered with you will be turned away and will be required to reregister and pay another examination fee. If you paid the additional international scheduling fee of \$150 CAD, that will be forfeited as well.

Acceptable Forms Of Identification

The **only** acceptable forms of identification for test centers within the mainland U.S. and Canada are:

- Passport books and cards
- Driver's license
- Provincial/Territorial or state identification card
- Permanent residence card
- Military identification card

The only identifications acceptable for test centers outside of the mainland U.S. or Canada are:

- Passport books and cards

Temporary identification (examples include limited term IDs and any ID reading "temp" or "temporary") is only acceptable if it meets the required elements stated below.

All forms of identification listed above must be valid (non-expired) government-issued identification containing the following information:

- Name (in Roman characters)
- Photograph
- Signature

IDENTIFICATION FROM A U.S. SANCTIONED (EMBARGOED) COUNTRY

Due to U.S. trade restrictions, candidates who indicate that they live **in a sanctioned country** are unable to be admitted to sit for the NCLEX. This is a federal requirement by The Office of Foreign Assets Control (OFAC) of the U.S. Department of Treasury. For a list of countries on the U.S. economic and trade sanctions list visit www.ncsbn.org/1221.htm.

In order to be admitted to the NCLEX, candidates who hold a passport from a sanctioned country must also present proof of residency (government issued identification) from a non-sanctioned country. This only applies to candidates presenting a passport from a sanctioned country.

Please visit www.ncsbn.org/1221.htm for the most up-to-date information on the U.S. Sanctioned Countries Identification Policy.

YOUR NAME

The first and last name printed on your identification must match **exactly** the first and last name you registered with. If the name with which you have registered is different from the name on your identification, you must bring legal name change documentation with you to the test center on the day of your test. The only acceptable forms of legal documentation are: a marriage license, divorce decree and/or a court action legal name change document. All documents must be in Roman characters and must be the **original** documents. Candidates wishing to make a name change, address change or email address change must contact their regulatory body. This cannot be done at the test center. If the name on your identification does not match the name you registered with, you will be turned away and will have to reregister and pay another examination fee.

NCLEX CANDIDATE RULES

To ensure that all candidates' NCLEX results are earned under comparable conditions and represent fair and accurate measurement, it is necessary to maintain a standardized testing environment. To ensure a high level of security, you will be monitored at all times and recorded by both audio and video. The following regulations are designed to help ensure such an environment.

Below you will find the NCLEX Candidate Rules. Please note that if you do not follow the rules or the instructions of the test administrator (TA), your examination result may be withheld or cancelled, your examination fee may not be refunded and NCSBN and your regulatory body may take other action, up to and including license revocation and criminal prosecution.

Personal Items

- All personal items must be stored in your lockable space provided
- Pearson VUE is not responsible for lost, stolen or misplaced items

The following personal items **may not be accessed** at all during your examination appointment (**including breaks**):

- Any educational, test preparation or study materials
- Cell/mobile/smart phones, pagers, jump drives, cameras or other electronic devices and weapons of any kind

At check-in, you are required to store your electronic devices (cell/mobile/smart phones, tablets, pagers or other electronic devices) in a sealable, plastic bag provided by Pearson VUE. If you refuse to store your electronic devices in the bag, you will not be allowed to test. You will also be required to reregister and pay another examination fee for any additional NCLEX appointments.

After the exam, you must return your unopened, Pearson VUE bag to the administration desk to be opened and examined by the Testing Administrator. Any tampering of the bag before check-out could result in an incident report.

The following personal items are **not allowed in the testing room**, but may be accessed while on break:

- Bags/purses/wallets/watches
- Coats/hats/scarves/gloves
- Medical aids/devices
- Food or drink, gum/candy
- Lip balm

For any questions regarding what you can and cannot access outside the testing room, ask the Test Administrator (TA).

Confidentiality

- You may not disclose or discuss with anyone, including instructors, information about the items or answers seen in your examination (this includes posting or discussing questions on the Internet and social media websites).
- You may not seek help from any other party in answering items (in person, by phone, text or by email) during your examination (including breaks).

Test Administration

- You may not take the examination for somebody else.
- You may not tamper with the computer or use it for any function other than taking the examination.
- You may not engage in disruptive behavior at any time while in the test center.
- The TA will provide you with an erasable note board and marker before you enter the testing room.
- You may not write on the note board until after the tutorial is complete. Any writing before or during the tutorial is considered “brain dumping” and will result in an incident report and results being placed on hold.
- A clean note board can be requested during your examination by **raising your hand**. The erasable note board and marker may not be removed from the testing room during the examination except by the TA, and these items must be returned to the TA after the examination.
- Writing on any materials other than the note board is considered brain dumping and will result in an incident report and results will be placed on hold.
- If you experience hardware or software problems during the examination, notify the TA immediately by **raising your hand**.
- Earplugs are available from the TA upon request; it is not acceptable to bring your own earplugs.

Break Procedures

- You will be given the opportunity to take a ‘scheduled’ break after approximately two hours, and again after approximately three and a half hours of examination testing time. Instructions will appear on your computer screen at the appropriate times.
- To request a break, or to exit the testing room for any other reason, **raise your hand** for the TA and wait to be escorted out of the testing room. A palm vein scan will be taken when you leave, and again when you re-enter the testing room. The TA will resume the exam for you upon your return. The exam clock will not stop while you are on a scheduled or unscheduled break.
- Exam data is encrypted and transferred electronically to your licensing board. Please refrain from asking the TA about exam content and/or results. If you have questions about the examination, please contact NCSBN.

GROUNDS FOR DISMISSAL OR CANCELLATION OF RESULTS

A candidate who violates the test center regulations or rules, or engages in irregular behavior, misconduct and/or does not follow the TA's warning to discontinue inappropriate behavior may be dismissed from the test center and their exam fee will not be refunded. Additionally, your exam result may be withheld or cancelled and your regulatory body may take other disciplinary action such as denial of a license/registration and/or disqualifying you from future registrations. Behaviors that are considered to constitute irregular behavior or misconduct include but are not limited to:

- Giving or receiving assistance of any kind.
- Using, accessing, or attempting to access any prohibited aids. Prohibited aids are any devices or materials that will be helpful in taking the NCLEX. Examples of aids that are prohibited are electronic devices (e.g. cell/mobile phones, PDAs, hand held computers, etc.), handheld calculators, conversion tables, dictionaries, etc.
- Attempting to take the examination for someone else.
- Bringing any NCLEX study aids (textbooks, notebooks, classroom notes, etc.) to the testing center or accessing or attempting to access such study materials at any time after the start of the examination administration, including break times.
- Failing to follow testing regulations or the instructions of the test administrator.
- Creating a disturbance of any kind.
- Copying, reconstructing or removing examination items and/or responses (in any format) or notes about the examination from the testing room or attempting to do the same.
- Tampering with the operation of the computer or attempting to use it for any function other than taking the examination.

CONFIDENTIALITY

Candidates should be aware and understand that the disclosure of examination items before, during, or after the examination is a violation of law. Violations of confidentiality and/or candidates' rules can result in criminal prosecution or civil liability and/or disciplinary actions by the regulatory body including the denial of licensure/registration. If you are aware of, or have observed an attempt to compromise the NCLEX process, please report it to the NCLEX Test Security group. Candidates may report any suspicious behavior in the following ways:

Call Pearson VUE at 1.866.496.2539, email Pearson VUE at pvtestsecurity@pearsonvue.com or go to www.pearsonvue.com/contact/security and complete the form.

TEST SECURITY

NCSBN strives to report results that accurately reflect the ability of each test taker. Accordingly, our standards and procedures for administering exams have two related goals: giving test-takers comparable opportunities to demonstrate their abilities and preventing any test-takers from gaining an unfair advantage over others. To promote these objectives, NCSBN reserves the right to cancel or withhold any test results when, in its judgment, a testing irregularity occurs; there is an apparent discrepancy in, or falsification of, a test-taker's identification; a test-taker engages in misconduct, irregular behavior, violates the candidate rules or otherwise breaches his/her Confidentiality Agreement; or the results are believed to be invalid for any other reason, notwithstanding the absence of any evidence of a candidate's personal involvement in irregular activities.

INVALID RESULTS

NCSBN may cancel or withhold a candidate's results if, in NCSBN's judgment, there is a basis to question the validity of the results for any reason, notwithstanding the absence of any evidence of a candidate's personal involvement in irregular activities. Evidence of invalid results may include, but are not limited to unusual answer patterns or unusual score increases from one exam to another. If a candidate's result is cancelled or invalidated without finding that the candidate engaged in irregular behavior, the candidate may appeal the decision and/or will be offered a free retest. An appeal is the candidate's exclusive means of redress with regard to NCSBN's decision to take this action.

The staff members at each test center follow designated procedures to ensure that the operation of the test center meets NCSBN criteria for standardized testing. The following are procedures that will be adhered to when you arrive at the test center for your NCLEX appointment.

CHECK-IN PROCESS

Plan to arrive at the test center at least 30 minutes **before** your scheduled testing time. If you arrive more than 30 minutes **after** your scheduled appointment, you may be required to forfeit your NCLEX appointment. Your failure to take the examination will be reflected in your registration as an incident report which will be viewable by your regulatory body.

- You will be required to present a valid acceptable ID.
- You will be asked to provide your digital signature, a palm vein scan, and you will have your photograph taken.
- Hats, scarves and coats may not be worn in the testing room or while your photograph is being taken. You will be asked to remove any large jewelry or other accessories before entering the testing room.
- You will be required to place all electronic devices in a Pearson VUE provided sealable bag to be stored in the lockable space provided for the duration of the examination appointment.
- Friends, relatives or children who accompany you to the test center are not allowed to wait in the test center while you take the examination.
- You will be required to leave your personal belongings outside the testing room. Secure storage will be provided, however, candidates are not allowed to access any of the prohibited personal items at any time during the exam, including breaks. Storage space is small, so candidates should plan appropriately. Test centers assume no responsibility for candidates' personal belongings.
- The TA will give you a short orientation and then will escort you to a computer terminal. You must remain in your seat during the examination, except when authorized to leave by test center staff. You may not change your computer terminal unless a TA directs you to do so.
- Please reference the Test Site Rules and Regulations listed on page 8 for additional information on the check-in process.

Raise your hand to notify the TA if you:

- Believe you have a problem with your computer.
- Need to change note boards.
- Need to take a break.
- Need the administrator for any reason.
- Have completed your exam.

BREAKS

- You will have up to six hours to complete the NCLEX-RN Examination; total examination time includes a short tutorial, two pre-programmed optional breaks and any unscheduled breaks you may take.
- The first optional break is offered after two hours of testing. The second optional break is offered after three and one half hours of testing.
- The computer will automatically tell you when these scheduled breaks begin.
- You must leave the testing room during both scheduled and unscheduled breaks.
- It is strongly advised that you not leave the test center during breaks.
- When you take a break, all personal items accessed (including purses, wallets, etc.) may be inspected by the TA.
- Any tampering of the electronic device bag provided at check-in will be reported. This could result in the cancellation of your examination results.
- You will be required to provide a palm vein scan before and after your break.

Candidates are not allowed to access any of the prohibited personal items during breaks (including but not limited to those listed on page 8).

All breaks count against testing time.

TECHNICAL ISSUES

Occasionally, technical problems may require rescheduling of a candidate's examination. If circumstances arise causing you to wait more than 30 minutes after your scheduled appointment time, or a restart delay lasts longer than 30 minutes, you will be given the choices of continuing to wait or rescheduling your appointment without an additional fee.

- If you choose to wait, you may change your mind at any time **prior** to beginning or restarting the examination.
- If you choose not to reschedule, but rather test after a delay, you will have no further recourse and your exam results will be considered valid.
- If you choose to reschedule your appointment or the problem causing the delay cannot be resolved, you will be allowed to test at a later date, at no additional charge. Every attempt will be made to contact candidates if technical problems are identified prior to a scheduled appointment. The original exam location may not be available for the rescheduled appointment. Every effort will be made to schedule you at the original location.

TESTING ENVIRONMENT

Test centers administer many types of examinations including some that require essay-type responses. Test centers have no control over noises made by candidates typing during another examination. Typing noise is considered a normal part of the computerized testing environment, just as the noise of turning pages is a normal part of the paper-and-pencil testing environment. Earplugs are available from the TA upon request. You may not bring your own earplugs.

WHEN THE EXAM IS FINISHED

After your examination is finished, you will be asked to complete a brief computer-delivered questionnaire about your testing experience. When you have finished the questionnaire, **raise your hand to summon the TA**. The TA will collect and inventory all note boards.

- If you have electronic devices in a Pearson VUE provided bag, you must take the bag to the TA to be inspected and opened. Removal of devices by the candidate will result in an incident report and could lead to the cancellation of your examination result.

The TA will dismiss you when all requirements are fulfilled.

If you believe there was an irregularity in the administration of your exam or the associated test conditions that you believe adversely affected the outcome of your examination, you should notify the proctor or TA before you leave the test center.

RESULTS REPORTING

For quality control purposes, every NCLEX is scored twice; once by the computer at the test center and then the result is verified after the examination record has been transmitted to Pearson VUE. Although the examination is scored as the candidate completes each item, **no results** are released at the test center. In fact, test center staff do not have access to the examination results.

Examination results are available **only** from the regulatory body and will be sent to candidates up to six weeks after taking the examination (this time period varies from regulatory body to regulatory body). **Do not call** Pearson VUE NCLEX Candidate Services, the test centers or NCSBN for examination results. If more than six weeks have passed and you have not received your results, contact your regulatory body.

CANDIDATE PERFORMANCE REPORT

When a candidate fails, the regulatory body sends the candidate a Candidate Performance Report (CPR). This report identifies the performance as failing, provides the number of items administered to the candidate, and a summary of the candidate's relative strengths and weaknesses based on the test plan. This CPR is intended for failing candidates to use to help guide their study before retaking the examination.

RETAKE POLICY

The NCSBN retake policy allows candidates to retake their exam 45 days after administration of the exam. This is unless the desired jurisdiction of licensure/registration only offers a limited number of attempts to pass the NCLEX. Candidates are encouraged to contact the regulatory body for their policy on NCLEX retakes.

SUBMITTING COMMENTS AND FURTHER QUESTIONS

You may ask the TA for a Confidential Comment Sheet to provide any information about your exam appointment to NCSBN, the test centers or Pearson VUE NCLEX Candidate Services.

If you have questions about your testing session, please contact NCSBN within two weeks of your exam appointment.

NCLEX CONTENT, TEST DEVELOPMENT AND TEST PLANS

EXAM CONTENT

The practice of nursing requires knowledge of the health needs of clients as well as an understanding of integrated processes fundamental to nursing practice. Client Needs are used as the framework for the RN test plan. The NCLEX-RN examination may include items written at various cognitive levels.^{1,2} The majority of items are written at the application or higher levels of cognitive ability. In general, if the age or age category of the client is not stated in an item, it can be understood that the client is an adult.

¹ Bloom, B.S. (ed). (1956). *Taxonomy of Educational Objectives: The Classification of Educational Goals, Handbook 1. Cognitive Domain*. New York: David McKay Co, Inc.

² Anderson, L.W., Krathwohl, D.R. (eds).(2001). *A taxonomy for learning, teaching and assessing. A revision of Bloom's taxonomy of educational objectives*. New York: AddisonWesley Longman, Inc.

DEVELOPING THE NCLEX

The NCLEX is developed using the following steps:

1. To determine the basis for safe and effective entry-level nursing practice, NCSBN conducts a practice analysis of entry-level nurses every three years. The legal scope of nursing practice and results of the practice analysis are used to develop an NCLEX test plan. Test plans, which outline the content categories and percentage of exam items allocated to the categories, reflect the job-related knowledge, skills and abilities required for safe and effective entry-level job performance.
2. Item writers are practicing nurses who write items that test entry-level nursing practice for the RN examination.
3. A second expert panel of practicing nurses then reviews the newly-written items. The second review is to ensure that each item reflects current entry-level nursing practice and that it is accurate.
4. All items used in an examination have been pretested and are shown to have met NCSBN statistical criteria before being used as operational (scored) items.

DEFINITIONS

Client = Individual, family or group which includes significant others and population.

Nursing Diagnosis = A classification of client needs and/or problems according to presumed natural relationships.

Prescription = Orders, interventions, remedies or treatments ordered or directed by an authorized health care provider.

Exhibit = Denotes a client chart or medical record type of item.

Additional information is available behind tabs listed on the screen. Click on a tab to review the additional information.

NCLEX TEST PLANS

The NCLEX-RN Test Plan is a document that describes the scope and content of the examination. The NCLEX Test Plans can be downloaded at no cost on the NCSBN website at: www.ncsbn.org/1287.htm.

OBTAINING THE DETAILED NCLEX TEST PLAN

A candidate version of the NCLEX-RN Detailed Test Plan can also be downloaded at no cost by accessing the NCSBN website at: www.ncsbn.org/1287.htm.

CLIENT NEEDS CATEGORIES COVERED ON THE NCLEX

Four major “Client Needs” categories organize the content of the *2013 NCLEX-RN® Test Plan*.

In the *2013 NCLEX-RN*, two of the categories are divided into a total of six subcategories. “Health Promotion and Maintenance” and “Psychosocial Integrity” do not have subcategories. The following processes are integrated into all “Client Needs” categories of the *RN Test Plan*: Nursing Process, Caring, Communication and Documentation, and Teaching and Learning.

For the <i>2013 NCLEX-RN Test Plan</i>	
NCLEX-RN Client Needs	Percentage of Items from each Category/ Subcategory
Safe and Effective Care Environment <ul style="list-style-type: none">• Management of Care• Safety and Infection Control	17-23% 9-15%
Health Promotion and Maintenance	6-12%
Psychosocial Integrity	6-12%
Physiological Integrity <ul style="list-style-type: none">• Basic Care and Comfort• Pharmacological and Parenteral Therapies• Reduction of Risk Potential• Physiological Adaptation	6-12% 12-18% 9-15% 11-17%

NCLEX PSYCHOMETRICS

COMPUTERIZED ADAPTIVE TESTING (CAT)

The NCLEX is different than a traditional pencil-and-paper examination. Typically, pencil-and-paper examinations administer the same items to every candidate, thus ensuring that the difficulty of the examination is the same across the board. Because the difficulty of the examination is constant, the percentage correct is the indicator of the candidate’s ability. One disadvantage of this approach is that it is inefficient. It requires the high ability candidates to answer all the easy items on the examination, which provides very little information about their ability. Another disadvantage is that guessing can artificially inflate the scores of low ability candidates, because they can answer these items correctly 25 percent of the time for reasons that have nothing to do with their ability. Instead, the NCLEX uses Computerized Adaptive Testing (CAT) to administer the items. CAT is able to produce exam results that are more stable using fewer items by targeting items to the candidate’s ability. The computer’s goal during the NCLEX is to determine the ability of the candidate in relation to the passing standard. Every time the candidate answers an item, the computer re-estimates the candidate’s ability. With each additional answered item, the ability estimate becomes more precise.

Each item that the candidate receives is selected from a large pool of items using three criteria:

1. The item is limited to the content area that will produce the best match to the test plan percentages. It is ensured that each candidate’s exam has enough questions from each content area to match the required test plan percentages.
2. An item is selected that the candidate is expected to find challenging. Based on the candidate’s answers up to that point and the difficulty of those items, the computer estimates the candidate’s ability and selects an item that the candidate should have a 50% chance of answering correctly. This way, the next item should not be too easy or too hard and the examination can get maximum information about the candidate’s ability from the item.
3. Excludes any item that a repeat candidate has seen in the last year.

PRETEST ITEMS

For CAT to work, the difficulty of each item must be known in advance. The degree of difficulty is determined by administering the items as pretest items to a large sample of NCLEX candidates. Because the difficulty of these pretest items is not known in advance, these items are not included when estimating the candidate's ability or making pass-fail decisions. When enough responses are collected, the pretest items are statistically analyzed and calibrated. If the pretest items meet the NCLEX statistical standards, they can be administered in future examinations as scored items.

NCLEX PASS OR FAIL DECISION RULES

The decision as to whether a candidate passes or fails the NCLEX-RN examination is governed by three different scenarios:

Scenario # 1: The 95% Confidence Interval Rule

This scenario is the most common for NCLEX candidates. The computer will stop administering items when it is 95% certain that the candidate's ability is either clearly above or clearly below the passing standard.

Scenario #2: Maximum-Length Exam

Some candidate's ability levels will be very close to the passing standard. When this is the case, the computer continues to administer questions until the maximum number of items is reached. At this point, the computer disregards the 95% confidence rule and considers only the final ability estimate:

- If the final ability estimate is above the passing standard, the candidate passes.
- If the final ability estimate is at or below the passing standard, the candidate fails.

Scenario #3: Run-Out-of-Time Rule (R.O.O.T.)

If a candidate runs out of time before reaching the maximum number of items and the computer has not determined with 95% certainty whether the candidate has passed or failed, an alternate criteria is used.

- If the candidate has not answered the minimum number of required items, the candidate automatically fails.
- If at least the minimum number of required items were answered, the computer looks at the last 60 ability estimates:
 - If the last 60 ability estimates were consistently above the passing standard, the candidate passes.
 - If the candidate's ability estimate drops below the passing standard even once over the last 60 items, the candidate fails.

This does not mean that the candidate must answer the last 60 items correctly. Each ability estimate is based upon all previous items answered.

ALTERNATE ITEM FORMATS

Candidates may be administered multiple-choice items as well as items written in alternate formats. These formats may include, but are not limited to: multiple response, fill-in-the-blank calculation, ordered response, and/or hot spots. All item types may include multimedia such as charts, tables, graphics, sound and video.

The short tutorial at the beginning of the examination will explain how to answer each of the alternate types of items. An online version of this tutorial can be found at www.pearsonvue.com/nclex.

THE PASSING STANDARD

The NCSBN Board of Directors reevaluates the NCLEX-RN passing standard once every three years. The criterion that the Board of Directors uses to set the standard is the minimum level of ability required for safe and effective entry-level nursing practice.

To assist the Board of Directors in making this decision, the Board is provided with information on: (1) the results of a standard setting exercise performed by a panel of experts with the assistance of professional psychometricians; (2) the historical record of the passing standard with summaries of the candidate performance associated with those standards; (3) the results of a standard setting survey sent to educators and employers; and (4) information describing the educational readiness of high school graduates who express an interest in nursing.

Once the passing standard is set, it is imposed uniformly on every exam record according to the procedures laid above. To pass the NCLEX, a candidate must perform above the passing standard. There is no fixed percentage of candidates that pass or fail each examination.

SIMILAR ITEMS

Occasionally, a candidate may receive an item that seems to be very similar to an item they received earlier in the examination. This could happen for a variety of reasons. For example, several items could be about similar symptoms, diseases, or disorders, yet address different phases of the nursing process. Alternatively, a pretest (unscored) item could be about content similar to an operational (scored) item. It is **incorrect** to assume that a second item, which is similar in content to a previously administered item, is administered because you answered the first item incorrectly. Always select the answer you believe to be correct for each item administered. All examinations conform to the NCLEX-RN Test Plan.

GUESSING

Rapid guessing can drastically lower your score. Some test preparation companies have realized that on certain paper-and-pencil tests, unanswered items are marked as wrong. To improve the candidate's score when they are running out of time, these companies sometimes advocate rapid guessing (perhaps without even reading the item) in the hope that the candidate will get at least a few items correct. On any adaptive test, this can be disastrous. It has the effect of giving the candidate easier items, which they also get wrong. The best advice is to: (1) maintain a reasonable pace (spending no more than one to two minutes on each item), and (2) carefully read and consider each item before answering.



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