

REx-PN[®] Candidate Registration Process Overview

2021 Virtual
REx-PN[®]
Conference



Jacklyn Currier
Operations Manager



Tim Connolly
Operations
Coordinator I



Thy Cao
Operations
Coordinator II

Objectives

- By the end of the session, participants will be able to:
 - Describe the candidate registration process
 - Application & Registration
 - Before the Exam
 - Exam Day
 - After the Exam
 - Navigate resources

Who's Who?



NCSBN®

Ensures the fair and secure delivery of the exam



Pearson VUE

Registers and schedules candidates

Administers NCSBN examinations according to policy and procedures



NRBs

Determine and provide candidate eligibility

Release examination results to candidates

Application & Registration

Two-Step Registration Process

**Step
1**

Apply with the
desired NRB

*Eligibility requirements
are determined by the
NRB*

**Step
2**

Complete
registration
with Pearson
VUE

Fees & Payments

Registration Fee

- \$350 CAD

International Scheduling Fee

- \$150 CAD (non-refundable)

Change nursing regulatory body AFTER registration fee

- \$50 CAD

Change exam language

- \$50 CAD

Refund Policy

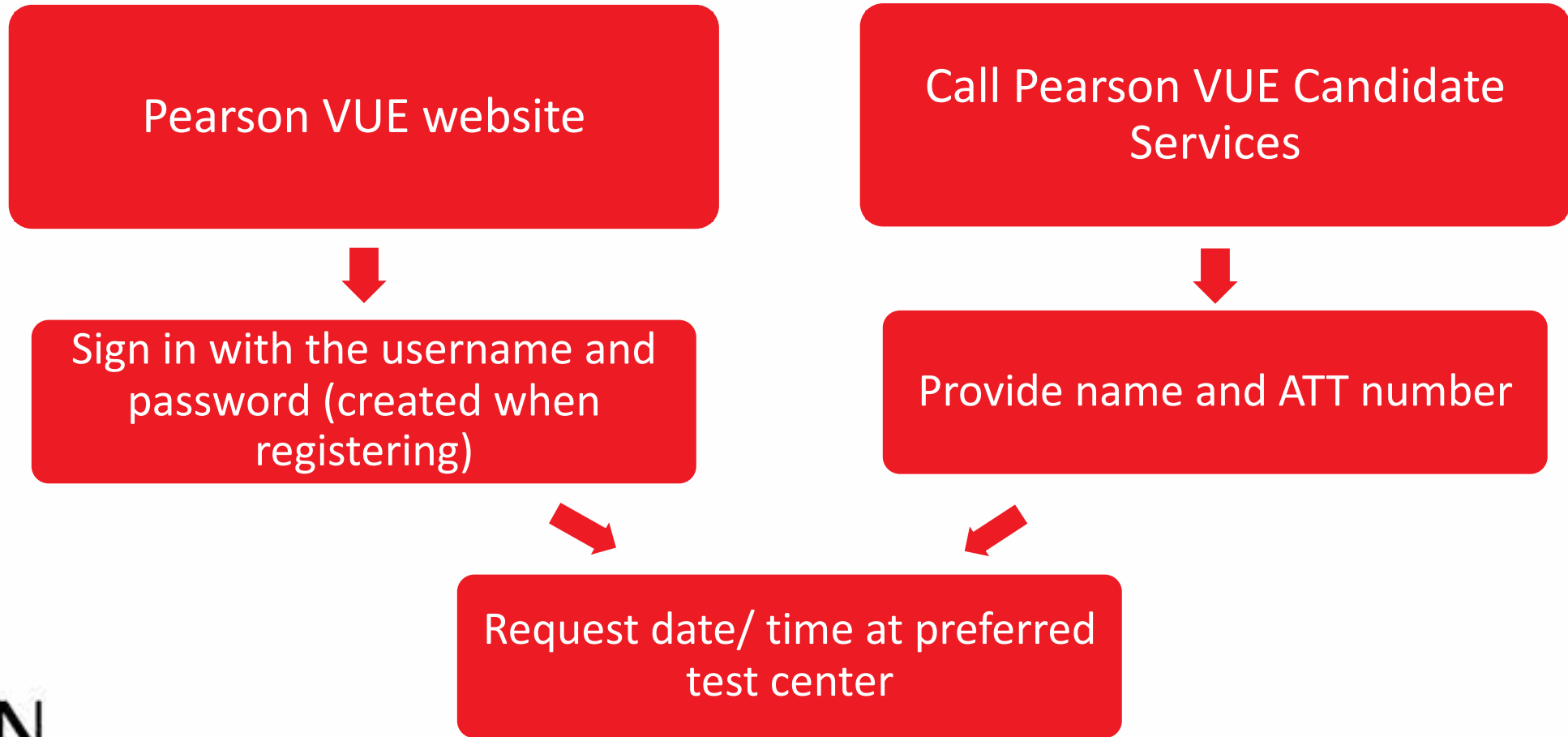
- There will be no refund of registration fees for any reason, including but not limited to:

Duplicate Registrations

Failure to appear for an exam appointment

Failure to reschedule/cancel exam appointment outside 24 business hours

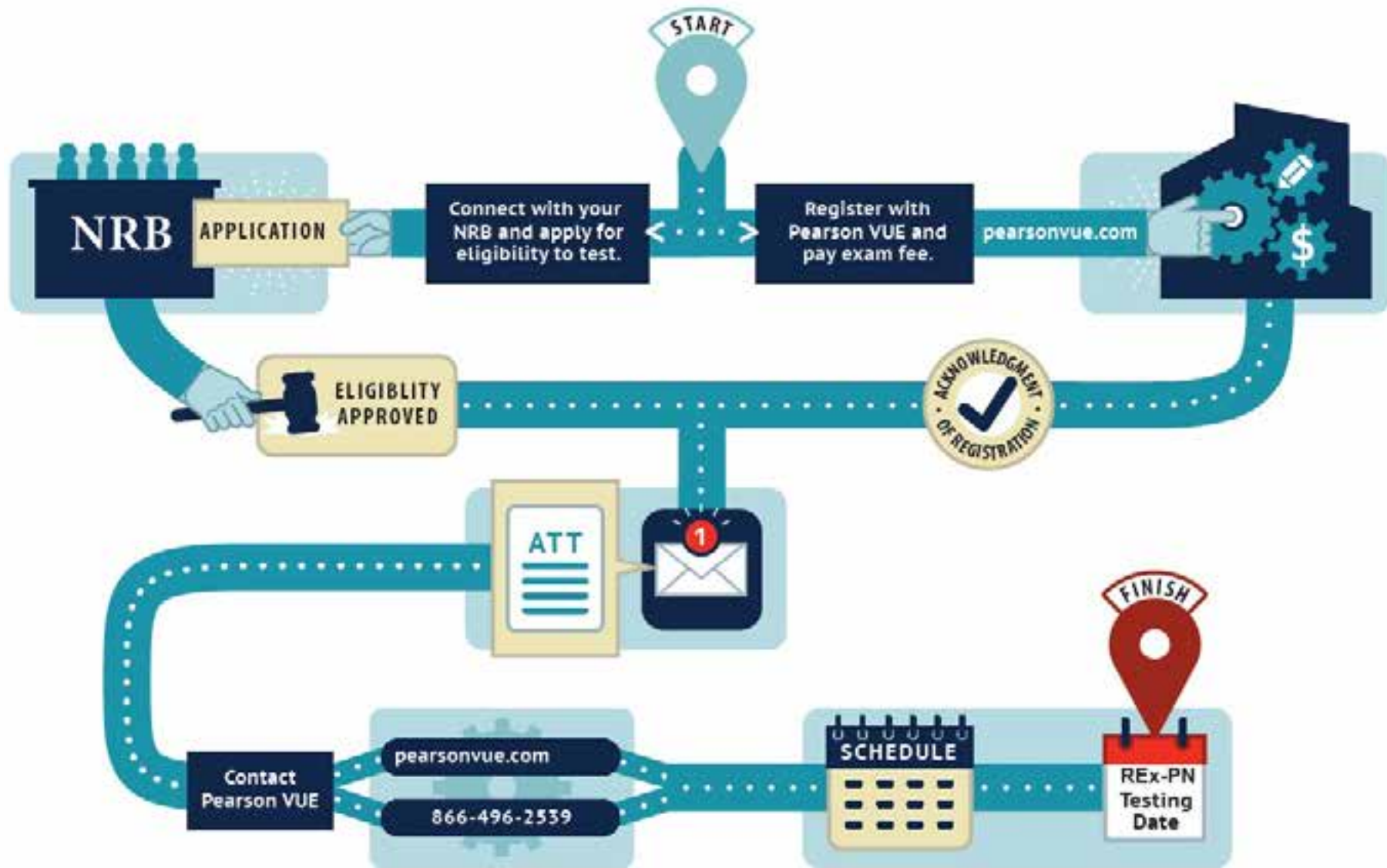
Scheduling



Changing an Appointment

- Log into Pearson VUE website or contact Pearson VUE candidate services – **one business day before exam day and time.**
- **Tuesday, Wednesday, Thursday** or **Friday** exam appointment – change 24 hours prior to the appointment (local standard time)
- **Saturday, Sunday** or **Monday** exam appointments – no later than Friday

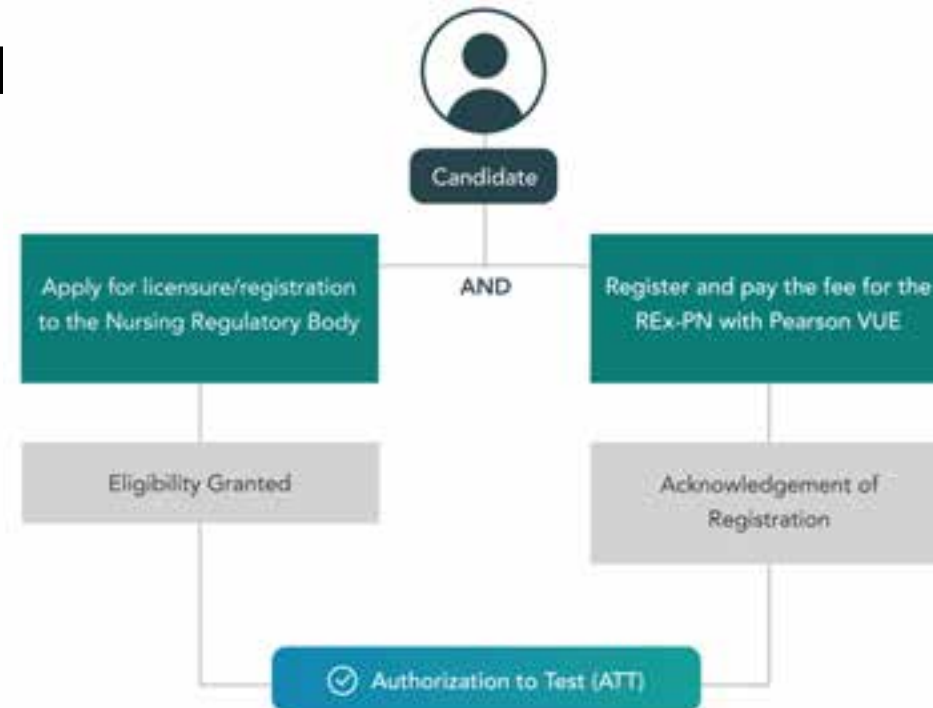
Authorization to Test



Before the Exam

Summary of Steps to Take the REx[®]-PN

1. Gain an understanding of eligibility and apply for licensure with an NRB
2. Register with Pearson VUE and pay the exam fee
3. After receiving the Authorization to Test, schedule an appointment with Pearson VUE



Candidate Bulletin & Information



2022 REx-PN® Candidate Bulletin

This resource serves as your guide from before to after the REx-PN, including important contact information, details on how to register, the REx-PN Candidate Rules and results processing.



2022 REx-PN® Information Flyer

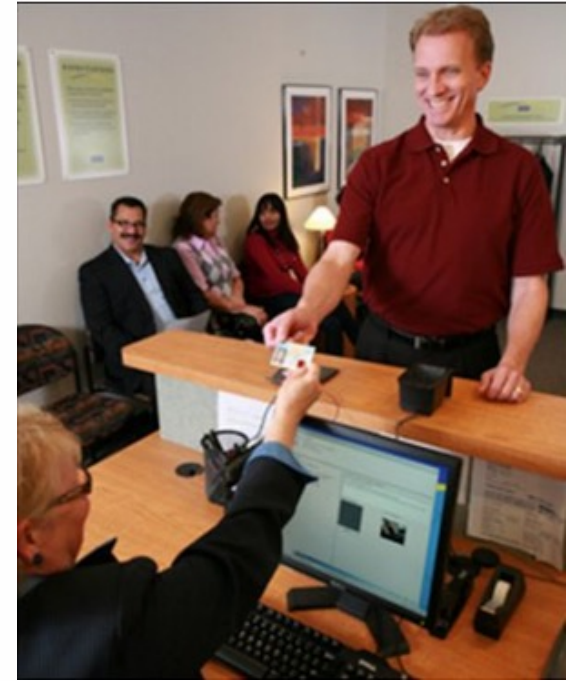
Highlights for before, during and after the REx-PN. Includes information on The Eight Steps of the REx-PN, acceptable identification and rules for scheduling/rescheduling your appointment.

2022 REx-PN® Test Plan

- The REx-PN test plan includes an in-depth overview of the content categories, details about the administration of the REx-PN exam and item writing exercises.



Pearson Professional Center Tour

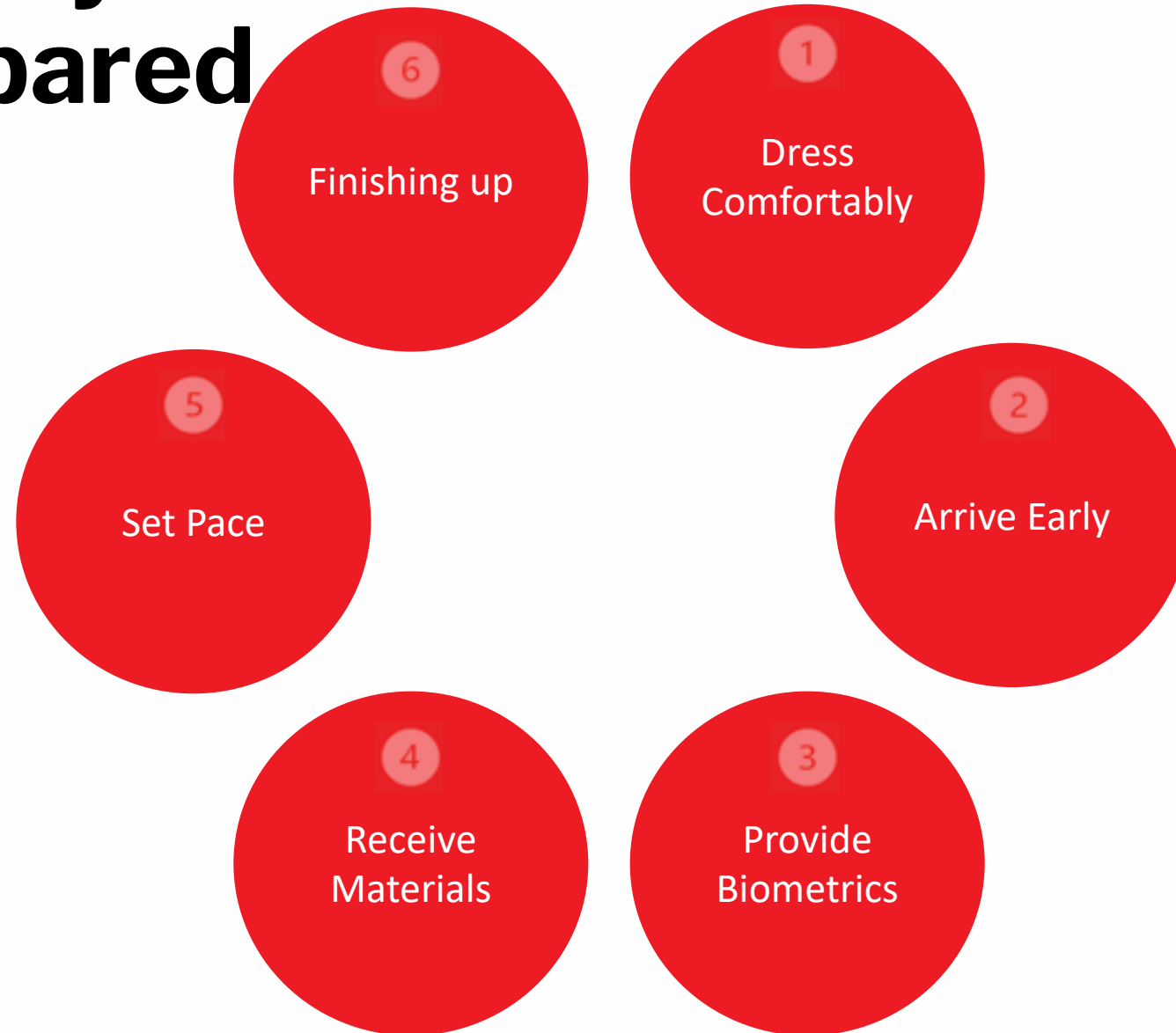


Testing Room



Exam Day

Exam Day Be Prepared



Exam Day Process Check-In

- Arrive 30-minute prior to exam appointment
- All electronic devices will be stored in a sealable plastic bag
- Friend, relatives or children are restricted at test centers during appointment
- Candidates are required to review the Candidate Statement and provide an electronic signature

Exam Day Process Identification

- Candidates must provide the following:
 - Acceptable form of identification
 - Digital signature
 - Palm vein scan
 - Photograph taken
- If a candidate refuses to provide any of this information, they will not be allowed to test.

Exam Day Personal Belongings

All personal items must be placed in lockers

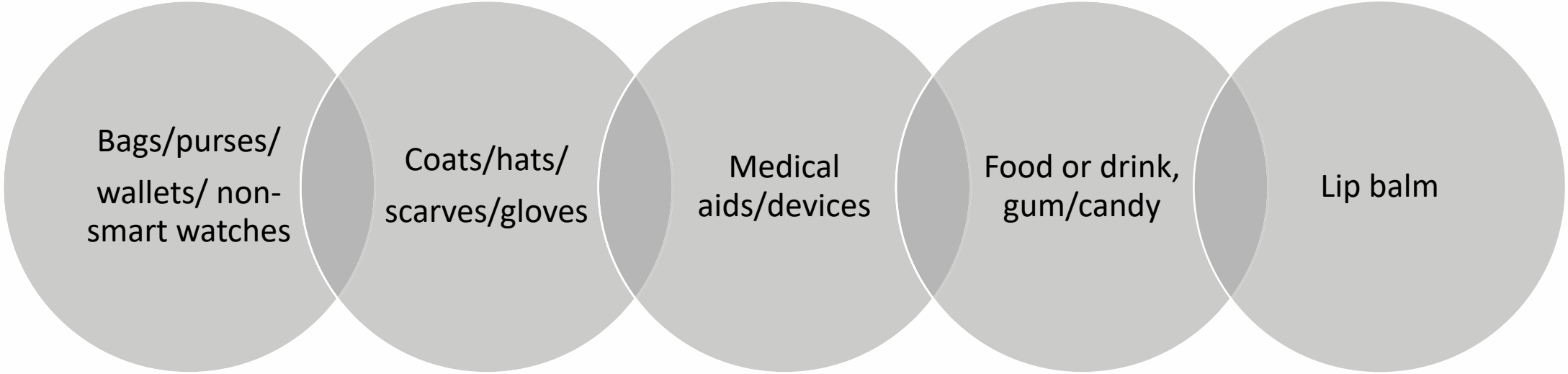
Hat, scarves, gloves and coats are not allowed in testing room

Asked to remove large jewelry or other accessories

Exam Day

Prohibited Items – Testing Room

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



Bags/purses/
wallets/ non-
smart watches

Coats/hats/
scarves/gloves

Medical
aids/devices

Food or drink,
gum/candy

Lip balm

Exam Day

Prohibited Items – During Examination

- The following items may not be accessed at all during the examination:



Educational,
test
preparation or
study
materials



Electronic
Devices



Weapons

NCSBN Examination Candidate Rules

NCSBN Examination Candidate Rules

Si vous voulez lire les règles en français, veuillez en faire la demande à l'administrateur de l'examen.

NCSBN Examination Candidate Rules - You must thoroughly read this document prior to being sealed for the examination.

Violations of the NCSBN Examination Candidate Rules or not following the instructions of the Test Administrator (TA) may result in your examination result being withheld and/or cancelled, and your examination fee will not be refunded. NCSBN and your nursing regulatory body may take other action, up to and including license revocation and referral to law enforcement for criminal prosecution.

Candidate Statement: By providing a digital signature, I give Pearson VUE my explicit consent to retain and transmit my personal data and test responses to Pearson VUE, my nursing regulatory body, and to NCSBN (any of which may be outside of the country in which I am testing). I also agree to the terms and conditions of the NCSBN Biometric Data Policy outlined on page 3 & 4. I understand the information provided and agree to follow the NCSBN Examination Candidate Rules. I agree to cooperate with the Test Administrator's investigation of any suspected irregular behavior, including the surrender of any suspected test preparation or study materials. Any incident of suspected irregular behavior, including, but not limited to, falsifying my identification, tampering with the computer, engaging in disruptive behavior (including disclosure of examination content), will be reported to Pearson VUE, NCSBN, and my nursing regulatory body. In the event NCSBN and/or Pearson VUE determines that I have engaged in irregular behavior, my examination may be invalidated, and the nursing regulatory body may take other action and I will not be refunded my examination fee.

Examples of prohibited, irregular behavior include, but are not limited to, the following:

DO NOT ACCESS ELECTRONIC DEVICES

All electronic devices (cell/mobile/smart phones, smart watches, MP3 players, fitness bands, jump drives, cameras, etc.) must be placed inside a Pearson VUE provided plastic bag.

- Candidates who refuse to store their cell/mobile/smart phones or other electronic devices in the Pearson VUE provided plastic bag upon check-in will not be allowed to test. They will be required to reregister and pay another exam fee for any additional exam appointments.
- **Return the bag unopened:** After the exam, you must return your unopened, Pearson VUE bag to the administration desk to be opened and examined by the TA. Any tampering of the bag before checkout will result in an incident case report.

PERSONAL ITEMS POLICY

All personal items must be stored in your locker. Pearson Professional Centers are not responsible for lost, stolen or misplaced items. For any questions regarding what you can and cannot access outside the testing room, ask the TA.

- Do not access the following during your exam:
 - Study notes (any educational and/or test preparation materials)
 - Cell/mobile/smart phones, smart watches, MP3 players, fitness bands, jump drives, cameras, or any other electronic device.
 - Weapons of any kind.

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

- Bags/purses/wallets/watches (smart watches must be placed in the plastic bag.)
- Food or drink, gum/candy
- Coats/hats
- Lip balm
- Medical aids/devices
- Scarves/gloves

EXAMINATION CONFIDENTIALITY

Disclosure of examination items before, during, or after the examination is prohibited and may result in referral to law enforcement for criminal prosecution.

- You may not remove examination items and/or responses (in any format) or notes about the examination from the testing room.

NCSBN Examination Candidate Rules

- 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 reconstruct exam items using your memory of your exams or the memory of others.
- 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).
- You may not copy or reconstruct exam items during or following your exam for any reason. Do not copy exam items word-for-word onto the note boards provided.
- You must comply with any investigation that needs to be conducted.
- Note: If you witness any of the above behavior, or any irregular behavior that is in violation of the Candidate Rules, you are required to report it to NCSBN and comply with any follow up investigation.

TESTING ROOM POLICY

- The TA will provide you with an erasable note board and marker before you enter the testing room.
- You may not use the note board to cover any part of the screen during your examination.
- 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 strictly prohibited and will result in an incident case report and results will be placed on hold (do not make notes to yourself on your hands or anywhere on your body about items you see on the exam).
- 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.
- You may not take the examination for somebody else.

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. All breaks count against testing time; the exam clock will not stop while you are on a scheduled or unscheduled break.

- To request a break at any other time, or to exit the testing room for any other reason, you must raise your hand 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 exams for you upon your return.
- Lanyard policy: The TA will attach a lanyard to your locker key. The lanyard must remain visible during the break.

REPORTING EXAMINATION CONCERNS

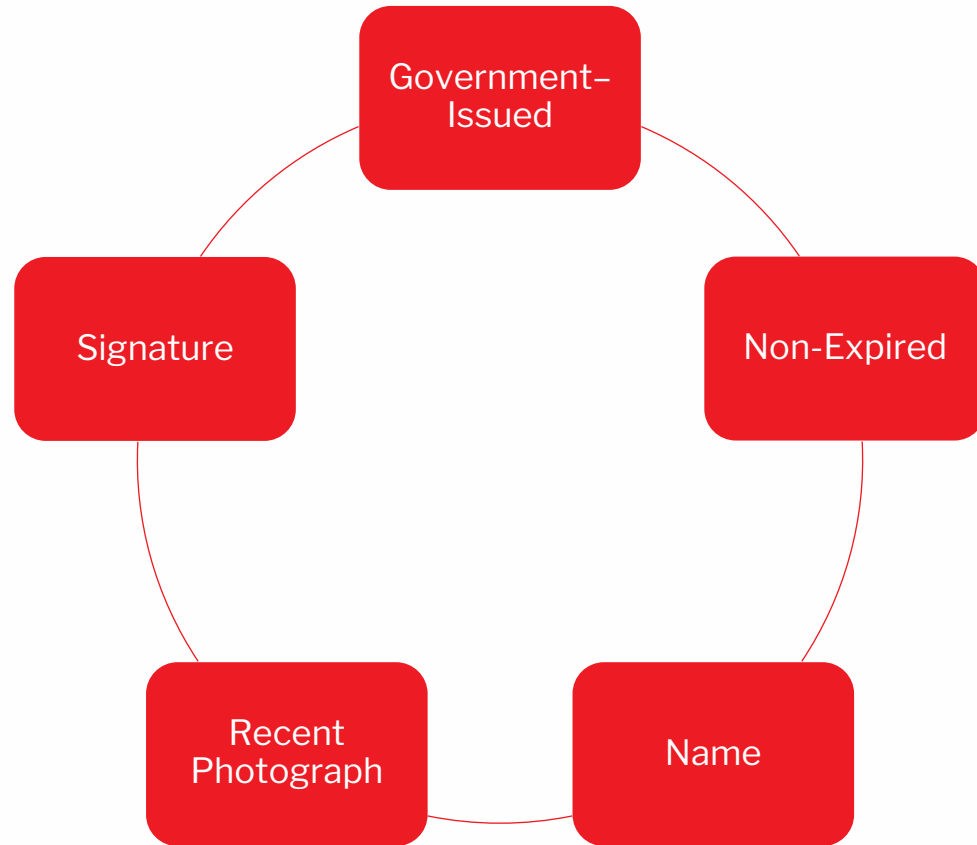
If you have any problems or complaints regarding the examination or its administration, please call Exams Candidate Services toll free at 1-866-496-2539, or email info@ncsbn.org, within 14 days of your examination.

Exam data is encrypted and transferred electronically to your nursing regulatory body. Please refrain from asking the TA about exam content and/or results. If you have questions about the examination, please contact NCSBN at info@ncsbn.org.

Acceptable Identification - Name

- The **first** and **last names** printed on the candidate's identification (ID) must match exactly the **first** and **last names** found on your Authorization to Test (ATT) email.
 - If the name on the ID and ATT email **do not match**, the candidate will be turned away and require to reregister and pay another exam fee.
 - Candidates wishing to make a name change to their registration must contact their NRB, prior to exam day.

Acceptable Identification



Domestic Test Centers

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

International Test Centers

- Passport books and cards

Domestic and International Test Centers

Domestic

- Canadian Provinces/Territories
- United States

International

- Test Centers outside of Canadian Provinces/Territories

Break Time

- Two pre-programmed optional breaks
 - 2 hours
 - 3.5 hours
- Unlimited number of unscheduled breaks
- **All breaks count against testing time**



After the Exam

Results Processing

Official Results

- No results are released at the test center
- Exam results are available **only** from the nursing regulatory body (NRB)
 - Approximately six weeks after the exam
- Every REx-PN[®] is scored twice; once by the computer at the test center and then after the exam record has been transmitted to Pearson VUE



Retake Policy

Contact the NRB, notify that you wish to retake the exam

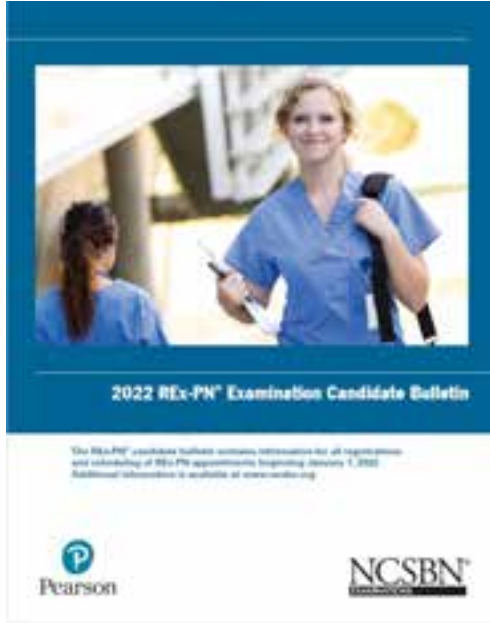
Re-register with Pearson VUE and pay the exam fee

Receive new ATT

Schedule a new exam appointment

REx-PN[®] Resources

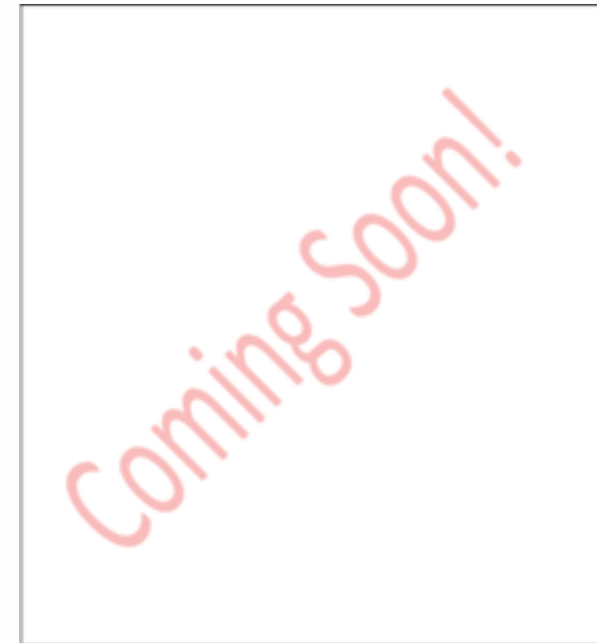
2022 REx-PN Candidate Bulletin



REx-PN Test Plans



REx-PN Tutorials



REx-PN Frequently Asked Questions

The following Frequently Asked Questions (FAQs) have been compiled to help candidates and the general public better understand the development and administration of the REx-PN.

What steps are taken to develop and review items for the REx-PN?

[SEE ANSWER](#) ▼

What is the REx-PN development cycle?

[SEE ANSWER](#) ▼

How do NCSBN and regulators ensure the exam content reflects Canadian practice?

REx-PN Webinars



REx-PN Academic Workshop: Hands-On Item Writing Webinar

Designed for educators, this previously recorded webinar provides an overview of the principles of item writing...

2021 | RECORDED WEBINAR



REx-PN Test Plan Webinar

To ensure public protection, each province requires graduates for practical nursing to meet set requirements...

2020 | RECORDED WEBINAR



REx-PN Item Development Webinar

The webinar will provide an overview of the item development process. It explains the processes of item writing and...

2020 | RECORDED WEBINAR



REx-PN CAT Style Exam Webinar

The REx-PN CAT Style Exam Webinar: Explains how CAT (computerized adaptive testing) works in REx-PN Discusses...

2020 | RECORDED WEBINAR

REx-PN Examination Contact Information



Website: www.NCSBN.org

Email: info@ncsbn.org

Telephone: 866-293-9600