

Exam Accommodations

NCCPA complies with the Americans with Disabilities Act (ADA) and is committed to providing reasonable and appropriate accommodations for examinees with documented physical or mental impairments that substantially limit one or more major life activities. Accommodations may also be approved for examinees with documented qualifying medical conditions that may be temporary or are not otherwise covered by the ADA, including those that require the use of medical devices or medication during the examination.

- Exam accommodations must be requested during the application process.
- Individuals cannot schedule their exam, nor can the examination be administered until their accommodations have been approved.
- The most common accommodations provided are:
 - Extended Time
 - More frequent/additional breaks
 - Separate room for testing
 - Reader
 - Enlarged font
 - Adjustable Contrast
 - Medical devices

Accommodation	Description
Extending Testing Time	<ul style="list-style-type: none"> ➤ Time and a half (50% more testing time) ➤ Double Time (100% more testing time) Requires the exam be administered over two days.
Frequent/Additional Break Time	Ability to take a break more often than every 60 minutes and/or increased break time from 45 minutes to 75 minutes for each testing day.
Separate Room	Separate testing room within the test center
Reader	Experienced individual familiar with medical terms to read the examination.
Medical Device	Medical devices or comfort aids not on the approved Auxiliary Aids Not Requiring Special Accommodations list. An accompanying remote-control device for an insulin pump or continuous glucose monitor may not be taken into the testing room unless approved as an accommodation.
Enlarged Font	Ability to increase the size of the font
Adjustable Contrast	Ability to adjust the computer screen contrast
Adjustable Workstation	Workstation with adjustable height settings that can only be adjusted prior to beginning the examination and must remain in that position.
Several auxiliary/comfort aids are permitted without the need to request accommodations. A list of these auxiliary/comfort aids is available at www.pearsonvue.com/nccpa.	

- If accommodations were received at the PA Program, submit the Certificate of Prior Accommodations form to NCCPA.
- Documentation **of prior accommodations in and of itself does not guarantee approval of accommodations for PANCE.**
- Individuals **must submit the appropriate supporting documentation of a disability or qualifying medical condition from a qualified medical professional.**

Required Supporting Documentation

The documentation must

1. Be on **letterhead**, typed in **English**, **dated** and **signed** and include the **name, title, and professional credentials** of the qualified medical professional.
2. Contain contact information including **address, telephone number, and/or e-mail address** of each professional providing documentation.
3. Include the **date of assessment** upon which each professional's report is based.
4. Include a **detailed description of the medical, psychological, educational, and/or cognitive functioning tests that were conducted**, the results of those tests and a comprehensive interpretation of the results.
5. The name of the **specific disability or medical condition** and a description of the **specific impact on daily life activities and day-to-day functional limitations to major life activities** including a history of the impact of the disability on academic functioning if the disability is due to a learning disability or attention deficit/hyperactivity disorder (ADD or ADHD).
6. The specific examination accommodations that are recommended and how each will compensate for those limitations and reduce the impact of identified limitations.

- The *Policies and Procedures for Examination Accommodations* at <http://www.nccpa.net/SpecialAccommodations> provides more detailed information on exam accommodations.