DIVISION OF WORKERS’ COMPENSATION
(Texas Department of Insurance)

Examination for
Designated Doctor Certification/Recertification and
Authorization to Certify Maximum Medical Improvement
and Permanent Impairment

Candidate Information Bulletin

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Please refer to our Web site to check for the most updated information at www.psiexams.com

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Contact PSI to register and pay for your exam.

- Complete the registration form online, at www.psiexams.com. On the homepage “Create an account” can be found on the right hand column under “New Users” or:
  - Completely fill out the PSI Registration Form (found at the end of this bulletin) and mail, e-mail, or fax to PSI or;
  - Call (800) 733-9267 to register.

  Sent online ________________ (no wait time for scheduling the examination date).

  Mailed on ________________ (allow 2 weeks for processing before scheduling the examination date).

  Faxed on ________________ (allow 4 business days for processing before scheduling the examination date).

  Emailed on ________________ (allow 4 business days for processing before scheduling the examination date).

Schedule your examination.

Once you have paid, you must contact PSI to schedule an appointment to take the examination. You may either schedule via the Internet, or schedule over the telephone at (800) 733-9267. Scheduled for:

  Examination Date: ________________   Examination Time: ________________

  Test Center Location: __________________________________________________________________________

To change scheduled date, call back by ________________

Take the scheduled examination, bringing required identification to the test center.

- Bring one form of a valid government-issued identification, bearing your signature and your photograph. (e.g., driver’s license, passport or other government identification)
- Bring medical, chiropractic, podiatric, dental, or optometric license Information (you may provide actual card, license, or just the license number).

  IMPORTANT! Your name as shown while registering must exactly match the name on the photo I.D. used when checking in at the examination center.

- Arrive 30 minutes prior to appointment.

Get your score report. You will receive your results immediately after the examination.
The Texas Department of Insurance, Division of Workers' Compensation (TDI-DWC) has contracted with PSI Services LLC (PSI) to conduct all required examinations to test designated doctors and doctors seeking authorization to certify maximum medical improvement (MMI) and permanent impairment. PSI provides these examinations through a network of computer examination centers in Texas.

### EXAMINATION REGISTRATION PAYMENT AND SCHEDULING PROCEDURES

**Examination Fee**  
$95

**NOTE:** EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

To take an examination, you must register with PSI, pay for the examination and schedule the examination using one of the following methods:

#### ONLINE (www.psiexams.com)

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI’s registration Web site at **www.psiexams.com**. Internet registration is available 24 hours a day.

- **Log onto PSI’s Web site and create an account.** The online form will ask you to enter your email address and to spell your name exactly as it appears on the identification that you will be presenting at the examination center.

- **The form will ask you to choose the examination you wish to take, to enter personal and contact information, and to pay for and schedule the examination.** The form allows you to enter a ZIP code to see a list of examination centers closest to you. Once you select the desired examination center, you will be able to choose an available date and time for your examination.

*See the following page for step-by-step instructions.*

#### TELEPHONE

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

PSI registrars are available at (800) 733-9267, Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time, to receive your payment and schedule your appointment for the examination.

#### FAX REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI at (702) 932-2666. Fax registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

#### EMAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Email the completed form to PSI at examschedule@psionline.com. Email registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

#### STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA, MasterCard, American Express, or Discover), company check, money order or cashier’s check, made payable to PSI. Print your name in the memo section of the company check, money order or cashier’s check so we can ensure the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**

Please allow PSI 2 weeks to process a mailed registration. After 2 weeks, you may go online or call PSI to schedule the examination.

#### RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received 2 days before the scheduled examination date. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. Please use the PSI Website or call PSI at (800) 733-9267.

**Note:** A voice mail message is not an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

#### RETAKING A FAILED EXAMINATION

You cannot make a new examination appointment on the same day you have taken an examination because we need time to process and report examination results. A candidate who fails on exam on a Wednesday can call the next day, Thursday, and can retest as soon as Friday, depending upon space availability.
MISSED APPOINTMENT OR LATE CANCELLATION
You will forfeit your examination fee if you:
 Do not cancel your appointment at least 2 days before the scheduled examination date;
 Do not appear for your examination appointment;
 Arrive after examination start time; or
 Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS
All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate’s needs. An applicant with a disability or an applicant who would otherwise have difficulty taking the examination must complete the Special Arrangement Request Form at the end of this Candidate Information Bulletin and must fax it to PSI (702) 932-2666 or email it to PSI at examschedule@psionline.com.

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY
If severe weather or another emergency forces the closure of an examination center on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination appointment by calling (800) 733-9267 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

Instructions for Scheduling an Examination Online at www.psiexams.com

1. Go to www.psiexams.com and select “Create an Account.”
   If you have already registered and created an account, type in your email address and password.

2. You must put in your email address and the spelling of your name must match EXACTLY as it is shown on the valid government issued ID that will be shown at the test center.

3. You are now ready to register for the examination.
4. Select the organization, state, account, and classification (as seen below). Enter your Social Security number and select Submit.

5. Enter all the mandatory information and select Continue.

6. Type in your credit card information and select Submit.

7. Enter your zip code or the city where you live. You will get a list of the testing centers closest to you. Select the desired Test center and select Continue.

8. You will now see the availability. Click on the date and time of your choice and select Schedule.

9. A confirmation will appear that you can print out, and you will receive an email confirmation.
EXAMINATION TEST CENTER LOCATIONS

Abilene
Commerce Plaza
1290 S. Willis, Suite 109
Abilene, TX 79605
The test site is on the corner of South 14th Street and Willis. The site is behind the First Financial Bank.

Amarillo
4312 Teckla, Suite 500
Amarillo, TX 79109
Exit 1-40 to Western and go South one street passed the 7th traffic light to Ridgecrest and turn right. Stay on Ridgecrest until you come to the red brick office complex on the left side corner of Ridgecrest and Teckla. 4312 is the 3rd building facing Teckla. Ste 500 is the end suite on the North side of the building.

Arlington
2008 E. Randol Mill Road, Suite 102
Arlington, TX 76011
From Hwy 183, take Industrial South. Turn left on Lamar Blvd. Turn right on Ball Park. Turn left on Randol Mill Road, to 2008 Randol Mill Road. The site is one block east of the ballpark.

Austin
LaCosta Corporate Park
6448 Hwy 290 East, Suite F111
Austin, TX 78723
If Southbound on IH 35, exit at 238A and take the right off-ramp following West 2222 (238-A). Stay on the I-35 service road to the second light. Take a left at the traffic light at Hwy. 290 E. and stay on the Hwy. 290 E. service road. Take a left at the traffic light onto Cameron Rd., go through the light and the testing site is in the business park on the left, Ste. F-111.

Fort Worth
The Atrium
1155 Westmoreland, Suite 110
Fort Worth, TX 76131
From I-20 take the McCart Ave exit #435. Go South on McCart Ave past Altamesa Blvd. You will turn left at the next light which would be Southpark Lane. To the right you may enter the 1st immediate parking entrance or the 2nd parking entrance on your right at 6801 McCart Ave Professional Building. Our office suite is B1 which is located on the Northside of the building facing Southpark Lane.

Harlingen
Executive Central
722 Morgan Blvd, Suite C
Harlingen, TX 78550
From Expressway 83 (I-2), exit on New Hampshire St. and go north, past Arroyo Park. After going through a long S-bend and past a railroad crossing, turn left at first stoplight (Bus 77 Sunrise Strip). After passing the walkway bridge to the High School, take the right fork to Morgan Blvd. Go past the stoplight at Washington St and turn right into the first large parking lot at 722 Morgan. You may park in any space marked “Reserved for Tenants and Customers”. Do NOT park on or across the street or in spaces marked “Act Management.” (Note that GPS instructions may not be accurate for this location).

Houston North (Greenbriar Place)
Greenbriar Place
650 North Sam Houston Pkwy E, Suite 535
Houston, TX 77060
From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.

Corpus Christi
2820 S Padre Island Dr, Suite 105
Corpus Christi, TX 78415
From So. Padre Island Drive East, exit at Kostoryz. Loop back under the Kostoryz light, travel west on the access road to the 2820 building. The examination site is located between Kostoryz and Ayers at the 2820 Building on the North site of the SPID access road.

Dallas
One Empire, 1140 Empire Central Dr, Suite 610
Dallas, TX 75247
From I-35E Southbound (Stemmmons Fwy), exit Empire Central (#434A), turn right on Empire Central Dr. ONE EMPIRE BLDG is on the left.

El Paso
The Atrium
1155 Westmoreland, Suite 110
El Paso, TX 79925
From I-10 W, take the Airways exit North. Turn right at the first light (Viscount). Turn right on Westmoreland Dr.

From I-35E Northbound, exit Empire Central and turn Left on Empire Central. ONE EMPIRE is on the Left.

From Hwy 183 Eastbound (John carpenter Fwy), exit left on Regal Row, turn right on Governors Row, and turn left on Empire Central. ONE EMPIRE is on the right.

From Hwy 183 Westbound - Exit Mockingbird LN turn right on Empire Central. ONE EMPIRE is on the right.

Texas
From Northbound on Hwy 183, take Industrial South. Turn left on Lamar Blvd. Turn right on Ball Park. Turn left on Randol Mill Road.

From Canyon, take Bell St exit and go North to traffic light at 45th St and turn right. Turn left at the 2nd traffic light to Teckla.

From I-30, take Collins (Hwy 157) exit South. Turn left on Washington St and turn right into the first large building.

From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.

From So. Padre Island Drive East, exit at Kostoryz. Loop back under the Kostoryz light, travel west on the access road to the 2820 building. The examination site is located between Kostoryz and Ayers at the 2820 Building on the North site of the SPID access road.

Dallas
One Empire, 1140 Empire Central Dr, Suite 610
Dallas, TX 75247
From I-35E Southbound (Stemmmons Fwy), exit Empire Central (#434A), turn right on Empire Central Dr. ONE EMPIRE BLDG is on the left.

From I-35E Northbound, exit Empire Central and turn Left on Empire Central. ONE EMPIRE is on the Left.

From Hwy 183 Eastbound (John carpenter Fwy), exit left on Regal Row, turn right on Governors Row, and turn left on Empire Central. ONE EMPIRE is on the right.

From Hwy 183 Westbound - Exit Mockingbird LN turn right on Empire Central. ONE EMPIRE is on the right.

Dallas (Richardson)
300 N Coit, Suite 172
Richardson, TX 75080
From 75 South, take the Belt Line Road exit and turn right on Belt Line Road. Stay on Belt Line Road until you reach Coit. Turn right onto N Coit. The building is on the right hand side. If you are coming in from LBJ (I635) and going north on 75, you will turn left onto Belt Line and turn right onto Coit.

El Paso
The Atrium
1155 Westmoreland, Suite 110
El Paso, TX 79925
From I-10 W, take the Airways exit North. Turn right at the first light (Viscount). Turn right on Westmoreland Dr.

Fort Worth
3601 McCart Avenue, Suite B-1
Fort Worth, TX 76133
From I-20 take the McCart Ave exit #435. Go South on McCart Ave passing Altamesa Blvd. You will turn left at the next light which would be Southpark Lane. To the right you may enter the 1st immediate parking entrance or the 2nd parking entrance on your right at 6801 McCart Ave Professional Building. Our office suite is B1 which is located on the Northside of the building facing Southpark Lane.

Harlingen
Executive Central
722 Morgan Blvd, Suite C
Harlingen, TX 78550
From Expressway 83 (I-2), exit on New Hampshire St. and go north, past Arroyo Park. After going through a long S-bend and past a railroad crossing, turn left at first stoplight (Bus 77 Sunshine Strip). After passing the walkway bridge to the High School, take the right fork to Morgan Blvd. Go past the stoplight at Washington St and turn right into the first large parking lot at 722 Morgan. You may park in any space marked “Reserved for Tenants and Customers”. Do NOT park on or across the street or in spaces marked “Act Management.” (Note that GPS instructions may not be accurate for this location).

Houston North (Greenbriar Place)
Greenbriar Place
650 North Sam Houston Pkwy E, Suite 535
Houston, TX 77060
From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.
From I-610, take 45-North toward Dallas, exit Beltway 8 - East. Go East on the Service Road of Beltway 8 (N Sam Houston Pkwy E).

Houston (East)
Atrium Building
11811 I-10 East Freeway, Suite 260
Houston, TX 77029
From I-10 EASTBOUND, take the Federal Rd exit #778A. U-turn under the freeway and come back on the feeder road going West. Building is on the right hand side, next to Papacitas.
From I-10 East, take the Holland Rd exit. Stay on the feeder road, building is on the right hand side, next to Papacitas.

Houston (Southwest)
One West Belt
9555 W. Sam Houston Pkwy South, Suite 140
Houston, TX 77099
The street address is on the marquee in front of the building (9555 West Sam Houston Parkway South). On a smaller sign, sitting down in the grass next to the entry on Bissonnet, is the notation, “One West Belt”. The Sam Houston Pkwy is also known as Beltway 8.

From US 59, heading South: Take the Bissonnet exit and turn right onto Bissonnet. Go about one mile - the building is on the right just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn right onto the feeder road and then an immediate right into the parking lot.
From US 59, heading North: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Go about one mile - the building is on the left just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn left onto the feeder road and then an immediate right into the parking lot.

From the West Sam Houston Pkwy South (also known as Beltway 8), heading South: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Turn left into the parking lot of the first building on the left.

From the West Sam Houston Pkwy South (also known as Beltway 8), heading North: Take the West Bellfort exit and travel about two miles on the feeder road to Bissonnet. Turn right on Bissonnet and then left into the parking lot of the first building on the left, OR do not turn on Bissonnet but drive through the intersection and then make an immediate right into the parking lot.

Houston (Northwest)
9800 Northwest Freeway
Suite 200
Houston, TX 77092
From Hwy 290 EASTBOUND take Exit 13C toward West T C Jester Blvd. Stay Straight to go onto N Loop Fwy W. Make a u-turn onto N Loop Fwy W. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Driving north on Loop 610 West exit at T.C. Jester and then u-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Driving west on Loop 610 North, exit at T.C. Jester and then u-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Lubbock
The Center
4413 82nd St., Suite 210
Lubbock, TX 79424
From S Loop 289, take the Quaker Ave exit and go South. Turn right on 82nd St.

McAllen
7000 N. 10th Street Suite C-4
McAllen, TX 78504
From S Expressway 281/S US-281, turn right onto E Trenton Rd. Turn left onto N 10th St/TX-336. The test site is on the left.

Midland
Westwood Village Shopping Center
4200 West Illinois Avenue, Suite 200
Midland, TX 79703
From I-20, take Midkiff Road exit. Go North on Midkiff Road. Take a left on Illinois Ave. Go .8 miles and turn right into Chinese Kitchen’s parking lot at 4200 W Illinois. Suite is at the end of the left Strip.

From Business 20 (Old Hwy 80) going West, follow Front Street until Wall St Traffic light. Go 2 blocks and turn right on Midkiff. Turn left on Illinois. Go .8 miles and turn right into Chinese Kitchen’s parking lot at 4200 W Illinois. Suite is at the end of the left Strip.

From North Hwy 349, Look for Loop 250 West (just before overpass). Turn right at Loop and go 2 miles to Exit Midkiff. Turn left at traffic light. Turn right at Illinois traffic signal. Turn right onto Chinese Kitchen’s parking Lot at 4200 W Illinois. Suite is at the end of the left Strip.

San Antonio
One Park Ten
6800 Park Ten Blvd, Suite 174-W
San Antonio, TX 78213
From Loop 410 West (near Crossroads Mall), take IH 10 East. Exit on Vance Jackson. Use the turnaround to get on the IH10West access road. Stay on the access road until the One Park Ten building.

From IH 10 West, exit on Vance Jackson. Stay on the access road.
The building is off of IH10/US87 approximately one mile inside Loop 410. The One Park Ten building is on the right, immediately after Park Ten Blvd. Suite 174-W is located on the first floor to the right of the main entrance.

San Antonio
9502 Computer Drive, Ste 105
San Antonio, TX 78229
From I-10 West, take exit 561 for Wurzbach and Medical Drive. Stay on the access road passed Medical Drive, then turn left on Wurzbach (going under the freeway). Proceed one block on Wurzbach, then turn left on Bluemel. Proceed one block on Bluemel, turn left on Computer Drive, then turn right into the parking lot for the Neuromuscular Institute of Texas at 9502 Computer Drive. PSI is in suite 105.

From I-10 East, take the Wurzbach exit and turn right on Wurzbach (going under the freeway), then follow the directions above.

Tyler
3800 Paluxy Dr, Suite 310
Tyler, TX 75703
From I-20 turn south on Hwy 69 and go to Loop 323. Turn right on 323 and follow 323 to the intersection of Paluxy Dr. Turn right on Paluxy Drive. The Paluxy Square Complex will be immediately on the left. Go to Building 3 which is in the back.
REPORTING TO THE EXAMINATION TEST CENTER

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination test center and you will forfeit your examination registration fee.

REQUIRED IDENTIFICATION

Candidates must register for the exam with their LEGAL first and last name as it appears on their government-issued identification that contains the candidates photograph and signature. The name on the identification must exactly match the first and last name under which the candidate is registered. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

- Valid Photo Identification Required (examples of acceptable identification):
  - State-issued driver’s license
  - State-issued identification card
  - US Passport
  - US Military Identification Card
  - US Alien Registration Card

- Medical, chiropractic, podiatric, dental, or optometric license information (you may provide actual card, license, or just the license number).

If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

SECURITY PROCEDURES

The following security procedures apply during examinations:
- You will have access to an online calculator.
- You will be given scratch paper and a pencil. These will be returned to the proctor at the end of your examination.
- No children, notes, books, briefcases, backpacks, hats, cellular telephones, or pagers are allowed in the examination area (and examination centers have no space to store your items). Small purses (size of a wallet) will be permitted. Larger purses cannot be taken to the candidate's seat.
- No smoking, eating, or drinking is allowed in the examination center.
- Once you have been seated and the examination begins, you may leave the examination center only to use the restroom, and only after obtaining permission from the proctor. You will not receive extra time to complete the examination.
- Any candidate seen giving or receiving assistance, found with unauthorized materials, or who violates any security regulation will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the TDI-DWC and you may be denied certification, recertification or authorization.
- Copying or communicating examination content is a violation of Texas law and PSI security regulations and may result in the cancellation of your examination, nullification of examination results, forfeiture of examination fees or legal action.

IDENTIFICATION SCREEN

You will be directed to a semi-private testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.
One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

**EXAMINATION QUESTION EXAMPLE**

You will begin with an Examination Tutorial to practice answering questions and review the computer examination process. The "Function Bar" at the top of the screen provides mouse-click access to the features available on the current examination. These also are available by using the labeled keys on the keyboard.

**Score Reporting**

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - Your score will appear on the computer screen, either when you complete all the exam questions or automatically at the end of the time allowed for the examination.
  - If you **pass**, you will immediately be notified that you passed the examination.
  - If you **do not pass**, you will be notified that you failed the examination.
- **On paper** - Make sure to obtain your printed score report from test center staff before you leave the test center.

**DUPLICATE SCORE REPORTS**

You may request a duplicate score report after your examination by emailing scorrereport@psionline.com or by calling (800) 733-9267.

**TIPS FOR PREPARING FOR YOUR EXAMINATION**

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your learning will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

**EXAMINATION INFORMATION**

**REFERENCE LIST**

The *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides) and blank copies of Figure 1, from pages 3/16 - 3/17 of the Guides will be provided to you at the test center. You may not write, highlight, underline, and/or index in the reference guide. You may write on Figure 1, and this will be handed back to the proctor at the end of the session. You will have online access to both the Official Disability Guidelines and the MD Guidelines, as well as the TDI-DWC website for the duration of the examination. No other reference materials will be allowed in the testing room.

The following examinations will be offered:

- Designated Doctor - DC
- Designated Doctor - DDS
- Designated Doctor - DPM
- Designated Doctor - MD/DO
- Designated Doctor - OD
- MMI/IR Authorized Doctor - DC
- MMI/IR Authorized Doctor - MD/DO

**EXAMINATION STUDY MATERIALS**

The following is a list of possible study materials for the TDI-DWC examinations for designated doctor certification/recertification or authorization to certify maximum medical improvement (MMI) and permanent impairment. Answers to examination questions are based on information found in one or more of the references listed below. The list is given to identify resources and does not constitute an endorsement by PSI or by the TDI-DWC.
- *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides);
- The Official Disability Guidelines;
- MDGuidelines;
- TDI-DWC Designated Doctor and Maximum Medical Improvement/Impairment Rating Certification Course

**CONTENT OUTLINES**

**DWC Administration and Reporting**

- Roles, responsibilities and qualifications of designated Doctors
- Training, testing, certification and recertification for designated doctors
- Requesting designated doctor examinations and selection of designated doctors
- Compliance with DWC Act, Rules and Procedures
- Designated doctor examination requirements and duties
- Designated doctor report requirements
- The requirements for designated doctors regarding medical records, medical history, examination, medical decision making (including use of DWC adopted guides and guidelines), referrals/testing, rescheduling appointments, and facilities
- Disqualifying associations, including networks
- Administrative violations, including relationships with agents performing administrative duties for Designated Doctors

**Return to Work (RTW) with MD Guidelines (MDG)**

**Maximum Medical Improvement (MMI) with Official Disability Guidelines (ODG)**

**Spine - Maximum Medical Improvement (MMI) and Impairment Rating (IR)**

- The processes for determining MMI and Impairment Rating considering Texas statute rules and the *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides)
- Structural inclusions and differentiators in applying the DRE model
- Relevant Appeals Panel Decisions

**Upper Extremity - MMI/IR**

- The processes for determining MMI and Impairment Rating considering Texas statute rules and the *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides)
- Assign impairment rating for the upper extremity, including the use of Figure 1, and relevant Appeals Panel Decisions

**Extent of Injury with Evidence Based Medicine (EBM)**

- Address extent of injury as listed in the DWC Form 032, including use of evidenced based medicine sources

**Lower Extremity - MMI/IR**

- The processes for determining MMI and Impairment Rating considering Texas statute rules and the *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides)
- Assign impairment rating for the 13 methods of the lower extremity
- Relevant Appeals Panel Decisions

**Non-Musculoskeletal Conditions - MMI/IR for MDs and DOs**

- Determining MMI and Impairment Rating considering Texas statute rules and the *Guides to the Evaluation of Permanent Impairment, Fourth Edition*, published by the American Medical Association (Guides) for the following systems:
  - Nervous
  - Respiratory
  - Visual
  - Ear, Nose, Throat
  - Digestive
  - Urinary and Reproductive
  - Skin
  - Mental and Behavioral
- Review of relevant Appeals Panel Decisions

**SAMPLE QUESTIONS**

1. An injured employee (IE) has the following sensory loss findings after a laceration injury to the thumb: two-point discrimination of 16 mm over the entire aspect of the palmar surface of the thumb from the IP joint in a distal direction.

   What is the whole person impairment rating?
   
   A. 3%
   B. 5%
   C. 10%
   D. 25%

2. An injured employee (IE) presents for designated doctor (DD) examination 6 months following a work-related motor vehicle accident where he injured his neck. In addition to his initial left sided neck pain, he began experiencing left arm pain within two weeks of the injury.

   The treating doctor’s records indicate the IE had sensory changes in the left C7 dermatome, reduced left triceps deep tendon reflex, and weakness in the left triceps. Cervical MRI revealed a left paracentral herniated nucleus pulposus at C6/C7 contacting the left C7 root. Subsequent radiographs showed a three mm subluxation at C6/7.

   At the DD exam the IE reports intermittent pain in his neck, left medial scapula, left posterior arm and forearm. The DD exam reveals left triceps weakness, decreased left triceps deep tendon reflex and 2 cm of atrophy in the left upper arm. Based on the differentiators, what is the correct diagnosed-related estimates (DRE) category?

   A. DRE I
   B. DRE II
   C. DRE III
   D. DRE IV
3. After a designated doctor examination is completed, communication with the designated doctor regarding the injured employee’s medical condition or history...

A. may be initiated by any party to the claim  
B. may be made only through appropriate division staff  
C. may be initiated by injured employee only  
D. may be made in writing with copies provided to all Parties

4. The injured employee (IE) sustained right knee displaced patellar fracture with nonunion. The IE underwent total patellectomy, completed rehabilitation consistent with ODG and is now at maximum medical improvement.

The designated doctor’s evaluation shows scarring at the surgery site. Active knee range of motion is 0 to 110 degrees, varus and valgus stress tests are stable. IE does not require a cane, but does have a slight limp.

What is the whole person impairment rating?

A. 3%  
B. 4%  
C. 7%  
D. 9%

5. The injured employee (IE) was working as a sales person, and while moving merchandise twisted her left knee, tripped and fell to the floor, landing on her left knee.

Left knee X-rays were performed and revealed no fractures. Physical therapy (PT) was prescribed, but after one visit the IE quit because of increased pain and swelling.

An MRI was done 4 weeks post injury and revealed a tear of the medial meniscus of the left knee. 6 weeks post injury she underwent an arthroscopic partial medial meniscectomy. She attended 5 visits of post-operative PT but had only slight improvement with continued pain. She returned to work 12 weeks post injury with standing, walking, stair climbing and weight bearing restrictions.

The designated doctor’s physical examination 16 weeks post injury reveals joint line tenderness, mild effusion of the left knee and a positive McMurray’s test. IE reports pain with prolonged standing or walking, and stiffness with occasional episodes of giving way. Left knee range of motion is 0 degrees to 80 degrees.

Which MMI certification is most appropriate based on medical records/history, the DD exam, and consideration of the ODG?

A. The IE has not yet reached MMI  
B. The IE reached MMI 12 weeks post injury  
C. The IE reached MMI 16 weeks post injury  
D. The IE will reach MMI 20 weeks post injury

6. Changes to the information provided to the division on a designated doctor’s application for certification or recertification must be submitted to the division....

A. within 30 days of the change  
B. no later than 60 days from the change  
C. within 10 working days of the change  
D. no later than 30 working days from the change

7. What is the maximum number of days after which an injured employee should return to work following an arthroscopic partial lateral meniscectomy for an employee whose job is in the sedentary physical demand category, per MDGuidelines?

A. 84  
B. 28  
C. 140  
D. 42
# TDI-DWC EXAMINATION REGISTRATION FORM

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<tr>
<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
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</table>

**NOTE:** EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

**Total Fee Included:** $______. Pay by credit card (Visa, MasterCard, American Express, or Discover), money order, company check or cashier’s check. Cash and personal checks are not accepted.

If you are paying by credit card, check one: ☐ VISA ☐ MasterCard ☐ American Express ☐ Discover

- Card No: ___________________________ Exp. Date: ___________________________
- Card Verification No: ____________

The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digit number to the right and above the card account number).

Billing Street Address: ___________________________________________ Billing Zip Code: ___________________________

Cardholder Name (Print): ___________________________________ Signature: ___________________________

**Special Arrangement Request:** I am faxing the Special Arrangement Request form (at the end of this bulletin) and required documentation. ☐ Yes ☐ No

**Affidavit:** I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the candidate information bulletin.

Signature: __________________________________________ Date: ___________________________

**IF YOU ARE REGISTERING BY MAIL OR FAX, SIGN AND DATE THIS REGISTRATION FORM ON THE LINES PROVIDED.**

Complete and forward this registration form with the applicable examination fee to:

PSI licensure:certification * ATTN: Examination Registration TX WC
3210 E Tropicana * Las Vegas * NV * 89121
Fax (702) 932-2666 * (800) 733-9267 * TTY (800) 735-2929
www.psiexams.com
All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date: ______________________________

SS#: ______________________________________

Legal Name: ______________________________________

Last Name: ______________________________________

First Name: ______________________________________

Address: ______________________________________

Street: ______________________________________

City, State, Zip Code: __________________________

Telephone: (________) ________ - ____________  (________) ________ - ____________

Home: ______________________________________

Work: ______________________________________

Email Address: ______________________________________

Check any special arrangements you require (requests must concur with documentation submitted):

☐ Reader (as accommodation for visual impairment or learning disability)

☐ Extended time (Additional time requested: ____________)

☐ Large-print written examination

☐ Other ______________________________________

 evacuate this form, along with supporting documentation, to (702) 932-2666.

After 4 business days, please call (800) 367-1565, ext 6750 and leave a voice message.

PSI Special Accommodations will call you back to schedule the examination within 48 hours.

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.