California Board of Vocational Nursing and Psychiatric Technicians
Written Licensure Examination

CANDIDATE INFORMATION BULLETIN

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

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Revised July 2018
You are eligible for the Psychiatric Technician Licensure Examination. This bulletin provides information regarding the Psychiatric Technician Licensure Examination procedures and content areas. Your address label contains important date information. In the upper left corner of the address label (above your name) is the date your application for examination was approved; following that is the date by which you must take your examination. You must take your examination by the date specified on the label, or you will need to reapply for the examination and submit another application fee. (See Abandonment of Application in this bulletin.)

You are responsible for calling the toll-free number listed under the Scheduling the Examination portion of this bulletin to schedule your examination date, time and location.

If you have any questions, please feel free to contact the Board of Vocational Nursing and Psychiatric Technicians
PURPOSE

This bulletin is designed to provide you with general information regarding the California Psychiatric Technician Licensure Examination process.

OBJECTIVE OF THE BOARD OF VOCATIONAL NURSING AND PSYCHIATRIC TECHNICIANS (BVNPT)

The mission of the California Board of Vocational Nursing and Psychiatric Technicians is to protect the public. Public protection is paramount to the Board and its highest priority in exercising its licensing, regulatory and disciplinary functions. Toward this end, the Board ensures that only qualified persons are licensed vocational nurses and psychiatric technicians by enforcing education requirements, standards of practice and by educating consumers of their rights.

The Board of Vocational Nursing and Psychiatric Technicians (BVNPT) is mandated by law to protect the health, safety and welfare of consumers by ensuring that all licensees possess the knowledge, skills and abilities required to practice in a safe and competent manner. This includes development of a licensing examination that tests for minimum competency for those who wish to provide professional services to the consumer.

The psychiatric technician licensure examination tests candidates on their knowledge and professional skills, as well as their ability to make judgments about appropriate techniques and methods, as applicable to the Psychiatric Technician scope of practice. This scope of practice is defined in Business and Professions Code Section 4502, which states: “...‘psychiatric technician’ means any person who, for compensation or personal profit, implements procedures and techniques which involve understanding of cause and effect and which are used in the care, treatment, and rehabilitation of mentally ill, emotionally disturbed, or mentally retarded persons and who has one or more of the following:

a. Direct responsibility for administering or implementing specific therapeutic procedures, techniques, treatments, or medications with the aim of enabling recipients or patients to make optimal use of their therapeutic regime, their social and personal resources, and their residential care.

b. Direct responsibility for the application of interpersonal and technical skills in the observation and recognition of symptoms and reactions of recipients or patients, for the accurate recording of such symptoms and reactions, and for the carrying out of treatments and medications as prescribed by a licensed physician and surgeon or a psychiatrist.

The psychiatric technician in the performance of such procedures and techniques is responsible to the director of the service in which his duties are performed.

The director may be a licensed physician and surgeon, psychiatrist, psychologist, rehabilitation therapist, social worker, registered nurse, or other professional personnel.”

EXAMINATION DEVELOPMENT

The California Psychiatric Technician Licensure Examination is developed and maintained by the Board’s test vendor, Office of Professional Examination Services, a division of the California Department of Consumer Affairs. Individual examination items are developed in Item Development Conferences in a multiple-choice question format. Each item is carefully researched and validated with published references to ensure accuracy and consistency with entry level psychiatric technician practice.

ESTABLISHING THE PASSING STANDARDS

The examination measures the knowledge and skills required in current practice, and represents a standard of performance that Psychiatric Technician Subject Matter Experts agree is the minimum level of competence required to practice safely at entry level for the profession. To establish the pass/fail standard, a panel of Subject Matter Experts who are newly licensed or have direct experience with newly licensed Psychiatric Technicians reviews the content of the examination questions. A psychometrician conducts the standard setting process in accordance with the requirements of the psychometric model used.

EXAMINATIONS BY PSI LICENSURE:CERTIFICATION

The State has contracted with PSI licensure:certification (PSI) to conduct its examination program. PSI provides examinations through a network of computer examination centers in California.

All questions and requests for information about examinations should be directed to PSI.

PSI licensure:certification
3210 E Tropicana
Las Vegas, NV  89121
(877) 392-6422  • Fax (702) 932-2666
www.psiexams.com

Eligibility for the examination is determined by the Board of Vocational Nursing and Psychiatric Technicians. All questions regarding your eligibility for examination should be directed to BVNPT.

Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA  95833
(916) 263-7830
www.bvnpt.ca.gov
EXAMINATION SCHEDULING PROCEDURES

Once you have been approved by BVNPT, you are responsible for contacting PSI to schedule an appointment to take the examination. You may do so via the Internet at www.psiexams.com, or schedule over the telephone at (877) 392-6422, TTY (800) 735-2929.

Your examination eligibility expires if you fail to sit for the examination within one year after being deemed eligible.

As stated in the Notice of Eligibility, the address label on the back of this Candidate Information Bulletin (above your name) indicates the date your application was approved; following that is the date by which you must take your examination. You must take the examination by the date specified on the label, or you will forfeit your fee, and you will be required to reapply and submit a new application and fee.

In most California testing centers, testing does not take place on the following major holidays:

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial Day</td>
<td>Closed May 28, 2018</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Closed July 4, 2018</td>
</tr>
<tr>
<td>Labor Day</td>
<td>Closed September 3, 2018</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>Closed November 22-23, 2018</td>
</tr>
<tr>
<td>Christmas</td>
<td>Closed December 24-25, 2018</td>
</tr>
<tr>
<td>New Years Day</td>
<td>Closed January 1, 2019</td>
</tr>
<tr>
<td>Martin Luther King Jr.</td>
<td>Closed January 21, 2019</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>Closed May 27, 2019</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Closed July 4, 2019</td>
</tr>
</tbody>
</table>

INTERNET SCHEDULING

You may schedule an appointment for your test by completing the online Test Registration Form. The Test Registration Form is available at PSI’s website, www.psiexams.com. You may schedule your appointment for a test via the Internet 24 hours a day.

1. Complete the registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available dates for scheduling your test.
3. You will need to choose a date to complete your registration.
4. Upon successful registration, you will receive a traceable confirmation number.

TELEPHONE SCHEDULING

You may call PSI at (877) 392-6422, Monday through Friday between 4:30 am and 7:00 pm, or Saturday-Sunday between 6:00 am and 2:30 pm, Pacific Time, to schedule your appointment for the test.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received two (2) days prior to the scheduled examination date. For example, for a 9:00 a.m. Monday appointment, the cancellation notice would need to be received before 9:00 a.m. on the previous Saturday. You may call PSI at (877) 392-6422.

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

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if:

- You do not cancel your appointment 2 days before the scheduled examination date;
- You do not appear for your examination appointment;
- You arrive after examination start time;
- You do not present proper identification when you arrive for the examination.

RE-EXAMINATION

Candidates who fail the examination will be eligible to retake the examination once after a period of one month. At that time, if the candidate fails the examination a second time, the candidate will be eligible to retake the examination once every six months. There is no limit on the number of retakes. To be rescheduled, you must complete the “Application for Re-Examination” which will be mailed to you with your examination results, and attach the appropriate re-examination application fee.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site 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 schedule by calling (877) 392-6422. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

REASONABLE ACCOMMODATIONS AVAILABLE

AMERICANS WITH DISABILITIES ACT (ADA)

Examinees with a physical or mental impairment that substantially limits a major life activity may be eligible for accommodation in the testing process to assure you that the examination accurately reflects knowledge, skills and abilities. The BVNPT and PSI are fully compliant with ADA guidelines and will provide reasonable accommodations. Scheduling services are also available via our Telecommunications Device for the Deaf (TDD) by calling 800.735.2929.
ACCOMMODATION PROCEDURES

Candidates requiring reasonable accommodations due to a physical or mental impairment must submit a request to the BVNPT for such arrangements prior to scheduling their examination appointment.

Candidates must submit a letter describing the nature and extent of the disability, and the requested accommodations. In addition, a letter must be submitted from the appropriate medical authority that verifies the diagnosis, and describes the tests administered. The medical authority must state the appropriate type of accommodation recommended.

In addition, if the candidate received reasonable accommodations in school, a letter from the school must be submitted describing how the disability was accommodated in school. If the candidate was diagnosed after leaving school, this letter is not required.

EXAMINATION SITE LOCATIONS

The California examinations are administered at the PSI examination centers in California as listed below:

ANAHEIM
Park Gate Center
2301 W. LINCOLN AVE, SUITE 252
ANAHEIM, CA 92801
(714) 254-1453
DIRECTIONS FROM LA:  TAKE 5 SOUTH EXIT BROOKHURST AND TURN RIGHT.  TURN RIGHT ON LINCOLN (PASS A SMALL STREET NAMED MONTEREY), AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

DIRECTIONS FROM SAN DIEGO, IRVINE, MISSION VIEJO, ETC:  TAKE 5N EXIT BROOKHURST AND TURN LEFT.  TURN RIGHT ON LINCOLN (PASS A SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

IF BROOKHURST EXIT IS CLOSED:  TAKE 5 N EXIT EUCLID AND TURN LEFT.  TURN RIGHT ON LINCOLN (PASS BROOKHURST AND SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

***KEEP IN MIND THAT THE EUCLID EXIT COMES FIRST AND THEN BROOKHURST.****

OR 91 FWYWAY:  TAKE 91 W EXIT BROOKHURST AND TURN LEFT.  TURN RIGHT ON LINCOLN (PASS A SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

ATASCADERO
7305 MORRO RD, SUITE 201A
ATASCADERO, CA 93422
(805) 462-8983
FROM US-101 N, TAKE THE CA-41 EXIT- EXIT 219-TOWARD MORRO RD. TURN LEFT ONTO EL CAMINO REAL. Turn Left onto CA-41/MORRO RD.

FROM US-101 S, TAKE THE MORRO RD/CA-41 EXIT- EXIT 219, TURN RIGHT ONTO CA-41/MORRO RD.

BURBANK
2835 N. NAOMI STREET, SUITE 110
BURBANK CA 91504
(818) 566-9882
FROM 1-5 SOUTH:  TAKE HOLLYWOOD WAY EXIT 149. KEEP LEFT TO TAKE THE RAMP TOWARD WOODBURY UNIVERSITY.  TURN LEFT ONTO N. HOLLYWOOD WAY.  TURN RIGHT ONTO N. GLENOAKS BLVD.  TURN RIGHT ONTO N. NAOMI ST.  2835 N NAOMI ST IS ON THE RIGHT.

FROM I-5 NORTH:  TAKE BUENA VISTA STREET EXIT 148.  TURN LEFT ONTO N. BUENA VISTA.  TURN LEFT ONTO N. GLENOAKS BLVD.  TURN LEFT ONTO N. NAOMI ST.  2835 N. NAOMI ST IS ON THE RIGHT.

CARSON
17420 AVALON BLVD, SUITE 205
CARSON, CA 90746
(310) 400-7393
FROM CA-91 E/GARDENA FWY TAKE THE AVALON EXIT. OFF RAMP WILL LEAD YOU ONTO ALBERTONI ST. MAKE A RIGHT ONTO AVALON BLVD AND WE ARE LOCATED ON THE RIGHT HANDSIDE (SAME PARKING LOT AS CARL'S JR).

FROM CA-91 W TAKE THE AVALON EXIT. MAKE A LEFT ONTO AVALON BLVD. MAKE A U-TURN ON AVALON BLVD AND ALBERTONI ST. WE ARE LOCATED ON THE RIGHT-HAND SIDE. (SAME PARKING LOT AS CARL'S JR).

EL MONTE - SANTA FE SPRINGS
10330 PIONEER BOULEVARD, SUITE 285
SANTA FE SPRINGS, CA 90670
(562) 325-8113
FROM THE I-5 NORTH TAKE NORWALK BLVD EXIT #121, TURN RIGHT ONTO NORWALK BLVD. TURN LEFT ONTO IMPERIAL HWY/CA-90. TURN RIGHT ONTO PIONEER BLVD, TESTING CENTER WILL BE ON YOUR RIGHT.

FRESNO
351 E. BARSTOW, SUITE 101
FRESNO, CA 93710
(559) 538-3975
FROM CA-41 S, TAKE THE BULLARD AVE EXIT. TURN LEFT ONTO E BULLARD AVE. TURN RIGHT ONTO N FRESNO ST. PASS THROUGH THE INTERSECTION OF FRESNO AND BASTOW AVE. TAKE THE FIRST DRIVEWAY ON THE RIGHT-HAND SIDE.

FROM CA-41 N, TAKE THE SHAW AVE EXIT TOWARD CLOVIS. TURN RIGHT ONTO E SHAW AVE. TURN LEFT ONTO N FRESNO ST. TURN LEFT INTO THE LAST DRIVEWAY BEFORE BARSTOW AVE. TESTING CENTER IS IN THE OFFICE COMPLEX ON THE SW CORNER OF BARSTOW AND FRESNO ST.

HAYWARD
24301 SOUTHLAND DRIVE, SUITE B-1
HAYWARD, CA 94545
(510) 901-7992
FROM I-880 N TOWARD OAKLAND, TAKE THE WINTON AVENUE EXIT. MERGE ONTO W WINTON AVE TOWARD HEALD COLLEGE. TURN LEFT ONTO SOUTHLAND DR.

FROM I-880 S TOWARD SAN JOSE/SAN MATEO BR. TAKE THE WINTON AVE WEST EXIT TOWARD HEALD COLLEGE. MERGE ONTO W WINTON AVE. TURN LEFT ONTO SOUTHLAND DR.

REDDING
2861 CHURN CREEK, UNIT C
REDDING, CA 96002
(530) 221-0945
FROM 1-5 S, TAKE THE CYPRESS AVENUE EXIT (677). TURN RIGHT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM 1-5 N TOWARDS SACRAMENTO, TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM 299 E TOWARDS REDDING, START GOING WEST ON CA-299. MERGE ONTO 1-5 S RAMP ON THE LEFT TOWARDS SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM 299 W TOWARDS REDDING. START GOING EAST ON CA-299 TOWARDS WEAVERVILLE/REDDING. FROM 299 EAST TURN RIGHT ONTO CA-273/CA-299 E/MARKET STREET. TURN LEFT ONTO CA-299-E. MERGE ONTO 1-5 S VIA EXIT 2A TOWARDS RED BLUFF/SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.
RIVERSIDE
7888 MISSION GROVE PARKWAY S., SUITE 130
RIVERSIDE, CA 92508
951-565-8037
FROM THE CA-91W TOWARD RIVERSIDE/BEACH CITIES, TAKE THE CENTRAL AVENUE EXIT TOWARD MAGNOLIA CENTER. TURN LEFT ONTO CENTRAL AVE. CENTRAL AVE BECOMES ALESSANDRO BLVD. VEER TO THE RIGHT, THEN STAY STRAIGHT TO GO ON TRAUTWEIN RD (YOU WILL PASS COMMUNICATIONS CENTER DR). TURN LEFT ONTO MISSION GROVE PKWY S.

FROM THE HIGH DESERT/SAN BERNARDINO AREA 215 S, WHERE THE 60 FWY, 91 FWY AND THE 215 FWY SPIT, TAKE 215S (SIGNS FOR THE 60 EAST INDIO). TAKE EXIT 27C FOR ALESSANDRO BLVD, TURN RIGHT ONTO E ALESSANDRO BLVD, TURN LEFT ONTO MISSION GROVE PKWY S.

SACRAMENTO
8950 CAL CENTER DR, SUITE 158
SACRAMENTO, CA 95826
916-476-5926
FROM US-50 E: USE THE RIGHT TWO LANES TO TAKE EXIT 11 FOR WATT AVE. USE THE RIGHT 2 LANES TO TURN RIGHT ONTO WATT AVE. USE THE LEFT LANE TO TURN LEFT AT THE FIRST CROSS STREET ONTO FOLSOM BLVD. USE THE LEFT TWO LANES TO TURN LEFT ONTO MANLOVE RD. TURN LEFT ONTO CAL CENTER DR. BUILDING 8950 WILL BE ON THE LEFT.

FROM US-50 W: USE THE RIGHT TWO LANES TO TAKE EXIT 11 FOR WATT AVE. USE THE LEFT 2 LANES TO TURN LEFT ONTO WATT AVE. USE THE LEFT LANE TO TURN LEFT AT THE FIRST CROSS STREET ONTO FOLSOM BLVD. USE THE LEFT TWO LANES TO TURN LEFT ONTO MANLOVE RD. TURN LEFT ONTO CAL CENTER DR. BUILDING 8950 WILL BE ON THE LEFT.

SAN DIEGO
5440 MOREHOUSE DRIVE, SUITE 2300
SAN DIEGO, CA 92121
(858) 550-5940
FROM I-805 S, TAKE THE SORRENTO VALLEY RD/MIRA MESA BLVD EXIT. TURN LEFT ONTO MIRA MESA BLVD, TURN LEFT ONTO SCRANTON ROAD. TURN RIGHT ONTO MOREHOUSE DRIVE.

FROM I-805 N TOWARD LOS ANGELES, TAKE THE MIRA MESA BLVD/VISTA SORRENTO PKWY EXIT. TURN RIGHT ONTO MIRA MESA BLVD. TURN LEFT ONTO SCRANTON RD. TURN RIGHT ONTO MOREHOUSE DR.

ADDITIONAL PARKING CAN BE FOUND (ON TOP OF THE AT&T BUILDING) BY CONTINUING ON MOREHOUSE PAST OUR BUILDING AND TURNING LEFT AT THE NEXT DRIVeway UP THE HILL.

SAN FRANCISCO
150 EXECUTIVE PARK BLVD., STE 2400
SAN FRANCISCO, CA 94134
(415) 844-0008
I-80 W BECOMES US-101 S. TAKE EXIT 429 A TOWARD MONSTER PARK/TUNNEL AVE. TAKE THE RAMP TOWARD 3COM PARK. TURN RIGHT ONTO ALANNA RD. TURN LEFT ONTO EXECUTIVE PARK BLVD.

SANTA CLARA
2936 SCOTT BLVD
SANTA CLARA, CA 950547
(408) 844-0008


SANTA ROSA
160 WIKILUP DRIVE, SUITE 105
SANTA ROSA, CA 95403
(707) 791-3113
FROM US-101 N, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN RIGHT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKILUP DRIVE. FIRST DRIVeway ON RIGHT.

FROM US-101 S, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN LEFT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKILUP DRIVE. FIRST DRIVeway ON RIGHT.

VENTURA
4245 MARKET ST, SUITE 208
VENTURA, CA 93003
(805) 650-5220
FROM US-101N, TAKE THE TELEPHONE ROAD EXIT 65. TURN LEFT ONTO TELEPHONE ROAD. TURN RIGHT ONTO MARKET STREET.

VISALIA
3400 W MINERAL KING AVE, SUITE D-
VISALIA, CA 93291
(559) 627-6700
FROM CA-99N, MERGE ONTO CA-198E VIA EXIT 96 TOWARD VISALIA/SEQUOIA NAT’L PARK. TAKE THE EXIT TOWARD DEMAREE STREET. MERGE ONTO W NOBLE AVENUE. TURN LEFT ONTO S COUNTY CENTER DRIVE. TAKE THE 1ST LEFT ONTO W MINERAL KING AVENUE.

WALNUT CREEK
175 LENNON LANE., SUITE 203
WALNUT CREEK, CA 94598
(925) 906-9165
FROM I-5N, KEEP LEFT TO TAKE I-580W TOWARD TRACY/SAN FRANCISCO. MERGE ONTO I-680N VIA EXIT 448 TOWARD SACRAMENTO/WALNUT CREEK/CONCORD. TAKE THE YGNACIO VALLEY ROAD EXIT AND TURN RIGHT. TURN LEFT ONTO LENNON LANE.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you must arrive at least 30 minutes prior to your scheduled appointment time. This allows time for check-in and identification verification and provides time to familiarize yourself with the examination process. If you arrive late, you may not be admitted to the examination site and you may forfeit your examination registration fee.

Candidates shall not communicate with anyone other than a PSI proctor once their examination has begun. Visitors are not allowed in the testing lobby.

Even though candidates will be thumb printed, you are still required to comply with any identification requirements established by the appropriate regulatory entity.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide one of the following valid forms of government-issued identification before you may examine:

- An unexpired State issued Driver License
- An unexpired State Department of Motor Vehicles Identification Card
- A current U.S military - issued identification
- An unexpired passport
- A US Government-issued Passport Card
If you have had a name change, you must submit a name change to the BVNPT, in writing, accompanied by legal documentation to verify your new legal name. Acceptable documentation may include a marriage license, divorce decree or a copy of your new driver’s license.

If you cannot provide the required identification, you must call (877) 392-6422 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.

CALIFORNIA LAW SECURITY PROCEDURES

Section 123 of the California Business and Professions Code states: It is a misdemeanor for any person to engage in any conduct which subverts or attempts to subvert any licensing examination or the administration of an examination, including, but not limited to:

- Conduct which violates the security of the examination materials;
- Removing from the examination room any examination materials without authorization;
- The unauthorized reproduction by any means of any portion of the actual licensing examination;
- Aiding by any means the unauthorized reproduction of any portion of the licensing examination;
- Paying or using professional or paid examination-takers for the purpose of reconstructing any portion of the licensing examination;
- Obtaining examination questions or other examination material, except by specific authorization either before, during, or after an examination; or
- Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a future, current, or previously administered licensing examination.

Communicating with any other examinee during the administration of a licensing examination.

Copying answers from another examinee or permitting one’s answers to be copied by another examinee.

Having in one’s possession during the administration of the licensing examination any books, equipment, notes, written or printed materials, or data of any kind, other than the examination materials distributed, or otherwise authorized to be in one’s possession during the examination.

Impersonating any examinee or having an impersonator take the licensing examination on one’s behalf.

Nothing in this section shall preclude prosecution under authority provided for in any other provision of law. In addition to any other penalties, a person found guilty of violating this section, shall be liable for the actual damages sustained by the agency administering the examination not to exceed ten thousand dollars ($10,000) and the costs of litigation.

IMPORTANT INFORMATION ABOUT TAKING AN EXAMINATION

1. All candidates will have their thumbprint taken during examination check-in. The thumb print must be matched after candidates return from a restroom break and any time the candidate leaves and returns to the test site after check-in.

2. The temperature in the testing room is maintained at a moderate level. Candidates are advised to layer clothing. Acceptable layered clothing includes lightweight shirts, sweaters, and pullovers without pockets or hoods. These items must be worn upon check-in, while you wait to enter the testing room, and during your initial seating for the examination. If the layered item is removed during the examination, you will be required to store it in the lobby while time continues to count down on your examination. Outerwear (coats, heavy jackets, vests, shawls, scarves, etc.) is not allowed in the testing rooms.

3. There are timing mechanisms available in the testing room and on the computer console to help candidates keep track of time during the test administration. Candidates are not permitted to bring watches or other timekeeping devices into the testing rooms.

4. Only one candidate will be allowed to take a restroom break at a time. Candidates are required to sign out when leaving and returning to the testing room. If a candidate’s restroom break takes longer than 5 (five) minutes, a proctor will check on the candidate and will notify the applicable regulatory entity of the occurrence. The regulatory entity will investigate and take appropriate action.

5. The following is a non-exhaustive list of personal items that are not permitted in the testing rooms:

<table>
<thead>
<tr>
<th>Item</th>
<th>Permitted Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purses</td>
<td>Briefcases/daypacks/luggage</td>
</tr>
<tr>
<td>Cellular phones</td>
<td>Pagers</td>
</tr>
<tr>
<td>Drinks (including water)</td>
<td>Food/candy/snacks/gum</td>
</tr>
<tr>
<td>Good luck items</td>
<td>Luggage</td>
</tr>
<tr>
<td>Calculators</td>
<td>Reading materials</td>
</tr>
<tr>
<td>Textbooks</td>
<td>Notes</td>
</tr>
<tr>
<td>Any recording device</td>
<td>Smart devices</td>
</tr>
<tr>
<td>Electronic devices</td>
<td>Headphones or earphones/earbuds</td>
</tr>
<tr>
<td>Personal pens or pencils</td>
<td>Therapeutic items</td>
</tr>
<tr>
<td>Cameras</td>
<td>Over-the-counter medication</td>
</tr>
<tr>
<td>Weapons</td>
<td>Fashion scarves</td>
</tr>
<tr>
<td>Hats/baseball caps/visors</td>
<td>Sunglasses***</td>
</tr>
<tr>
<td>Bulky, large or noisy</td>
<td>Prescription drugs****</td>
</tr>
<tr>
<td>jewelry</td>
<td></td>
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</tbody>
</table>

*Headwear worn for religious purposes is subject to inspection.

**Prescription and non-prescription eyeglasses may not be worn for the photo. Eyeglasses subject to inspection.

***Jewelry that is allowed into the examination room is subject to inspection.

****Drugs that are medically necessary during the pendency of the examination may be brought into the examination site, in a container bearing a proper prescription label with the name of the candidate and of the drug; any such
medication is subject to examination by a proctor upon check-in.

Examination proctors will have considerable discretion to refuse permission of clothing and/or items that compromise the integrity or security of the examination.

During the check-in process, all candidates will be asked if they possess any of the prohibited items and all candidates will be asked to empty their pockets. If prohibited items are found during check-in, candidates must return these items to their vehicle or other place of safekeeping. Neither PSI nor the Department of Consumer Affairs will be responsible for the items. Any candidate possessing prohibited items in the testing room will have his or her examination results invalidated, and PSI will notify the appropriate regulatory entity of the occurrence.

6. Shoes must be worn at all times and feet are not permitted on the chairs. Feet must remain on the floor during examinations.

7. Copying any portion of the examination content by any means, or communicating examination content for the purpose of aiding its unauthorized reproduction, whether before, during, or after the examination, is a violation of PSI security policy and existing law. Either one may result in the disqualification or invalidation of examination results, the denial of your license, and may result in criminal prosecution.

8. If a candidate is asked by a proctor to step into the lobby during your examination, the proctor will suspend the candidate’s examination, so all remaining test time will be retained.

Only candidates, and those individuals with prior regulatory entity approval, are allowed to be present in the testing sites.

If candidates require that an exception be made to ANY of the abovementioned security procedures, candidates must contact their regulatory entity PRIOR to the date of their examination. The regulatory entity must provide the exception to PSI. NO EXCEPTIONS WILL BE MADE ON THE DAY OF THE EXAMINATION.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate 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 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 answering questions, and reviewing your answers.

TEST QUESTION SCREEN

The “function bar” at the top of the test question screen provides mouse-click access to the features available while taking the examination.

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 ADMINISTRATION

The Psychiatric Technician Licensure Examination contains 240 multiple-choice items and candidates are allowed four hours to complete the examination.

SAMPLE EXAMINATION QUESTIONS

1. In which of the following positions should a client be placed in preparation for a pelvic examination?
   a. Sims
   b. Supine
   c. Lithotomy*
   d. Dorsal recumbent

2. A medication order is received for 0.5 gm of a drug. What amount should be administered if the dose on hand is 100 mg per ml?
   a. 0.05 ml
   b. 0.50 ml
   c. 5.00 ml*
   d. 50.00 ml

*=Correct Answer

EXAMINATION RESULTS

At the end of your exam, you will receive only an examination verification report at the testing center, indicating the date and time that you took the BVNPT examination. Examination results will be mailed approximately two weeks after the examination. Your examination results are confidential and are released only to the BVNPT. To protect your privacy and
maintain the confidentiality of test results, score information is not given over the telephone.

**IF YOU PASS THE EXAMINATION**

Candidates who have passed the examination are eligible for licensure upon receipt of fingerprint clearance from the California Department of Justice and submission of the required initial license fee.

**FAILING SCORE REPORTS**

The score report will indicate the candidate’s overall score and grade, including the number of items answered correctly. The number correct in each content area is displayed. The primary purpose in providing a sub-score for each part of the examination is to guide candidates in areas requiring additional preparation for re-testing.

Candidates who fail the examination will be eligible to retake the examination once after a period of one month. At that time, if the candidate fails the examination a second time, the candidate will be eligible to retake the examination once every six months. There is no limit on the number of retakes. To be rescheduled, you must complete the “Application for Re-Examination” which will be mailed to you with your examination results, and attach the appropriate re-examination application fee.

**ABANDONMENT OF APPLICATION/INELIGIBILITY**

Title 16, California Code of Regulations Section 2571 states:

(a) An application shall be deemed to have been abandoned and the application fee forfeited when:
1. The applicant fails to complete the application within two years after it is originally submitted;
2. The applicant fails to complete the application within two years after the last notice of deficiency; or
3. The applicant, without good cause, fails to take the examination within one year after being scheduled.

(b) An application submitted subsequent to the abandonment of a former application shall be treated as a new application.
The development of a licensure examination program begins with an analysis of professional practice to ensure that the licensure examination is job-related. A psychiatric technician occupational analysis was conducted and the new test plan was adopted by the BVNPT in February 2015.

Licensees were interviewed to identify the tasks that are commonly performed by entry-level psychiatric technicians and the knowledge required to perform those tasks safely. This information was then verified by panels of Subject Matter Experts and compiled into an occupational survey. A random population of licensees was then surveyed. Response data was analyzed. A new test plan was developed that included the critical tasks, and the knowledge required to perform the critical tasks safely and competently as identified in the analysis. Effective March 1, 2016, the current test plan includes questions in the following content areas:

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