

Before scheduling  
your examination,  
be sure you understand  
the contents of this bulletin.  
Please retain and use it as a  
reference when contacting PSI.



**PSI licensure:certification**

3210 E Tropicana  
Las Vegas, NV 89121  
www.psiexams.com

## California Board of Vocational Nursing and Psychiatric Technicians Written Licensure Examination

### CANDIDATE INFORMATION BULLETIN



#### CONTENT OUTLINE

Eligibility Notice .....	2	Special Accommodations Available.....	4
Purpose .....	3	Examination Site Locations.....	5
Objective of the Board.....	3	Reporting to the Examination Site .....	6
Examination Development.....	3	Required Identification at the Examination Site.....	6
Establishing the Passing Standards.....	3	Security Procedures .....	7
Examination Scheduling Procedures .....	4	Taking the Examination by Computer .....	8
Internet Scheduling .....	4	Identification Screen .....	8
Telephone Scheduling .....	4	Tutorial .....	8
Canceling an Examination.....	4	Examination Administration .....	8
Missed Appointment or Late Cancellation .....	4	Examination Results .....	8
Taking a Re-examination .....	4	Abandonment of Application/Ineligibility.....	9
Emergency Examination Center Closing.....	4	Examination Content Areas.....	10

Please refer to our website to check for the most updated information at [www.psiexams.com](http://www.psiexams.com).



**Board of Vocational Nursing and Psychiatric Technicians**  
2535 Capitol Oaks Drive, Suite 205  
Sacramento, CA 95833  
(916) 263-7830  
[www.bvnpt.ca.gov](http://www.bvnpt.ca.gov)

## **STATE OF CALIFORNIA NOTICE OF ELIGIBILITY**

---

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](http://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](http://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](http://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:

Memorial Day	Closed May 29, 2017
Independence Day	Closed July 4, 2017
Labor Day	Closed September 4, 2017
Thanksgiving	Closed November 23-24, 2017
Christmas	Closed December 24-25, 2017
New Years Day	Closed January 1, 2018
Martin Luther King	Closed January 15, 2018

### 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](http://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 voice mail 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

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.*

*(ORANGE COUNTY) DIRECTIONS FROM SAN DIEGO, IRVINE, MISSION VIEJO, ETC: TAKE 5N EXIT BROOKHURST AND TURN LEFT. TURN RIGHT ONTO 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 FREEWAY: TAKE 91 W EXIT BROOKHURST AND TURN LEFT. TURN RIGHT ONTO 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 I-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) 217-1066

*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 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) 221-9006

*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) 784-1114

*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 I-5 S, TAKE THE CYPRESS AVENUE EXIT (677). TURN RIGHT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.*

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

*FROM 299 E TOWARDS REDDING, START GOING WEST ON CA-299. MERGE ONTO I-5 S RAMP ON THE LEFT TOWARDS SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO 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 I-5 S VIA EXIT 2A TOWARDS RED BLUFF/SACRAMENTO.*



TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

#### **RIVERSIDE**

7888 MISSION GROVE PARKWAY S., SUITE 130  
RIVERSIDE, CA 92508  
(951) 789-0348

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 ONTO TRAUTWEIN RD (YOU WILL PASS COMMUNICATIONS CENTER DR). TURN LEFT ONTO MISSION GROVE PKY W.

FROM THE HIGH DESERT/SAN BERNARDINO AREA 215 S, WHERE THE 60 FWY, 91 FWY AND THE 215 FWY SPLIT, 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**

9719 LINCOLN VILLAGE DR.  
BUILDING 100, SUITE 100  
SACRAMENTO, CA 95827  
(916) 363-6455

FROM SAN FRANCISCO/VALLEJO ON I-80 E, TAKE US-50 E TOWARD SACRAMENTO/SOUTH LAKE TAHOE. TAKE BRADSHAW ROAD, EXIT 13, TURN RIGHT ONTO BRADSHAW ROAD. TURN IMMEDIATE LEFT ONTO LINCOLN VILLAGE DR.

#### **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) 330-9700

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 95054  
(408) 844-0008

FROM US-101 N, TAKE THE SAN TOMAS EXPWY/MONTAGUE EXPWY EXIT- EXIT 392. TAKE THE SAN TOMAS EXPWY RAMP. MERGE ONTO SAN TOMAS EXPY/CR-G4. TURN LEFT ONTO SCOTT BLVD.

FROM I-880 S TOWARD SAN JOSE, TAKE THE MONTAGUE EXPWY EXIT (7). TAKE THE MONTAGUE EXPWY WEST RAMP. MERGE ONTO MONTAGUE EXPY/CR-G4 E. TURN LEFT ONTO E TRIMBLE RD. E TRIMBLE RD BECOMES DE LA CRUZ BLVD. TURN SLIGHT RIGHT ONTO CENTRAL EXPY/CR-G6 W. TURN SLIGHT RIGHT ONTO SCOTT BLVD.

#### **SANTA ROSA**

160 WIKIUP DRIVE, SUITE 105  
SANTA ROSA, CA 95403  
(707) 544-6723

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 WIKIUP 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 WIKIUP 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

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 1<sup>ST</sup> 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 44B 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

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 and re-entry into the testing room after an approved absence. If a candidate passes the examination, the thumbprint record will be destroyed. If a candidate abandons his or her application for licensure, as determined by the appropriate regulatory authority, the thumbprint will also be destroyed. If a candidate is

unsuccessful, the thumbprint record will be retained by PSI to ensure proper identification on any subsequent examination attempts. If the thumbprint doesn't match upon exit and re-entry, the candidate shall be disqualified from the examination, his or her test results invalidated, and the appropriate regulatory entity will be notified of the occurrence. The taking of the thumbprint is an additional measure to enhance examination security. The Department's Office of Professional Examination Services shall ensure that the appropriate safeguards for the storage and destruction of the thumbprint records are in place.

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. These items must be worn upon check-in, while you wait to enter the testing room, and during your initial seating for the examination.
3. There are timing mechanisms available at the test site and on the computer console to help candidates keep track of time during the test administration. Watches or other timekeeping devices are not permitted in the examination rooms.
4. Only one candidate will be allowed to take a restroom break at a time. Candidates are required to sign out when you leave the room and when you return. 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, which will take appropriate action.
5. The following items are not permitted in the examination rooms:
  - All personal electronic devices, except those that are a medical necessity.
  - Cellular telephones, personal digital assistants (PDAs), recording devices, cameras, pagers, purses, notebooks, notebook computers, reference or readings material, music players, radios, electronic games, calculators, or briefcases.
  - Personal items including watches, backpacks, wallets, pens, pencils, or other writing devices, food, drinks (unless prior approval is obtained by your regulatory entity) and good-luck items.
  - Hats, baseball caps, or visors (with the exception of religious apparel), coats, shawls, hooded clothing, heavy jackets or overcoats.

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 shall return these items to their vehicle or other place of safekeeping. Neither PSI, nor the Department of Consumer Affairs, shall be responsible for the items. Any candidate possessing the prohibited items in the examination room shall have his or her test results invalidated, and PSI shall notify the appropriate regulatory entity of the occurrence.

6. Copying or communicating examination content is a violation of PSI security policy and existing law. Either one shall result in the disqualification or invalidation of examination results, the denial of your license, and may subject the candidate to criminal prosecution.



7. If you are asked by a proctor to step into the lobby during your examination, the proctor will suspend your examination and you will not lose any remaining test time.

## 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. The “Function Bar” at the top of the sample question provides mouse-click access to the features available while taking the examination.



The screenshot shows a computer interface for an examination. At the top, there is a navigation bar with icons for Mark, Comments, Goto, Help, and End. Below this, a status bar displays: Question: 3 of 40, Answered: 2, Unanswered: 1, Marked: 0, View: All, Time Left(Min): 359. The main question area contains the text: "3. What do the stars on the United States of America's flag represent?". Below the question, it says "(Choose from the following options)". There are four radio button options: "1. Presidents", "2. Colonies", "3. States", and "4. Wars". At the bottom of the question area, there are two buttons: "<< Back" and "Next >>".

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 subscore 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.

## SUMMARY OF SUBJECT MATTER AREAS PSYCHIATRIC TECHNICIANS

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.

Licenseses 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 licenseses 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:

CONTENT AREA		APPROXIMATE % OF TEST (WEIGHT)
1.	Self-Care	7
1.A.	Bathing and Oral Hygiene Skills	
1.B.	Grooming and Dressing Skills	
1.C.	Self-feeding Skills	
1.D.	Toileting and Toileting Hygiene	
2.	Basic Nursing Care	27
2.A.	Infection Control	
2.B.	Collection of Physical Data and Specimens	
2.C.	Skin Integrity and Musculoskeletal Function and Support	
2.D.	Diet and Nutritional Support	
2.E.	Gastrointestinal, Genitourinary, and Reproductive Function and Support	
2.F.	Respiratory Function and Support	
2.G.	Neurological Function and Support	
2.H.	Endocrinological Function and Support	
2.I.	Cardiovascular Function and Support	
2.J.	Emergency Care	
3.	Administration of Care	15
3.A.	Assignment, Delegation, and Supervision	
3.B.	Environmental Safety	
3.C.	Client Rights and Legal Commitments	
4.	Medications	19
4.A.	Assessment and Evaluation	
4.B.	Administration of Medications	
5.	Psychosocial Assessment and Interventions	21
5.A.	Assessment and Planning	
5.B.	Intervention and Evaluation	
5.C.	Termination of <del>Therapy</del> Therapy	
6.	Behavior Management	11
6.A.	On-going Management	
6.B.	Crisis Intervention	

**Board of Vocational Nursing and  
Psychiatric Technicians  
2535 Capitol Oaks Dr. #205  
Sacramento, CA 95833**