

THE
NATIONAL
BOARD OF
PODIATRIC
MEDICAL
EXAMINERS



PART III
CANDIDATE BULLETIN

**TEST DATES
AND DEADLINES**

JUNE 8, 2005

**THOMSON PROMETRIC REGISTRATION DEADLINE
(APRIL 8, 2005)**

DECEMBER 7, 2005

**THOMSON PROMETRIC REGISTRATION DEADLINE
(SEPTEMBER 30, 2005)**

-----IMPORTANT NOTICE-----

BEFORE YOU SEND IN YOUR PART III REGISTRATION FORM, PLEASE CONTACT THE STATE BOARD IN WHICH YOU WOULD LIKE TO BE LICENSED. YOUR ELIGIBILITY WILL BE DETERMINED BY THE STATE ONCE YOU SATISFY THE STATE'S REQUIREMENTS. THOMSON PROMETRIC CAN ONLY RELEASE YOUR AUTHORIZATION TO TEST (ATT) UPON APPROVAL OF THE STATE BOARD.



NATIONAL BOARD OF PODIATRIC MEDICAL EXAMINERS

Thomson Prometric®

The National Board of Podiatric Medical Examiners is a nonprofit corporation established in 1956.

The National Board organization consists of twelve members: two members nominated by the Federation of Podiatric Medical Boards, an educator at one of the Colleges of Podiatric Medicine, one member who has had professional experience in statistics and test development, one member representing the consuming public, three individuals from state licensing boards, a podiatric physician currently in practice, three individuals with experience: on the Council on Podiatric Medical Education, as a member of a Specialty Board, as the Director of a Podiatric Medical Residency Program. A member of the Board of Trustees of the American Podiatric Medical Association and a representative from the American Podiatric Medical Students Association each may serve in a liaison capacity with the Board.

As of October 1, 2004, Capstar and its divisions, The Chauncey Group International, Experior Assessments, and iLearning, were acquired by Thomson Prometric, a global leader in technology-enabled testing and assessment services for academic, professional, government, corporate and information technology markets. Thomson Prometric delivers standardized tests for 300 clients, in 26 languages, over the Web or through a global network of testing centers in 134 countries. Based in Baltimore, Maryland, Thomson Prometric employs 3,000 employees worldwide.

Among other testing programs, Thomson Prometric administers examinations for the North American Pharmacy Licensure Examination (NAPLEX), Oncology Nurses Certification Corporation (ONCC), the National Council of Architectural Registration Boards (NCARB), and numerous other programs for professional licensing and certification.

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2004 - 2005

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Address registration forms and all correspondence regarding registration, fees, test centers, authorization forms, and score reports to:

Thomson Prometric/NBPME
664 Rosedale Road
Princeton, New Jersey 08540
Telephone: (877) 302-8952

Introduction

The National Board of Podiatric Medical Examiners (NBPME) examinations are written qualifying tests currently recognized or utilized by legal agencies governing the practice of podiatric medicine in the states, provinces, and federal agencies listed in this **Bulletin**. Legal agencies may, at their discretion, grant successful candidates a license to practice podiatric medicine without further written examination.

The National Board examinations consist of three objective examinations; Part I, Part II, and Part III, formerly known as The Podiatric Medical Licensing Examination for States. Part I is generally taken after the completion of the candidate's second year of study. It samples the candidate's knowledge in the basic science areas of General Anatomy; Lower Extremity Anatomy; Biochemistry; Physiology; Medical Microbiology and Immunology; Pathology; and Pharmacology. Questions covering these content areas are interspersed throughout the examination. Part II is generally taken near the completion of the candidate's final year of study. It samples the candidate's knowledge in the clinical areas of General Medicine; Dermatology; Radiology; Orthopedics/Biomechanics; Surgery/Anesthesia/Hospital Protocol; and Community Health/Jurisprudence. Questions covering these content areas are interspersed throughout the examination.

The Part III is a licensing examination designed to determine whether a candidate's knowledge and clinical skills are adequate for safe practice. Clinical skills refers to the application of knowledge needed by entry-level podiatrists to evaluate, diagnose, and treat patients. Part III is given by state licensing boards to candidates who have applied or who are applying for licenses and who have met, or will meet, the state's own criteria for licensure for independent and unsupervised general practice. Candidates must hold a DPM and have made application for a license in one or more of the participating states to take Part III.

In the opinion of NBPME, the examinations should be taken in sequence: Part I, Part II, and then Part III. Participating states are requested to require the successful completion of Part I and II before a candidate is eligible for Part III. In December 2000, the Part III was administered using Computer-Based Testing (CBT). The CBT examination enables you to choose your testing location and date by appointment, enables faster reporting of test results, and provides you with a more personalized testing experience. In addition, the examination will be delivered as a computer-based linear test (CLT). A computer-based linear test is a fixed-length examination in which questions are randomly ordered. Testing proceeds until all the questions in the examination have been administered.

The examination is comprised of 180 questions in a multiple-choice format, including clinical photographs, radiographs, and patient management problems. The examination contains a specified number of **non-graded questions**. These questions are added to the examination in order for NBPME to obtain statistics on the performance of each question. **Non-graded questions** are not labeled as such and **do not** contribute to a candidate's score. The maximum time allowed to take this examination is four (4) hours. To assist candidates in preparing for the examination, an outline of the content areas covered are included in this Bulletin. Sample questions representative of actual examination content, difficulty level, and question formats are also included.

Registration

Eligibility

A candidate is eligible to sit for the examination when they have received a Doctor of Podiatric Medicine (DPM) degree and have made formal application for a license in one of the participating states. **Application MUST BE MADE through a state board and Thomson Prometric.** (Refer to the list of State Boards on page 13.)

Examination Dates and Fees

Candidates can sit for the Part III examination on the second Wednesday of June and the first Wednesday of December. The upcoming examination dates are:

June 8, 2005
December 7, 2005

The fee for the examination is \$900.00, paid by the candidate and submitted to the State Board or to Thomson Prometric. Fees must be submitted with the application in the form of a certified check, cashier's check, or money order made payable to the National Board of Podiatric Medical Examiners. Personal checks will not be accepted and will be returned; a \$25.00 service fee will be charged and the application will need to be resubmitted with a correct form of payment. State Boards may assess other fees as required by statute or regulation.

Refunds

If a candidate is deemed ineligible to sit for the examination, \$800.00 will be refunded to the candidate. A \$100.00 service charge is withheld by NBPME. **Candidates may not transfer their application for the next examination administration, since application must also be made to the state board in which you are applying.**

If a candidate is unable to take the examination on the date he or she originally scheduled, the candidate may request a refund. **All requests for cancellation and refunds must be made in writing prior to the current examination administration (see address listed below), or by faxing your request to NBPME at (609) 720-6550, or via e-mail to Judy Antal at Judy.Antal@thomson.com.** Candidates will be refunded \$800.00. A \$100.00 service charge is withheld by NBPME.

Refund requests must be sent within and up to one year of the testing date!

Candidates who fail to cancel or reschedule an appointment with the CBT center by noon of the second business day before the appointment will be required to pay a service charge of \$200.00 to cover the cost of reserving a space in the testing center.

Mailing address :

Thomson Prometric/NBPME
664 Rosedale Road
Princeton, New Jersey 08540

Retake Policy

Candidates who fail an examination must retake the entire examination. There is no limit on the number of times a candidate may retake an examination. **All retake candidates must make an appointment prior to the examination session. If you quit the examination early, you are considered to be a repeater when you retake the examination.**

About the Examinations

No candidate is expected to obtain a perfect score. However, in the opinion of the examination committees of the National Board of Podiatric Medical Examiners, every candidate should have some degree of familiarity with the subject matter of each question. A candidate should look for the best choice and not be misled by other choices that might be only partially true. Only one choice may be marked for each question.

You should answer all of the questions because your score will be based on the number of correct answers you mark (one point for each question correct).

Testing Accommodations

CANDIDATES SEEKING ANY NON-STANDARD ARRANGEMENTS MUST SUBMIT A WRITTEN REQUEST AND DOCUMENTATION AT THE TIME THEY FILE THEIR APPLICATION WITH THE NATIONAL BOARD. SEE BELOW FOR MORE INFORMATION.

Americans with Disabilities Act

Candidates seeking testing accommodations under the Americans with Disabilities Act of 1990 must contact Thomson Prometric for approval prior to submitting their application for the Part III examination. Formal written requests and documentation are required. Documentation should be in the form of a letter on the official letterhead of a licensed or certified professional qualified to diagnose and treat special conditions. A description of the accommodation(s) requested should be included. Your request, with the documentation, will be reviewed to determine if the accommodation will be granted. The Thomson Prometric staff will assist in the registration process. There is no extra charge to the candidate for making these accommodations.

Candidates approved for non-standard accommodations will receive their Authorization to Test (ATT) and then must call the special conditions coordinator at the Prometric Candidate Services Contact Center (CSCC) at the toll-free number (800) 967-1139 to schedule an appointment. Local centers may not schedule appointments for candidates with non-standard accommodations.

Candidate Review of Examination Performance

Examination reviews are NOT permitted.

How to Schedule Your NBPME Part III Appointment

Authorization to Test

Upon confirmation of your completed registration form, an Authorization to Test (ATT) will be mailed to you. It is important you confirm the information on the ATT is correct. Please notify the Thomson Prometric as soon as possible by calling (877) 302-8952 if there are any inaccuracies.

You will need your ATT to schedule an appointment to take the Part III examination, and you must take your ATT to the test center on the day of your examination. YOU WILL NOT BE ADMITTED TO THE EXAMINATION WITHOUT YOUR ATT.

The ATT contains your test authorization number, identification number, and an expiration date. Your examination must be scheduled on the date listed on your ATT. To increase the likelihood of testing at the center of your choice, you should call to schedule your appointment as soon as you receive your ATT. A list of CBT centers will be included with your ATT. Call 1-877-302-8952 to report a lost ATT.

Procedure for Scheduling NBPME Part III Appointments

1. A list of CBT centers are included in this booklet. You may take the Part III examination at any CBT center unless you are required to take the examination within the state that will issue your license. Please check with the appropriate state board. When you receive your ATT, select a CBT center and call 1-800-722-2830 to make your appointment. **Do not call until you receive your ATT.** Have your ATT available when you make your call.
2. You could also arrange your appointment through the Website: www.prometric.com, "Schedule a Test", then "Academic, Professional Licensure, Government, and Corporate Programs."
3. The CBT center staff will ask you to supply your name and telephone number and to provide your authorization number, identification number, and authorized test dates from your ATT. You will also be asked for your preference for date and time of testing at a CBT center.
4. If your first choice of time is unavailable, you will be offered an alternative that is as close to your first choice as possible.
5. Make a note of when and where you have been scheduled for the examination. No confirmation of your appointment will be sent to you. Be sure to ask for directions to the CBT center, if you need them.
6. For the Part III examination, expect your testing session to last up to four hours. Most candidates begin their testing sessions within 30 minutes after their scheduled appointments.

7. Your appointment must be scheduled as soon as you receive your ATT.

Procedure for Changing or Canceling NBPME Part III Appointments

If you need to reschedule or cancel your appointment, you must do so by noon of the second business day before the appointment. For example, to cancel an examination for Tuesday, you must notify the test center or the CSCC by noon on the Saturday before the Tuesday appointment. **Call the test center where you are scheduled or the toll-free number (800) 722-2830.** Notification must be left directly with the administrator at the test center. **DO NOT** leave a message on the answering machine; it does not constitute official notification. **You must also notify Thomson Prometric in writing of your cancellation plans by faxing your request to (609) 720-6550, or via e-mail to Judy Antal at Judy.Antal@Thomson.com, or by writing to the address on page 4.**

Candidates who have requested non-standard accommodations must call the Special Conditions Coordinator at (800) 967-1139 to cancel.

If you fail to arrive for your appointment or cancel without giving at least two business days notice, you will forfeit \$200 of your examination fee and your ATT will be invalidated.

If an examination administration is canceled due to weather conditions or other major difficulties, the CBT center will, whenever possible, announce the cancellation on local radio. If cancellation is necessary, you will be rescheduled for another appointment.

A candidate who needs to reschedule an examination appointment because of a medical emergency may mail a written request and official documentation such as a doctor's letter to the NBPME Program Administrator at the mailing addresses on page 4. Such a request must be made within the two-week period following the scheduled exam date. No refund of test fees is guaranteed.

Personal Identification and Examination Security

Because of the importance of the NBPME examinations, numerous security measures will be enforced during the examination administrations. Strict candidate identification requirements have been established.

Identification Requirements

- You should always use the same form of your name. **Do not** change the spelling and **do not** change the order of your name.
- Use the same form of your name that is on your NBPME registration if you contact Thomson Prometric for assistance.
- When you arrive at the test center, you will be required to present a current (valid) photo ID with a signature and your ATT. If the administrator questions your photo ID, a second form of signature-bearing ID will be required. **You will not be**

admitted to the examination without the proper identification and your ATT. Both pieces of identification must be signed and one must bear a current (valid) photograph of you. The name on the identification that includes the photograph must be the same as the name that appears on your ATT.

If your name has changed since you registered for the examination, you will need to bring documentation of this change (e.g., a marriage license) with you for identification purposes.

- Acceptable forms of *primary* identification (which must include your signature and photograph) are: current (valid) driver's license, employee identification card, state identification card, or a current (valid) passport.
- Secondary forms of identification must include your signature. Acceptable forms of secondary identification include: valid military identification card, citizenship card, current (valid) driver's license without a photo, or credit card.

Additional Precautions

Additional security measures taken at the test centers include the following:

- Your photograph will be taken at the test center and will be kept on file for additional identification purposes.
- You will be observed at all times while taking the examination. This observation will include direct observation by test center staff as well as video and audio monitoring of your examination session.

On the Day of the Examination

The staff at each CBT center follow designated procedures to ensure that the operation of the test center meets the National Board of Podiatric Medical Examiners' criteria for standardized testing.

Overview of the Examination Day Process

Plan to arrive at the CBT center at least 30 minutes before your scheduled testing time. If you arrive 30 minutes after your scheduled appointment, you may be required to forfeit your appointment. If you forfeit your appointment, you will be required to register again and pay an additional examination fee.

Waiting areas at the CBT centers are small. Friends or relatives who accompany you to the test center will not be permitted to wait in the test center or contact you while you are taking the examination.

The following activities will occur when you arrive at the CBT center for your NBPME Part III appointment.

1. You must present your ATT, your *photo-bearing* identification that includes your signature, and your second form of identification, if necessary. Your ATT will be collected at the CBT center.

2. You will have your photograph taken. You cannot be tested without having your picture taken.
3. You will be asked to sign in at the center. Your signature will be compared to the one on your identification documents. You will be asked to sign your name every time you enter or leave the testing area within the center.
4. You will be required to leave your personal belongings outside the testing room. Secure storage will be provided. However, you should keep your two forms of identification with you at all times. If you leave the testing room for any reason, you will be required to show the test administrator your identification to be readmitted to the room. Storage space is small, so candidates should plan appropriately. Do not take large bags, textbooks, notebooks, or any other unnecessary items to the test center. CBT centers assume no responsibility for candidates' personal belongings.
5. The test administrator will give you a short orientation and will then escort you to a computer terminal. You must remain in your seat during the examination, except when authorized to leave by a test center staff member.
6. At the beginning of the examination you will be required to signify your assent to the terms and conditions of the Confidentiality and Conduct Agreement appearing on page 7.
7. The test administrator will provide you with a packet of scratch paper that may be replaced as needed during testing. You may not take your own scratch paper or pencil to the examination, nor may you remove the scratch paper from the testing room during unscheduled breaks. Scratch paper should be given to the test administrator upon completion of your test.
8. Raise your hand to notify the test administrator if you:
 - believe you have a problem with your computer
 - need more scratch paper
 - need to take an unscheduled break
 - need assistance for any reason
9. You will have up to four (4) hours to complete the NBPME Part III examination. **There is no scheduled break.** A short tutorial, which is given at the beginning of the examination, is not included as part of this testing time.
10. Disposable ear plugs will be available from the administrator.
11. The clock will continue to run and will not be turned off for unplanned, unscheduled breaks. If there is a power outage, the time will stop counting down. The examination will resume at the point where it left off when power is restored.
12. After your examination is finished, you will be asked to complete a brief, computer-delivered questionnaire about your testing experience.
13. The test administrator will collect all scratch paper. Removing scratch paper from the test center is considered an act of misconduct.

14. If you have any additional comments, you are encouraged to ask the test administrator for a Comment Form. The comments can be written on this form and given to the test administrator or you can mail the form directly to Thomson Prometric/NBPME (see page 3 for the address).

Please Note: On rare occasions, technical problems and weather emergencies may require rescheduling of a candidate's examination. If delays are extended more than 30 minutes past a scheduled appointment, the candidate will be offered the opportunity to reschedule without cost. If you choose not to reschedule, but rather test after a delay, you will have no further recourse and your testing results will be considered valid.

Test Center Regulations

To ensure that all candidates' results are earned under comparable conditions and represent fair and accurate measurement, it is necessary to maintain a standardized testing environment. The following regulations are strictly enforced.

- No papers, books, food, or purses are allowed in the testing room.
- No eating, drinking, or use of tobacco is allowed in the testing room.

Confidentiality and Conduct Agreement

At the beginning of the examination, you will be required to confirm that you have read and that you understand the following confidentiality and conduct agreement:

"The contents of this test are copyrighted, proprietary, and confidential. Any efforts to disclose or reproduce any portion of the test, its content or items therein in any part to any individual or entity for any purpose whatsoever is prohibited. Such activity may be responded to by test score invalidation for an individual or group as well as civil and/or criminal prosecution.

I can be disqualified from taking or continuing to sit for an examination, or from receiving examination results, or my scores might be canceled if there is reason to believe through proctor observations, statistical analysis, and/or other evidence that my score may not be valid or that I was engaged in collaborative, disruptive, or other unacceptable behavior during the administration of this examination."

Candidate Misconduct

The NBPME examinations, prepared by the National Board and administered by Thomson Prometric, serve an important public function, and no misconduct will be tolerated.

Before individual tests are canceled for specific individual misconduct, the candidate is notified and given an opportunity to provide additional information.

If, during the administration of an examination, or after completion of the examination, a test administrator believes misconduct is taking or has taken place, certain options shall be available to the test administrator or Thomson Prometric.

1. A test administrator may dismiss a candidate from the examination and file a report with Thomson Prometric stating the action and the reasons for dismissal.
2. A test administrator may choose not to dismiss the candidate from the test; however, under such circumstances the test administrator will file an irregularity report with Thomson Prometric describing his or her observations.

In either event, when a test administrator reports to Thomson Prometric that a candidate might have committed misconduct during an examination, that candidate's test record is reviewed by Thomson Prometric and the National Board.

The National Board has the right to question any test score whose validity is in doubt because the score may have been obtained unfairly. Thomson Prometric, acting on behalf of the Board, first undertakes a confidential review of the circumstances giving rise to the questions about score validity. If there is sufficient cause to question the score, Thomson Prometric will refer the matter to the National Board, which will make the final decision on whether or not the score is to be withheld. In the event the National Board determines that a candidate's individual test results will be withheld, the Board will notify the candidate or group.

Upon written request or application in accordance with the appeal procedure, the candidate may request a hearing. The determination as to whether an appeal shall be granted is made by the National Board taking into consideration the circumstances of the invalidation decision.

Grounds for Dismissal

Any candidate who does not have positive identification, who uses unauthorized aids, or who does not follow the testing procedures can be dismissed from the test center. The National Board may choose to have the test scores of such candidates canceled.

A candidate who is believed to be engaging in misconduct and does not heed the administrator's warning to discontinue the behavior may be dismissed from the test center. All of the following behaviors are considered to be misconduct:

- giving or receiving assistance of any kind
- using any unauthorized aids
- attempting to take the examination for someone else
- failing to follow testing regulations or the instructions of the test administrator
- creating a disturbance of any kind
- removing or attempting to remove examination questions and/or responses (in any format) or notes about the examination from the testing room
- tampering with the operation of the computer or attempting to use it for any function other than taking the examination.

Appeal Procedure for Individual Candidate Misconduct

1. If a candidate's scores are withheld or invalidated due to specific individual misconduct, that candidate may, within 15 business days of the notification, submit a written request for a hearing. The purpose of the hearing will be to determine whether there exists sufficient information that the action taken by the National Board was appropriate in light of the circumstances. The time, date, and place of the hearing will be set by the National Board.
2. The hearing will be conducted by three members of the National Board.
3. At the hearing, the candidate may present such evidence as he or she deems proper and necessary. The candidate may be accompanied by an attorney and witnesses of choice.
4. The National Board may request the appearance of any witnesses as it deems necessary at the hearing.
5. At the end of the hearing, the three committee members from the National Board will evaluate the information presented and reach a conclusion, after an evaluation of the information.
6. The National Board, following an evaluation of the information presented, at its sole discretion, may decide:
 - a. that the candidate may retake the examination in question.
 - b. that the candidate will not be permitted to retake the examination at any time. (In this case, the candidate may request reconsideration and reinstatement by the National Board after one year.)
 - c. that the examination results represent a reasonable assessment of the candidate's knowledge in the areas sampled, and the candidate's score(s) may be released.
 - d. that some other action it deems appropriate should be taken.
7. The candidate will be advised in writing by the National Board of its decision at least ten business days prior to the next deadline to file a registration for retesting.
8. The National Board reserves the right to notify a candidate's college of any of the actions or decisions described above.

A complete set of procedures which apply to appeal hearings is available upon request.

Limitation of Liability

In no case shall the NBPME, or Thomson Prometric, be liable to any test taker or group of test takers, either in contract or tort, when, acting in good faith, either cancels, invalidates, withholds or changes a test score or result, as provided in the Bulletin. In such instances, NBPME and/or Thomson Prometric, at their discretion, shall provide affected test takers with an opportunity to retake an examination or shall provide a refund of the registration fee paid.

Security and Integrity of the Examinations

Copyright

All proprietary rights in the examinations, including copyright and trade secret, are jointly held by the National Board of Podiatric Medical Examiners and Thomson Prometric. In order to protect the integrity of the examinations and to assure the validity of the scores that are reported, candidates must adhere to strict guidelines regarding proper conduct in handling these copyrighted, proprietary examinations. Any attempt to reproduce all or part of an examination is strictly prohibited by law. Such an attempt includes, but is not limited to: removing materials from the examination room; aiding others by any means in reconstructing any portion of an examination; or selling, distributing, receiving, or having unauthorized possession of any portion of an examination. Alleged copyright violations will be investigated and, if warranted, prosecuted to the fullest extent of the law. It should also be noted that examination scores may be invalidated in the event of this type of suspected breach.

Score Validity

This section applies to, but is not limited to test conditions, test security, and test and/or score validity.

The National Board of Podiatric Medical Examiners shall either retain or reserve the sole right to determine whether or not an examination is valid or invalid. The acceptance of a candidate's application to take the examination or the scoring thereof or the release of said examination results to any party shall not act in any way to amend the right of the National Board to determine whether such examinations or the scores achieved thereon are valid or invalid in whole or in part. A determination that an examination and the scores achieved thereon are invalid may be made at any time by the National Board. The National Board also reserves the right to cancel any scores that may already have been reported when subsequent information raises doubt of their validity.

Unlike cases of individual candidate misconduct, occasionally testing irregularities occur that affect a group of test takers. Such problems include, without limitation, administrative errors, defective equipment or materials, improper access to test content and/or the unauthorized general availability of test content, as well as other disruptions of test administrations (e.g., natural disasters and other emergencies). When group testing irregularities occur, Thomson Prometric will conduct an investigation to provide information to the National Board. Based on this information, the National Board may direct Thomson Prometric either not to score the examination or to invalidate the examination score. When it is appropriate to do so, the National Board will arrange with Thomson Prometric to give affected test takers the opportunity to take the examination again as soon as possible, without charge. Affected test takers will be notified of the reasons for the invalidation and their options for retaking the examination. The appeal process does not apply to group testing irregularities.

Reporting Examination Results

Part III examination scores will be reported to the State Licensing Board in which the candidate applied within 2 weeks following receipt of the examination records from Prometric.

State Boards are responsible for reporting pass/fail status to candidates with the exception of Alabama, Colorado, Delaware, Florida, Louisiana, New York, and Washington State. Failing candidates will receive diagnostic indicators for each content area. The diagnostic indicators will be reported to failing candidates as follows:

**Below the level of minimum competence
At or above the level of minimum competence**

It should be understood that the National Board of Podiatric Medical Examiners makes the data and information available but does not attempt to analyze or interpret them. **Each state board determines whether and how to accept and use National Board examination results information.**

Score Interpretation

Scores on the National Board examination are determined by converting the number of questions answered correctly out of the number of questions administered to a scale that ranges from approximately 55 to beyond 75. The scale passing score has been set by the National Board at 75, which corresponds to a level of achievement judged by the Board to represent minimum standards of practice. Failing candidates will receive a report with a failing scale score (between 55 and 74).

The total score scale makes it possible to compare candidates' scores on a specific examination to scores on other forms of the same examination given the standard adopted by the NBPME. The comparison is possible because the examinations are statistically "equated" each time a new form is administered. The equating process makes appropriate adjustments so that equivalent scores on examination forms of different difficulty levels are made comparable. The purpose of equating is to maximize relative consistency in the Board standards for passing the examinations across forms.

Candidates' scores are converted to scaled scores in such a way that a particular score corresponds to the same level of achievement regardless of the form of the examination actually taken. In other words, a score of 75 on a specific examination has the same meaning as a score of 75 on any form of the examination. This means a candidate will not be penalized if the form of the examination taken is harder than one given to another candidate.

Score Reliability

Reliability refers to the consistency of examination scores, the consistency with which candidates are classified as either passing or failing, and the degree to which examination scores are free from errors of measurement. Errors of measurement may result from factors related to the examination, such as the type of examination given or the way it is scored, or from factors external to the examination. A person's score will not be perfectly consistent from one occasion to the next.

Responsibility for the Passing Score

Licensing boards have the ultimate authority for establishing the passing score in each state. NBPME, through its subcontractor, will recommend a cut score. The state board then defines their criteria for passing and notifies candidates of their pass/fail outcome, accordingly.

Complaints

Candidates with complaints or comments about CBT center facilities and/or supervision, examination content, or any other matter related to the testing program should complete the exit evaluation questionnaire on the computer at the test center or write within one (1) week of the testing appointment to:

**Thomson Prometric/NBPME
664 Rosedale Road
Princeton, NJ 08540**

Any complaints received after scores have been reported will not be considered.

All correspondence must include the candidate's name and address. If the questions or comments concern an examination already taken, the correspondence should include the name of the examination, the date of the examination, and the location of the CBT center; inclusion of the candidate's Social Security number is optional. Thomson Prometric will investigate each complaint and reply to comments within a reasonable length of time. Inquiries about scores or about eligibility and procedures for reexamination may also be directed to the address above.

LICENSING BOARDS USING THE EXAMINATION

The following Licensing Boards are participating in the Part III program:

Alabama	Montana
Arizona	Nebraska
British Columbia	Nevada
California	New Hampshire
Colorado	New Mexico
Connecticut	New York/North
Delaware	North Carolina
District of Columbia	North Dakota
Florida	Ohio
Hawaii	Oregon
Illinois	Pennsylvania
Indiana	Rhode Island
Iowa	South Carolina
Kansas	South Dakota
Louisiana	Tennes
Maine	Texas
Maryland	Utah
Massachusetts	Virginia
Michigan	Washington (state)
Minnesota	West Virginia
Missouri	Wisconsin
Montana	

Preparing for the Examination

Content Outline - Part III

The following is a detailed outline of the content areas covered by the Part III examination.

The percentage of the examination devoted to each content area is noted.

TOPIC AREA	PERCENTAGE OF TEST QUESTIONS
I. Medicine	45%
A. Podiatric	
1. Dermatology	
2. Vascular	
3. Neurology	
B. Immunology	
C. Emergency Medicine	
D. Cardiovascular	
E. Neurologic	
F. Respiratory	
G. Metabolic & Endocrine	
H. Hematology	
I. Behavioral	
J. Rheumatology	
K. Non-Podiatric Dermatology	
II. Orthopedics, Biomechanics, and Sports Medicine	20%
A. Normal and Abnormal Function and Structure	
B. Trauma	
C. Physical Medicine and Rehabilitation	
III. Surgery, Anesthesia, and Hospital Protocol	20%
A. General Anesthesia	
B. Regional Anesthesia	
C. Intravenous Sedation	
D. Surgical Principles	
E. Podiatric Surgery	
IV. Radiology	15%
A. Radiation Protection and Safety	
B. Radiographic Pathology	
C. Positioning	
D. Normal Radiographic Anatomy, Variations, and Developmental Landmarks	
E. Special Imaging Modalities	
Total:	100%

Sample Examination Questions - Part III

Directions: Each of the questions or incomplete statements below is followed by four suggested answers or completions. Select the one that is best in each case.

1. In addition to the treatment of gout, Zylprim (allopurinol) is also effective in the treatment of
 - A hypouricemia
 - B renal calculi
 - C hypoglycemia
 - D phleboliths
2. In iron deficiency anemia, the morphology of the erythrocyte is usually
 - A hypochromic, microcytic
 - B hypochromic, macrocytic
 - C hyperchromic, microcytic
 - D hyperchromic, macrocytic

3.



All of the following are likely contributing factors to this postoperative complication EXCEPT

- A immediate postoperative weight bearing
 - B medial capsulorrhaphy
 - C metatarsal head shape
 - D adductor hallucis tenotomy
4. A 22-year-old male patient with a previous history of narcotic abuse underwent neuroma excision. Postoperative pain should be controlled with
 - A Dilaudid
 - B Talwin
 - C Demerol
 - D Percocet

Questions 5-6

A 55-year-old female patient presents with a chief complaint of painful, gradual swelling of the toes on her left foot of 2 weeks' duration. There is no history of trauma or overuse. The patient has a history of pruritic, lichenified scaly patches on the volar aspect of the hands, as well as the dorsum and proximal interphalangeal joints of the feet. The nails of the hands and feet are thickened and white in color.

5. Appropriate initial evaluation of this patient would include
 - A radiography
 - B an excisional biopsy
 - C a rheumatoid profile
 - D a culture and sensitivity test
6. Appropriate management/treatment of this patient would include
 - A topical steroids bid
 - B methotrexate 4 mg qid
 - C prednisone 25 mg daily
 - D resection arthroplasty
7. A healthy 24-year-old female patient has undergone an open reduction with internal fixation of a Lisfranc's fracture, under general anesthesia. On the first postoperative day, she develops a temperature of 101.5°F. The most likely cause is
 - A pneumonia
 - B pulmonary embolus
 - C atelectasis
 - D malignant hyperthermia
8. A patient presents with a suspicious mass on the plantar aspect of the foot. The mass is large and is below the subcutaneous tissue layers. The mass is hard and is attached to the deep structures. It is painful on ambulation. All of the following would be beneficial in helping to evaluate this lesion EXCEPT
 - A palpation
 - B biopsy
 - C radiography
 - D aspiration of the lesion

9.



Appropriate treatment for the condition shown on the radiograph would include

- A closed reduction and pinning
 - B weight-bearing casting
 - C bone biopsy
 - D steroid injection
10. A 72-year-old female patient with diabetes presents to the emergency treatment center with a deep plantar space infection and ascending cellulitis of the left foot. The patient is in decompensated congestive heart failure. Her vital signs are: blood pressure 160/90 mm Hg; temperature 101.9°F; pulse 95; and respirations 22. Which of the following is the appropriate method of anesthesia for this patient?
- A Local
 - B Spinal
 - C General
 - D Bier block

Keys:

1. B; 2. A; 3. A; 4. B; 5. D; 6. A; 7. C; 8. D; 9. A; 10. B

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Stephen Carragher - Health Program Supervisor
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smclark@state.de.us
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Dover, DE 19904
302-744-4530
Fax: 302-739-2711
www.professionallicensing.state.de.us

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Shelly Wills, Secretary = 202-442-4766
shelly.wills@dc.gov
Professional Licensure Administration
825 N. Capitol Street, NE, Room 2224
Washington, DC 20001
202-442-4770
Fax: 202-442-9431

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Bureau of Operations, Testing Services
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State Board of Podiatry
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Valerie Sutton – Processor, 217-782-8556
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217-782-8556
Fax: 217-782-7645
www.dpr.state.il.us

Call below for Part III Application:

CONTINENTAL TESTING SERVICES

Missy Kwak - x106
P.O. Box 100
La Grange, IL 60525-0100
- or -
547 South LaGrange Road
La Grange, IL 60525
708-354-9911 x0
Fax: 708-354-0324

***INDIANA**

Health Professional Bureau
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Valerie Jones, Director
hpb5@hpb.state.in.us
402 West Washington Street, Room W066
Indianapolis, IN 46204
317-234-2064 or 2317
Fax: 317-233-4236
www.ai.org/hpb

***IOWA**

Iowa Board of Podiatric Examiners
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khoover@idph.state.ia.us
Lucas State Office Building, 5th Floor
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***MASSACHUSETTS**

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Division of Professional Licensure
 Catharine Keyes, Executive Director
 239 Causeway Street, 5th Floor
 Boston, MA 02114
 617-727-1747
 Web Site: www.state.ma.us/reg/boards/pd

Call below for Part III application:

Professional Credential Services
 Matthew Cook – Operations Manager
 150 4th Avenue North
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 877-887-9727
 Fax: 615-846-0153
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***MICHIGAN**

Board of Podiatry
Bureau of Health Professions/Licensing Division
 Melanie Brim – Director
Lucinda Clark, Applications Supervisor
 P.O. Box 30670
 Lansing, MI 48909
 -or-
 Federal Express: 611 W. Ottawa Street - 1st Floor
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 517-335-0918, then press "0"
 Fax: 517-335-0918
 E-mail: bhphelp@michigan.gov
www.michigan.gov/healthlicense

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Business Standards Division
Board of Medical Examiners
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WYOMING

Board of Registration in Podiatry

c/o Nanette Brown

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Cheyenne, WY 82002

307-777-3507

Fax: 307-777-3508

Our goal is to deliver a problem-free examination administration for all candidates. Occasionally, however, problems will arise that will delay or interrupt testing. The following situations are presented for your information.

WHAT TO DO AT THE TEST CENTER IF...

Situation	Before your examination	During your examination	After your examination	You can expect....
<p>Lost Authorization to Test</p>	<p>Test center staff will confirm your appointment and identification. If confirmation can be made, you will be allowed to test, whenever possible.</p>			<p>...Avoid any problem by <i>always</i> bringing your Authorization to Test with you to the examination. If confirmation of your identification and/or appointment cannot be made, you will be turned away from the test center and required to re-register to take the examination.</p>
<p>No identification or identification does not match (See page 5 of the <u>Bulletin of Information</u> for specific identification requirements.)</p>	<p>Test center staff cannot admit you to the examination without proper identification. If you do not bring proper identification, you will be turned away from the examination without testing and required to re-register to take the examination</p>			<p>...Avoid any problem by <i>always</i> bringing with you the identification that is required for the examination. Refer to the guidelines provided in the <u>Bulletin of Information</u>.</p>
<p>Late arrival at the test center (You are asked to arrive at the test center 30 minutes prior to your scheduled appointment.)</p>	<p>If you arrive more than 30 minutes past your scheduled appointment time, the test center staff will determine whether there is an available workstation at which the full testing time can be assured. If yes, the test center staff will admit you to your examination.</p> <p>If a workstation is not available and/or the full testing time cannot be assured, the test center staff will not admit you to the examination. You will be required to re-register to take the examination.</p>			

Situation	Before your examination	During your examination	After your examination	You can expect....
Test center loses power	Test center staff will try to contact local authorities to determine the anticipated time that power will be out at the test center.	Test center staff will try to contact local authorities to determine the anticipated time that power will be out at the test center.	Thomson Prometric staff will examine your examination record to determine whether the interruption affected examination performance.	...If the power is not restored within 30 minutes, you will be offered the opportunity to reschedule your appointment or wait until the power is restored. NOTE: If the power failure occurs after you have begun testing and choose not to reschedule, you must remain in the center. *
Environmental problem at the center	Inform the test center staff of any environmental concerns you have about the testing room.	Raise your hand immediately to notify the test center staff of any environmental concern.	Thomson Prometric staff will examine your examination record to determine whether your examination performance was affected.	..a quiet testing room without interruptions. Earplugs are available from test center staff.
Equipment and software problems encountered	Test center staff will contact technical staff to assist in resolving the problem as quickly as possible.	Test center staff will contact technical staff to assist in resolving the problem as quickly as possible.	Thomson Prometric staff will examine your examination record to determine whether the interruption affected examination performance.	You will be expected to wait up to 30 minutes for the problem to be resolved. After that time, you will be offered the opportunity to reschedule your appointment at no additional charge. *

** A rescheduled examination should be able to be taken within a week. Every attempt will be made to reschedule the examination at the original test center. However, the original location may not be available.*

PROMETRIC TECHNOLOGY CBT TEST CENTERS

ALABAMA	Birmingham Decatur Dothan Mobile Montgomery	FLORIDA	Coral Springs (2 centers) Ft. Myers Gainesville (2 centers) Jacksonville (2 centers) Miami Miami Davie Miami Lakes Miami/Hollywood Orlando/Casselberry Orlando/Maitland Pensacola Sarasota St. Petersburg Tallahassee Tampa Temple Terrace	MASSACHUSETTS	Boston (2 centers) Boston/Braintree Boston/Brookline Boston/Lexington Boston/Waltham (2 centers) East Longmeadow Worcester (2 centers)
ALASKA	Anchorage Fairbanks			MICHIGAN	Ann Arbor (2 centers) Detroit/Livonia Detroit/Troy Detroit/Utica Grand Rapids Lansing Lansing East Marquette Mt. Pleasant Portage
ARIZONA	Flagstaff Phoenix/Goodyear (2 centers) Tucson (2 centers)				
ARKANSAS	Arkadelphia Fayetteville Fort Smith Jonesboro Little Rock	GEORGIA	Albany (2 centers) Atlanta (2 centers) Atlanta/Jonesboro Atlanta/Marietta (2 centers) Athens Augusta Macon Savannah Valdosta	MINNESOTA	Duluth Edina (2 centers) Minneapolis Rochester Woodbury
CALIFORNIA	Anaheim Arcata Atascadero Brea/Fullerton Chico Diamond Bar Fremont Fresno Gardena Glendale (2 centers) Irvine LA/Culver City (2 centers) Piedmont Rancho Cucamonga Redlands Riverside Sacramento (2 centers) San Diego/La Mesa San Diego/Sorrento Valley (2 centers) San Francisco (4 centers) San Jose (3 centers) San Luis Obispo Santa Rosa South San Francisco (2 centers)	HAWAII	Honolulu Manoa	MISSISSIPPI	Jackson Tupelo
		IDAHO	Garden City	MISSOURI	Ballwin Cape Girardeau Hazelwood Jefferson City Lee's Summit Springfield St. Joseph
		ILLINOIS	Carbondale Chicago (5 centers) Homewood Northbrook Peoria Rockford Springfield Sycamora Westchester	MONTANA	Billings Boseman Helena Missoula
		INDIANA	Evansville Indianapolis (2 centers) Lafayette Merrillville Mishawaka Terre Haute	NEBRASKA	Columbus Lincoln Omaha St. John's
CANADA	Calgary, Alberta Cambridge, Ontario Coquitlam, British Columbia Edmonton, Alberta Etobicoke, Nova Scotia (2) Halifax, Nova Scotia London, Nova Scotia Montreal, Quebec Ottawa, Nova Scotia Richmond, British Columbia Saskatoon, Saskatchewan St. John's, Newfoundland Tsawwassen, Brit. Columbia Whitby, Nova Scotia Windsor, Nova Scotia Winnipeg, Manitoba	IOWA	Bettendorf Urbandale	NEVADA	Las Vegas (2 centers) Reno
		KANSAS	Topeka Wichita	NEW HAMPSHIRE	Lebanon Portsmouth
		KENTUCKY	Lexington Louisville Murray	NEW JERSEY	Fairlawn (2 centers) Hamilton Toms River Union (2 centers) Verona
		LOUISIANA	Baton Rouge Bossier City Metairie (2 centers) New Orleans	NEW MEXICO	Albuquerque
		MAINE	Orono South Portland	NEW YORK	Albany Brooklyn Heights (2 centers) Buffalo East Syracuse Garden City Ithaca Manhasset Melville (2 centers) New York Midtown (3 centers) New York - Penn Plaza (7 centers) Queens - Rego Park Rochester Staten Island Vestal Wappingers Falls White Plains
COLORADO	Colorado Springs Denver Englewood (2 centers) Longmont	MARYLAND	Baltimore Bethesda Columbia Lanham Pikesville Salisbury Towson (2)		
CONNECTICUT	Glastonbury (2 centers) Hamden Norwalk				
DC	Washington (2 centers)				
DELAWARE	Wilmington				

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PROMETRIC TECHNOLOGY CBT TEST CENTERS

NORTH CAROLINA	Asheville Boone Charlotte Durham Fayetteville Gastonia Greensboro (2 centers) Greenville Raleigh Wilmington (2 centers)	TEXAS	Abilene Amarillo Austin (3 centers) Beaumont Brownsville College Station (2 centers) Corpus Christi Dallas (2 centers) Dallas/Mesquite Denton Edinburg El Paso Fort Worth/Arlington Houston (3 centers) Houston/Clear Lake Houston/Kingwood Houston/Sugarland (2 centers) Lubbock Midland Nagadoches New Braunfels San Antonio (2 centers) Tyler Waco Wichita Falls	COUNTRY CODES 035 BAHAMAS 060 BERMUDA 100 CANADA 607 US VIRGIN ISLANDS Note: USA no number needed.
NORTH DAKOTA	Bismarck Fargo			
OHIO	Akron/Stow Athens Cincinnati (2 centers) Columbus Dayton Hilliard Lima Mentor Niles Reynoldsburg Strongsville Toledo (3 centers)			
OKLAHOMA	Oklahoma City Tulsa	UTAH	Logan Ogden Orem Salt Lake City	
OREGON	Eugene Milwaukie Portland	VERMONT	Williston	
PENNSYLVANIA	Allentown Clarks Summit Erie Harrisburg Lancaster North Wales (2 centers) Philadelphia (2 centers) Pittsburgh (2 centers) York	VIRGINIA	Fairfax (2 centers) Lynchburg Mechanicsville Newport News (2 centers) Roanoke	
RHODE ISLAND	Cranston	WASHINGTON	Mountlake Terrace (2 centers) Spokane	
SOUTH CAROLINA	Charleston Columbia (2 centers) Greenville Myrtle Beach	WEST VIRGINIA	Morgantown South Charleston	
SOUTH DAKOTA	Sioux Falls	WISCONSIN	Fox Point LaCrosse Madison New Berlin Racine	
TENNESSEE	Chattanooga Clarksville Franklin Knoxville Madison Memphis	WYOMING	Casper Laramie	
		AMERICAN SAMOA	Pago Pago	
		GUAM	Agana	
		N. MARIANAS	Saipan	
		PUERTO RICO	Hato Rey	
		US VIRGIN ISLANDS	St. Croix	

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Certified Score Reporting

The Federation of Podiatric Medical Boards is responsible for disseminating official Part III examination results after the initial reporting of scores to the state boards.

It is the responsibility of the candidate to determine in advance that the state board to which they will apply will accept Part III scores earned out-of-state. Please note that states may be required by law or regulation to apply their own scoring standards. Consequently, a passing score in one state might not be a passing score in another state.

Request for Part III Certified Score Report

Applicants for licensure who need to have their Part III scores certified to another state licensing board may do so online with a credit card or by printing their request and mailing it to the FPMB.

INSTRUCTIONS:

Simply go to the Federation of Podiatric Medical Boards web site at www.fpmbo.org. Click the "order reports" button. After filling out an online form, visitors will have the option to immediately pay for requests with their Visa or MasterCard credit card. Alternatively, requests may be printed and mailed to the Federation with a check. Charges for score reports at each state may vary. However, generally Part III score reports will be \$45 per state.

For additional information contact the FMPB Executive Office at (561) 752-3735.

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