STATE/COMMONWEALTH APPLICATION FOR
NATIONAL CERTIFICATION COMMISSION FOR
ADDICTION PROFESSIONALS' EXAMINATIONS

Candidate Information

Please enter your Name exactly as it appears on your current Government-Issued Photo I.D.

- Mr.  - Mrs.  - Ms.  - Dr.
- First Name
- Last Name
- Middle Initial
- Suffix (Jr., Sr., etc.)
- Apartment Number
- City
- State/Commonwealth
- Zip/Postal Code
- Daytime Phone
- Evening Phone
- Email Address

Choice of Examination Language:
- English  - Spanish

Examination Date:
- January  - April  - July  - October
- February  - May  - August  - November
- March  - June  - September  - December

Eligibility and Background Information

Darken only one choice for each question unless otherwise directed.

A. FOR WHICH EXAMINATION ARE YOU APPLYING?
- Level I  - Level II  - MAC

B. HAVE YOU TAKEN THIS EXAMINATION BEFORE?
- No  - Yes
  If yes, indicate month, year, and name under which the examination was taken.
  Date (month/year): ____________________________
  Name: ____________________________

C. ARE YOU CURRENTLY CERTIFIED IN ADDICTION COUNSELING BY NCC AP?
- Level I  - Level II  - MAC  - None

D. ARE YOU A MEMBER OF NAADAC?
- No  - Yes
  (NOTE: Membership is not required.)

E. HOW DID YOU ACQUIRE YOUR ALCOHOLISM AND DRUG ABUSE COUNSELING TRAINING?
- Specialty training in alcoholism/drug abuse counseling
- Specialty training as part of a degree program
- Alcoholism/drug abuse counseling course as part of degree program
- Continuing education courses
- On-the-job training
- Other

F. IN WHAT TYPE OF SETTING DO YOU PRACTICE?
- Private practice  - State/federal agency
- Private treatment center  - Employee assistance program
- Halfway house  - Other
- Hospital program

G. IN WHICH OF THE FOLLOWING DO YOU SPEND AT LEAST TEN HOURS PER WEEK?
- Counseling clients with alcohol/drug-related problems
- Other counseling
- Clinical supervision
- Assessment and referral
- Prevention/Community service
- Outreach
- Research/Evaluation
- Administration
- Professional and staff development
- Other

H. PERCENT OF WORKING TIME CURRENTLY SPENT IN ALCOHOLISM AND DRUG ABUSE COUNSELING:
- Less than 25%
- 25% to 50%
- 51% to 75%
- More than 75%

(Continue on page 2)
STATE/COMMONWEALTH APPLICATION FOR
NATIONAL CERTIFICATION COMMISSION FOR
ADDICTION PROFESSIONALS' EXAMINATIONS

Eligibility and Background Information

I. TREATMENT OR MODALITY YOU PROVIDE:
   ○ Inpatient only
   ○ Outpatient only
   ○ Inpatient and outpatient

   ○ Halfway house
   ○ Other

J. PROFESSIONAL BACKGROUND:
   ○ Counselor
   ○ Rehabilitation Therapist
   ○ Administrator
   ○ Social Worker
   ○ Psychologist
   ○ Nurse
   ○ Physician other than Psychiatrist
   ○ Psychiatrist
   ○ Clergy
   ○ Other

K. EXPERIENCE IN ALCOHOLISM AND ADDICTION COUNSELING:
   ○ Less than 3 years
   ○ 3 years
   ○ 4 years
   ○ 5 years
   ○ 6 to 10 years
   ○ More than 10 years

L. HIGHEST ACADEMIC LEVEL:
   ○ Less than high school graduate
   ○ High school graduate or equivalent
   ○ Vocational or technical school graduate
   ○ Some college
   ○ Associate degree
   ○ Bachelor's degree
   ○ Master's degree
   ○ Doctoral degree
   ○ Other

M. IN WHICH OF THE FOLLOWING ARE YOU LICENSED OR HOLD CERTIFICATION OR REGISTRATION?
   (Darken all that apply.)
   ○ Social work
   ○ Nursing
   ○ Psychology
   ○ Employee assistance programming
   ○ Counseling
   ○ Marriage and family therapy
   ○ Medicine
   ○ Other

Optional Information

Note: Information related to race, age, and gender is optional and is requested only to assist in complying with general guidelines pertaining to equal opportunity. Such data will be used only in statistical summaries and in no way will affect your certification.

Race:
   ○ African American
   ○ Asian
   ○ Hispanic
   ○ Native American
   ○ White
   ○ Other

Age Range:
   ○ Under 25
   ○ 25 to 29
   ○ 30 to 39
   ○ 40 to 49
   ○ 50 to 59
   ○ 60+

Gender:
   ○ Male
   ○ Female

Release Authorization

Must be completed by all candidates authorizing release of test results to a state/commonwealth.

State/Commonwealth
   Please print the two letter state/commonwealth abbreviation in the boxes provided. For Bureau of Prisons print "BP".

I hereby authorize the National Certification Commission for Addiction Professionals (NCC AP) to release the results of my Certification Examination for Addiction Counselors to the state/commonwealth indicated. I understand that these test results will be used only for state/commonwealth certification at this time.

CANDIDATE SIGNATURE: __________________________________ DATE: __________

Candidate Signature

I have read the Candidate Information Leaflet and understand I am responsible for knowing its contents. I certify that the information given in this Application is in accordance with the Leaflet and is accurate, correct, and complete.

CANDIDATE SIGNATURE: __________________________________ DATE: __________

State Board Approval

Level I ○ APPROVED BY: ___________________________ DATE: __________
Level II ○ ___________________________ DATE: __________
MAC ○ ___________________________ DATE: __________

State Board Representative Signature

FOR OFFICE USE ONLY

1550 1560 1570
1580 1590 1600
1610

Fee: _______
NATIONAL CERTIFICATION EXAMINATIONS for ADDICTION COUNSELORS
LEVEL I LEVEL II
MAC WITH CO-OCCURRING ENDORSEMENT COMPONENT

State/Commonwealth Candidate Information Leaflet

SPRING 2013 TESTING PERIOD
 Begins: Saturday, March 2, 2013
 Ends: Saturday, March 9, 2013

SUMMER 2013 TESTING PERIOD
 Begins: Saturday, June 1, 2013
 Ends: Saturday, June 8, 2013

FALL 2013 TESTING PERIOD
 Begins: Saturday, September 7, 2013
 Ends: Saturday, September 14, 2013

WINTER 2013 TESTING PERIOD
 Begins: Saturday, December 7, 2013
 Ends: Saturday, December 14, 2013

ADDITIONAL INFORMATION:
- The certification program is sponsored by the National Certification Commission for Addiction Professionals (NCC AP).
- The examination is administered during an established one-week testing period on a daily basis, Monday through Saturday, excluding holidays, at computer-based testing facilities managed by PSI. PSI has several hundred testing sites in the United States, as well as Canada. Scheduling is done on a first-come, first-serve basis. To find a testing center near you visit: www.ptcso.com/test/sites.htm or call PSI at (800) 211-2154. Please note: Hours and days of availability vary at different centers. You will not be able to schedule your examination appointment until you have received an Eligibility Notice from PTC.

TESTING SOFTWARE DEMO:
- A Testing Software Demo Test can be viewed online. Go to www.ptcso.com/cbt/demos.htm.

This online Testing Software Demo can give you an idea about the features of the testing software.

ONLINE PRACTICE TEST:

SCHEDULING YOUR EXAMINATION APPOINTMENT:
- Once your application has been received and processed, you will be mailed an Eligibility Notice within 6 weeks prior to the start of the testing period. The Eligibility Notice plus current government-issued photo identification such as driver’s license or passport must be presented in order to gain admission to the testing center. A candidate not receiving an Eligibility Notice or other correspondence at least three weeks before the beginning of the testing period should contact the Professional Testing Corporation by telephone at (1212) 356-0660.

The Eligibility Notice will indicate where to call to schedule your examination appointment as well as the dates in which testing is available. Appointment times are first-come, first-serve, so schedule your appointment as soon as you receive your Eligibility Notice in order to maximize your chance of testing at your preferred location on your preferred date.

SPECIAL NEEDS:
- Special testing arrangements will be made for individuals with special needs. Submit the Application, Examination Fee, and a completed and signed Request for Special Accommodations Form, available from www.ptcso.com or by calling PTC at (1212) 266-0660. Requests for special testing for individuals with special needs must be received at least EIGHT WEEKS before the testing date.

CHANGING YOUR EXAMINATION APPOINTMENT:
- If you need to cancel your examination appointment or reschedule to a different date within the one-week testing period you must contact PSI at (800) 211-2764 no later than noon, Eastern Standard Time, of the second business day PRIOR to your scheduled appointment. There are no refunds for these exams and no transfers to another testing period are allowed.

RULES FOR THE EXAMINATION:
- Electronic devices, including but not limited to, cell phones, laptop computers, tablets, pagers, voice recording devices, cameras, Bluetooth type devices, and MP3 players (iPod, iTouch, etc.), cannot be operative during the examination.
- No papers, books or other reference materials may be taken into or removed from the examination room.
- Simple, non-programmable calculators are permitted. A calculator is also available on screen if needed.
- No questions concerning content of the examination may be asked during the testing period. The candidate should carefully read the directions that are provided on screen at the beginning of the examination session.
- During the exam, candidates cannot leave the exam room or test center with the sole exception of using the restroom.

REPORT OF RESULTS:
- Candidates will be notified by PTC within four weeks of the closing of the testing period whether or not they have passed the examination. Scores on the major areas of the examination and on the total examination will be reported. Candidates will receive a notification letter from their state representative regarding their state certification status.

REEXAMINATION:
- Candidates wishing to retake the examination must do so upon filing a new Application and fee through their state representative. There is no limit to the number of times the examination may be repeated.

CONFIDENTIALITY:
- Test scores will be released in writing only to the individual candidate and the state or agency authorized by the candidate to receive the results. Any questions concerning test results or the certification process should be referred to your state or agency representative.

CONTENT OF THE EXAMINATION:
- The National Certification Commission for Addiction Professionals’ Examinations are written examinations each composed of a maximum of 250 multiple-choice, objective questions with a total testing time of four (4) hours.
- The questions for the examination are obtained from individuals with expertise in alcoholism and drug abuse counseling and are reviewed for construction, accuracy, and appropriateness by the NCC AP.
- The NCC AP, with the advice and assistance of the Professional Testing Corporation, prepares the examinations.
- The National Certification Commission for Addiction Professionals’ Examinations will be weighted in approximately the following manner:

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<thead>
<tr>
<th>TESTS</th>
<th>LEVEL I</th>
<th>LEVEL II</th>
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<tr>
<td>I. Pharmacology of Psychoactive Substance</td>
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<tr>
<td>II. Counseling Practice</td>
<td>40%</td>
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<tr>
<td>III. Theoretical Base of Counseling</td>
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</tr>
<tr>
<td>IV. Professional Issues</td>
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<td>25%</td>
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CONTENT OUTLINE – Levels I and II

I. PHARMACOLOGY OF PSYCHOACTIVE SUBSTANCES

A. Definitions of Pharmacology
- 1. Relationship to Addiction Counseling
- 2. Context Areas of Pharmacology
  a. Terminology
  b. Physiological Effects
  c. Psychological Effects
  d. Withdrawal Syndrome
  e. Drug Interactions
  f. Treatment Applications
  3) Antagonists
  2) Synthetics
  1) Natural Derivatives
  a. TDZ
  b. CNS
  c. CNS
  3) Caffeine
  1) Anti-Anxiety (Minor Tranquilizers)

B. Drug Classification
- 1. Alcohol
  a. Terminology
  b. Physiological Effects
  c. Psychological Effects
  d. Withdrawal Syndrome
  e. Drug Interactions
  f. Treatment Applications
  2. Depressants
    a. Terminology

II. ADDICTION CONCEPTS

A. Definitions of Addiction
- 1. Definition of Addiction
- 2. Definition of Recovery

B. Concept of Recovery in the United States
- 1. Recovery in America
- 2. Recovery in the Community

C. Concept of Addiction in the United States
- 1. Treatment Improvement Protocol (TIP)
- 2. People for Change
- 3. ASAM Edition
- 4. ASAM Edition
- 5. ASAM Edition
- 6. ASAM Edition

D. The Recovery Process
- 1. Life Stages
- 2. Cultural Differences
- 3. Gender
- 4. Non-Drug Issues

E. Education
- 1. Cognitive Approaches
- 2. Cultural Differences

F. Program Components
- 1. Case Management
- 2. Referral
- 3. Consideration of Alternative Solutions

G. Program Delivery
- 1. Case Management
- 2. Referral
- 3. Consideration of Alternative Solutions

H. System Theory
- 1. System Theory
- 2. System Theory
- 3. System Theory

I. CRIMINAL JUSTICE
- 1. Criminal Justice
- 2. Criminal Justice
- 3. Criminal Justice

J. DISABILITIES
- 1. Disabilities
- 2. Disabilities
- 3. Disabilities

K. SURVIVORS OF ABUSE
- 1. Survivors of Abuse
- 2. Survivors of Abuse
- 3. Survivors of Abuse

L. NON-DRUG ISSUES
- 1. Orientation
- 2. Orientation
- 3. Orientation

M. TREATMENT APPLICATIONS
- 1. Cognitive Approaches
- 2. Cultural Differences
I. PHARMACOLOGY OF PSYCHOACTIVE SUBSTANCES

B. Drug Classification

2. Depressants

1. Alcohol

2. Content Areas of Pharmacology

e. Drug Interactions
d. Withdrawal Syndrome
c. Psychological Effects
b. Physiological Effects

a. Terminology

f. Treatment Applications

2) Use of Pharmaceuticals

1) Antabuse

II. COUNSELING PRACTICE

D. The Recovery Process

C. The Addiction Process

1. Problems, Identification, and Ranking

a. Terminology

2) Natural Derivatives

3) Antagonists

b. Physiological Effects
c. Psychological Effects
d. Withdrawal Syndrome
e. Drug Interactions
f. Treatment Applications

5) Opiates

a. Terminology

2) Natural Derivatives

3) Antagonists

b. Physiological Effects
c. Psychological Effects
d. Withdrawal Syndrome
e. Drug Interactions
f. Treatment Applications

6) Hallucinogens

a. Terminology

2) Natural Derivatives

3) Antagonists

b. Physiological Effects
c. Psychological Effects
d. Withdrawal Syndrome
e. Drug Interactions
f. Treatment Applications

7) CNS Stimulants

a. Terminology

b. Physiological Effects
c. Psychological Effects
d. Withdrawal Syndrome
e. Drug Interactions
f. Treatment Applications

8) Other

a. Inhalants

b. Designer Drugs
c. Steroids
d. OTC Drugs

C. The Addiction Process

1. The Disease Model

2. Tolerance Mechanisms

3. Detoxification

4. Stages of Addiction

D. The Recovery Process

1. Medical Stabilization

2. Non-Pharmacological Treatment Applications

3. Supportive Measures in Recovery

4. Safe Medication in Recovery

Dual Disorders

II. COUNSELING PRACTICE

A. Client Evaluations

1. Screening

2. Intake

3. Assessment

4. Diagnostic Criteria

B. Treatment Planning

1. Problems, Identification, and Ranking

2. Goals and Objectives

3. Treatment Process and Resources Defined

4. Levels of Care

C. Counseling

1. Problems and Ramifications

2. Examination of Attitudes/Feelings

3. Consideration of Alternative Solutions

4. Skills

a. Individual

b. Group
c. Family/Significant Others
d. Intervention

D. Patient Care Management

1. Case Management

2. Crisis Intervention

a. Identification
b. Resolution

3. Referral

5. Consultation

E. Education

1. Orientation

2. Alcohol and Drug Information

3. Non-Drug Issues

4. Self-Help Programs

5. Research

F. Continuing Care

G. Specials Issues/Populations

1. Adolescence

2. Geriatrics

3. Gender

4. Sexual

5. Cultural

6. Relapse

7. Suicide

8. Dual/Multiple Diagnosis

9. Survivors of Abuse

10. Chronic Illness and Communicable Diseases

11. Disabilities

12. Corrective Justice

III. THEORETICAL BASE OF COUNSELING

A. Addiction Counseling

1. Core Skill Groups

a. Treatment Admission

b. Clinical Assessment
c. Ongoing Treatment Planning
d. Counseling Services
e. Documentation
f. Case Management
g. Discharge/Continuing Care

2. Disease Model and Stages

3. 12 Step Philosophy

4. Relapse Prevention

5. Family/Systems Model

a. System Theory

b. Children of Alcoholics/Addicts
c. Co-Dependency
d. Abuse Issues

1) Sexual

2) Physical

3) Psychological

4) Spiritual

B. Human Growth and Development

1. Life Stages

a. Childhood

b. Adolescence
c. Adulthood

d. Geriatrics

2. Cultural Differences

3. Gender Issues

C. Behavioral/Cognitive/Analytical Theories

1. Cognitive Approaches

a. Rational Emotive Psychotherapy

b. Cognitive Therapy

2. Learning Theory Approaches

a. Reinforcement Theory and Psychoanalytic Theory

b. Behavior Therapy
c. Social Learning Approach
d. Cognitive - Behavior Modification

3. Psychodynamic Approaches

a. Psychoanalysis

b. Psychoanalytic Theory

4. Perceptual - Phenomenological Approaches

a. Transactional Analysis

b. Gestalt Therapy
c. Client Centered Therapy

IV. PROFESSIONAL ISSUES

A. Law and Regulation

1. Patient Rights

a. Confidentiality

b. Informed Consent
c. Reporting

1) Child/Spousal Abuse

2) Duty to Warn

B. Ethics

1. Non-Discrimination

2. Counselor Responsibility

3. Competence

4. Legal and Moral Standards

5. Public Statements

6. Publication Credit

7. Client Welfare

8. Confidentiality

9. Client Responsibility

10. Interprofessional Relationships

11. Remunerations

12. Societal Obligations

C. Supervision

1. Administrative

2. Clinical

D. Research and Outcome Studies

SAMPLE QUESTIONS

1. In the early stage of alcoholism, the drinker is

1) unable to stop drinking

2) drinking in the morning

3) completely out of control

4) likely to experience a blackout.

2. Most drugs taken by the oral route of administration are primarily absorbed

1) in the mouth.

2) small intestine.

3) large intestine.

4) completely out of control.

3. An effect of cocaine that contributes to its abuse potential is its

1) long half-life.

2) long duration of action.

3) injection.

4) free basing

4. What is the most common method for administration of marijuana?

1) Oral administration.

2) Inhaled.

3) Injection.

4) Free basing

5. Which of the following has the greatest influence on the effects of alcohol?

1) Time of day

2) Amount of food in the stomach

3) Body weight of the individual

4) Long duration of action 

6. An effect of LSD is that it

1) is non-psychoactive

2) produces a kind of hallucination in which people can perceive things that are not there.

3) produces a kind of hallucination in which people can perceive things that are not there.

4) is non-psychoactive
3. A program must allow the court to see a client's file when

1. In the early stage of alcoholism, the drinker is

2. likely to experience a blackout.

3. completely out of control.

4. slow absorption into the brain.

5. An effect of cocaine that contributes to its abuse potential is its

1. long half-life.

2. long duration of action.

3. short duration of action.

4. slow absorption into the brain.

6. Which of the following has the greatest influence on the effects of alcohol?

1. Amount of food in the stomach

2. Body weight of the individual

3. Blood concentration of the drug

4. Levels of care

Answers to Sample Questions: 1.2.3.4.2.3.2.4.3.2.4.2.5.3.6.3

BIBLIOGRAPHY

The following reference material may be useful in the preparation for National Certification Examination in the areas of alcohol and/or drug abuse counseling.


Center for Substance Abuse Treatment. Technical Assistance Publication (TAP) Series. Rockville, MD: Substance Abuse and Mental Health Services Administration.

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Hanson, Glen, Peter Ventura, and Annette Flesken. Drugs and Society. 10th ed. Sudbury, MA: Jones and Bartlett Publishers, 2008.


I. PHARMACOLOGY OF PSYCHOACTIVE SUBSTANCES

A. Definitions of Pharmacology

B. Drug Classification

1. Alcohol
2. Depressants
3. Cocaine

C. Counseling

1. Problems and Ramifications
2. Examination of Attitudes/Feelings
3. Consideration of Alternative Solutions

4. Skills

a. Individual
b. Group
c. Family/Significant Others
d. Intervention

D. Patient Care/Management

1. Case Management
2. Crisis Management

a. Identification
b. Resolution
3. Referral
4. Reports and Record Keeping
5. Consultation

E. Education

1. Orientation
2. Alcohol and Drug Information
3. Non-Drug Issues

a. Mental
b. Emotional
c. Psychological
d. Nutritional
e. Disease
f. Recreation/Leisure
4. Self-Help Programs
5. Research

F. Continuing Care

G. Special Issues/Populations

1. Adolescence
2. Geriatrics
3. Gender
4. Sexual
5. Cultural
6.Relapse
7. Suicide
8. Dual/Multiple Diagnosis
9. Survivors of Abuse
10. Chronic Illness and Communicable Diseases
11. Disabilities
12. Criminal Justice

III. PROFESSIONAL ISSUES

A. Law and Regulation

1. Patient Rights

a. Confidentiality
b. Informed Consent
c. Reporting

1) Child/Spousal Abuse
2) Duty to Warn

2. Drug Testing
3. Methadone Regimens
4. Record Keeping and Documents
5. Survivors of Abuse
6. Dual/Multiple Diagnosis
7. Survivors of Abuse
8. Chronic Illness and Communicable Diseases
9. Disabilities

B. Ethics

1. Non-Discrimination
2. Counselor Responsibility
3. Competence
4. Legal and Moral Standards
5. Public Statements
6. Publication Credit
7. Client Welfare
8. Confidentiality
9. Client Responsibility
10. Interprofessional Relationships
11. Remuneration
12. Societal Obligations

C. Supervision

1. Administrative
2. Clinical

D. Research and Outcome Studies

IV. CO-OCCURRING DISORDERS

A. Assessment

1. Mental Health Status
2. Substance Abuse Status
3. Co-Occurring Status
4. Referral
5. Gender Differences
6. Adolescence

B. Substance Dependence

1. Nicotine
2. Alcohol

C. Mental Health Disorders

1. Schizophrenia
2. Bipolar Disorder
3. Depression
4. Anxiety and Panic Disorder
5. Personality Disorders
6. Posttraumatic Stress Disorder
7. Psychotic Disorders

D. Eating Disorders

E. Process Disorders

1. Gambling
2. Internet
3. Spending
4. Sexual

F. Treatment Considerations

1. Planning
2. Counseling
3. Referral
4. Role of the Counselor
5. Self-Help
1. In the early stages of alcoholism, the drinker is  
   1. unable to stop drinking.  
   2. drinking in the morning.  
   3. completely out of control.  
   4. likely to experience a blackout.  

2. Most drugs taken by the oral route of administration are primarily absorbed in the  
   1. mouth.  
   2. stomach.  
   3. small intestine.  
   4. large intestine.  

3. A program must allow the court to see a client’s file when  
   1. a subpoena is presented.  
   2. a court order is presented.  
   3. the client verbally requests it.  
   4. any involved attorney requests it.  

4. What is the most common method for administration of marijuana?  
   1. Eating  
   2. Smoking  
   3. Injection  
   4. Free baseline  

5. An effect of cocaine that contributes to its abuse potential is its  
   1. long half-life.  
   2. short duration of action.  
   3. slow absorption in the brain.  

6. Which of the following has the greatest influence on the effects of alcohol?  
   1. Time of day  
   2. Height of the individual  
   3. Body weight of the individual  
   4. Amount of food in the stomach  

Correct Answers to Sample Questions:  
   1. 4; 2; 3  
   2. 3; 4  
   3. 1; 2; 3  
   4. 2; 3  
   5. 1; 2  
   6. 2  

BIBLIOGRAPHY  

The following reference material may be useful in the preparation for National Certification Examinations in the areas of alcohol and/or drug abuse counseling. The list does not attempt to include all acceptable references nor is it suggested that the examinations are necessarily based on these references.  


Center for Substance Abuse Treatment. Technical Assistance Publication (TAP) Series. Rockville, MD: Substance Abuse and Mental Health Services Administration.  

Center for Substance Abuse Treatment. Treatment Improvement Protocol (TIP) Series. Rockville, MD: Substance Abuse and Mental Health Services Administration.  


Hanson, Glen, Peter Venturiello, and Annette Fackenber. Drugs and Society. 10th ed. Sudbury, MA: Jones and Bartlett Publishers, 2008.  


REQUEST FOR SPECIAL NEEDS ACCOMMODATIONS

If you are requesting special testing accommodations and have a disability covered by the Americans with Disabilities Act, please complete this form. The information you provide and any documentation regarding your disability and special testing accommodations will be held in strict confidence.

<table>
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<tr>
<th>Candidate Information</th>
<th>Special Accommodations</th>
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<td><strong>Signed:</strong> _________________________ Date: ___________</td>
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Candidate Signature

DOCUMENTATION OF SPECIAL NEEDS

Please have this section completed by an appropriate healthcare professional (eg. physician, psychologist, psychiatrist)

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<td><strong>Professional Title</strong></td>
</tr>
<tr>
<td>The candidate discussed with me the nature of the examination to be administered. It is my opinion that, because of this candidate’s disability described below, he/she should receive the special testing accommodations listed above.</td>
</tr>
<tr>
<td><strong>Description of disability:</strong></td>
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<td><strong>Signed:</strong> _________________________ Title: _________________________</td>
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<tr>
<td><strong>Professional’s Name:</strong></td>
</tr>
<tr>
<td><strong>Address:</strong></td>
</tr>
<tr>
<td><strong>Telephone Number:</strong></td>
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<tr>
<td><strong>E-mail Address:</strong></td>
</tr>
<tr>
<td><strong>Date:</strong></td>
</tr>
<tr>
<td><strong>License # (if applicable):</strong></td>
</tr>
</tbody>
</table>

Return this completed & signed form with your application and fees to ACCBO.