



EMS INSTRUCTOR KNOWLEDGE EXAM

Note: Every effort has been made to ensure the accuracy of these directions at the time of posting. As the process evolves, the National Registry of EMTs (NREMT) may make adjustments to the application and procedures. If you have any problems with the on-line process, please contact the NREMT for assistance.

What is an EMS Instructor Knowledge Exam?

An EMS Instructor Knowledge examination must be completed prior to entering an EMS instructor course. The instructor candidate must pass an examination at their level of EMS certification – First Responder, EMT-Basic, EMT-Intermediate or EMT-Paramedic. An RN who wishes to become an EMS Instructor must complete testing at the Paramedic level.

What material should I study for the examination?

The examination is developed by the National Registry of EMTs (NREMT). Questions for the examination are drawn from the same data base as examinations completed by candidates for initial certification.

What type of examination will I take?

The EMS Instructor Knowledge examination is a computer adaptive test (CAT) developed by the National Registry of EMTs and administered by Pearson VUE testing centers across the state. CAT more accurately measures the competency of a candidate by using a computer algorithm that selects questions for each candidate based on how they're doing as they proceed through the exam. Each candidate will take a unique exam with questions drawn from a database of thousands of items. The exam will be based entirely on the candidate's individual ability. Each candidate will be given a set of starting questions. Based on their answers to those questions, the computer estimates the candidate's ability up to that point and selects the next question. Each time the candidate answers a question, the computer will re-estimate their ability and select the next question to be presented. If the EMT quickly shows competency by successfully answering the more difficult questions, they will receive a minimum number of questions to pass the examination.

Will I need to be an experienced computer user to take a computer based exam?

The computer testing system has been designed so that it can be used by anyone with even minimum computer experience. A tutorial will be available to each candidate at the testing center prior to taking the examination. You may also visit the Pearson VUE web page to view a sample of what you will see at the testing center – <http://www.vue.com/nremt/>

How do I register for an examination?

You will register for an examination through a secure site on the NREMT web page. To register for an examination, complete the following steps:

STEP 1: Create Your Account

- Go to www.nremt.org

- Click on 'Login' (found in the blue bar at the top of the page)
- Click on 'Set Up New account'
- Complete all information in this section as prompted
- Request user role of 'Registrant or Candidate' (do not complete any information within the gray box)
- Read the submission statement
- Click on 'Submit'
- Don't forget to make note of your User name and Password!

STEP 2: Login

- After you have completed Step 1, you can follow the link and login with the username and password you created

STEP 3: Manage Your Account Information

- Click on 'Manage NREMT Profile'
- Complete all information in the Personal Account Information fields as prompted.
- When you have completed all fields, click 'Save' you will receive a message indicating 'Account Saved'

STEP 4: Create a New Application

- Click on 'Create a New Application'
- Review the Personal Information Summary – if any items are incorrect, make corrections by clicking on 'Manage Account Information'
- From the Application Level dropdown box, Select '**Assessment Exam**' at the appropriate level (the same as your Ohio EMS certification level / RNs select Paramedic)
- Click on 'Next'
- In the 'Reason To Test' free form box, type in **Ohio EMS Instructor Knowledge Exam**
- Review acknowledgement and Click on 'Submit'

STEP 5: Pay Application Fee

- It is recommended that you pay your application fee at the time you complete your online application. However, if you chose, you may pay at a later date. An authorization to Test (ATT) will not be issued until payment has been received and all other verifications are complete
- You can pay by credit/debit online or print a money order tracking slip for mailing your money order to the NREMT

Once an application is submitted, it will be reviewed by the NREMT for completeness. The Ohio Division of EMS will then receive a request for approval to test. You can monitor the progress of your application at any time.

- Login on the NREMT home Page using your username and password
- Click on 'Candidate Services'
- Click on 'Check Application Status'

How will I schedule an exam?

In order to schedule an exam, you must have successfully completed all the necessary application steps and received correspondence from the NREMT with an Authorization to Test (ATT) number and instructions on scheduling your exam. Scheduling can be completed with Pearson-VUE via the Internet or a toll-free phone number.

Where will the computerized tests be administered?

NREMT has selected Pearson-VUE to provide computer based NREMT exams. There are eight (8) Pearson-VUE testing centers in Ohio. Pearson-VUE has contracted with six (6) additional sites to provide EMS testing. For information on testing sites, go to

http://www.ems.ohio.gov/certification_testing_site.asp

The exam is the same regardless of which state it is taken in.

What are the testing center hours?

Test center hours will vary. Pearson VUE has made a contractual commitment with the NREMT to provide evening and weekend testing opportunities.

Once an exam appointment has been scheduled, can it be changed or cancelled?

Yes. Each candidate must contact Pearson-VUE directly to cancel or change an appointment to test. The cancellation or change must be made no less than 24 hours prior to the scheduled appointment or the candidate will be charged for the exam.

Is there a limit to the number of times I can attempt the exam?

Yes. The EMS Instructor Knowledge exam must be successfully completed within three (3) attempts. If you are unable to pass the written examination within three attempts, you must wait for a time period of six months and complete a board approved course at the appropriate level before attempting the examination again.

What is the cost to take the computer based NREMT exam?

Exam fees cover both the NREMT testing fee and testing center costs and will be the same regardless of the location at which the test is administered.

| <u>Exam Level</u> | <u>Exam Fee</u> |
|-------------------|-----------------|
| First Responder | \$ 65 |
| EMT-Basic | \$ 70 |
| EMT-Intermediate | \$100 |
| Paramedic | \$110 |

Will there be time limits for completion of the exam?

There is an overall time limit for each examination, just as with the pen-and-paper exams. However, most candidates complete their exam prior to time running out.

Is there a time limit for each question?

No.

Can a candidate skip questions and go back, or review previous questions and change answers?

No. Because each question is scored after it is answered and the score determines the next question in the adaptive sequence, it is not possible to review and change your answer.

Is it possible to trick the computer program by missing a few questions to get easier ones for the remainder of the exam?

No. The design of CAT is to verify that the candidate meets the entry level skills to be certified as meeting the minimum competency standard. If a candidate deliberately misses questions, the algorithm may interpret the performance as below the passing standard.

What is the best way to study for a CAT?

The questions on a CAT are taken from the same pool of questions that make up a conventional test. Therefore, it covers the same range of content. Study techniques that worked well for an exam candidate in the past should work as she or he prepares to take the adaptive test. Some test takers have mistakenly assumed that they can study for a CAT test by focusing on only a few important topics. A wiser test taker will study in depth across the entire scope of the content covered by the test. This strategy increases a candidate's likelihood of passing the exam.

Will I be eligible for NREMT certification if I pass the examination?

No, successful completion of an EMS instructor knowledge exam will apply to obtaining an Ohio EMS Instructor certificate only.

How will I know if I pass the examination?

The examination results will be available generally, within 1 business day and will be sent to you by the NREMT. You will receive both an electronic and hard copy of the results. You will need to provide a copy of these results to the accredited institution when you apply to complete an EMS Instructor course.

If I want more information on CAT, where can I go?

There are a number of articles regarding CAT as well as information regarding the testing process on the NREMT web page – www.nremt.org .

If I have questions regarding the exam registration process, who should I contact?

Questions or problems regarding the on-line registration process should be directed to the National Registry of EMTs at 614-888-4484.

If I have questions regarding the requirements to become an Ohio EMS Instructor, who should I contact?

Questions regarding the requirements or processes to obtain an Ohio EMS Certificate to Teach should be directed to the Ohio Division of EMS at 1-800-233-0785.