

ORAL EXAMINATION

SCHEDULING

ABCCAP holds oral examinations as needed and in conjunction with meetings of the Board of Directors and throughout the year within regions overseen by Regional Examination Coordinators who are the Regional Board Members.

SUMMARY SCHEDULE

To assure standardization of the examination process, the ABCCAP has established the following **Oral Examination Schedule**. The general pace and sequence of topics provide guidelines to minimize the possibility that Candidates might receive differential treatment. The Oral Examination process is designed to be completed in approximately three hours. It is a competency-based examination and the Examination Committee is expected to explicitly address each competency domain with the Candidate. Within each segment, there is room for variation according to the judgment of the examination committee. Many topics will be inter-woven throughout the examination, and flexibility should be allowed if relevant to the discussion. A topic may receive more cursory exploration in its scheduled time period if it has been sufficiently covered earlier. It often is useful to utilize hypothetical examples or situations to ascertain if the individual meets the criterion for passing each competency domain. The Oral Examination process should be collegial in nature.

The result is faxed to ABPP Central Office using **Form J**, and if necessary **Form I** (failure). Again, **Form I** must include the ethics vignette(s) used, specific reasons for the failure, positive aspects of the oral examination if applicable, and suggestion to contact a mentor through the AACCAP.

SUMMARY SCHEDULE FOR ORAL EXAMINATION

This schedule requires that the examiners have viewed the videotapes/DVDs and reviewed all the written materials <u>IN ADVANCE</u> .	Approximate Time allotted (min.)
Team Meets and Organizes	10
Team Greets Candidate – Each team members introduces self, time frame is explained, and the fact that the exam is competency-based is highlighted. The collegial nature of the process also is indicated.	10
Examination on Curriculum Vitae, Professional Statement (Explicitly cover each of the following competency domains and the associated Practice sample materials: science base and application, assessment, intervention, consultation, supervision/teaching/management (the latter if applicable)).	90
BREAK – THE CANDIDATE SHOULD NOT BE ASKED TO DO ANY WORK DURING THIS TIME	10
Examination on the following competency domains, again covering each on explicitly: Interpersonal Interactions, Individual and Cultural Diversity, Ethics and Legal Foundations, and Professional Identification The examination on Ethics and Legal Foundations must include: (a) 10 minutes for the Candidate to review in private selected ethical vignette (b) discussion of the Candidate’s responses to the ethical vignette provided by the Examination Team (c) exploration of the ethical vignette provided by the Candidate in the Professional Statement (d) confirmation that no ethical or legal action has been taken against the Candidate since submission of Practice Sample (e) a second vignette may be given if more information is needed to assess ethical competence	45
Exam Wrap-up and Discussion – Ask if there is more information the Candidate would like to provide about any competency domain(s), solicit feedback about the examination process and remind them there is a feedback form they can complete, inform them that CE credits will be provided if they successfully pass and that they will be notified by CO in a timely fashion regarding the outcome. Return Practice Samples to Candidate.	5
Team Votes, Completes Forms, and Writes Report if necessary	10-25
Note: Time allotments are guidelines to be followed reasonably closely. Significant variations from the exam format or schedule must be by mutual agreement between Candidate and Chair and documented in a written statement describing the variations and stipulating that they shall NOT serve as grounds for the appeal of a failed examination. Both the Candidate and Chair will sign the statement.	

ETHICS VIGNETTES

A file of prepared vignettes is maintained for standardization of the Ethics segment of the Oral Examination. One or two vignettes are selected. When possible, it is suggested that a vignette(s) be chosen that may pose a particular dilemma for the Candidate. Otherwise, they may be selected on a random basis. Three copies, with points to be addressed, are sent to the Examination Committee Chair to be distributed to Committee members, and one, without important points, is to be given to the Candidate. The Candidate has also submitted, in the Professional Statement, a non-identifying ethics quandary from his/her own professional experience.

During the Ethics segment of the Oral Examination, the Candidate will be given one or two standardized vignettes to discuss. The Examining Committee does not necessarily expect a “right” answer, but anticipates that the Candidate will present relevant options and demonstrate the ability to thoughtfully weigh them in the light of the APA ethics principles, professional practice standards, and relevant statutes. The Candidate will discuss his/her own vignette in the same manner.

No outside materials can be used to aid the Candidate during this section of the Oral Examination.

At the conclusion of the Oral Examination, all copies of the Ethics vignettes are collected by the Chair and destroyed. The use of each vignette will be tracked so that in the case of a Candidate’s failure, a new vignette will be used for re-examination.

Examiners and Candidates will treat the vignettes as confidential.