

BOC Accommodation Request Form

Instructions for Candidates or Applicants: Have your Qualified Health Care Provider or authorized University Representative complete the following form if you are requesting one or more accommodations based on the recommendation of a qualified professional. Then submit the completed form with your application or Registration's ADA request. Forms will not be accepted via email. The candidate or applicant is responsible for meeting all exam deadlines and reviewing the Testing Accommodation Handbook prior to submitting their form.

Instructions for Qualified Health Care Providers or Authorized University Representative: A candidate or applicant for the Board of Certification (BOC) certification exam is requesting exam accommodations due to a qualifying disability under the Americans with Disabilities Act. BOC requires this form to be completed by a licensed qualified health care professional(s) who possess expertise in the disability or the current treating physician.

Authorized University Representative: An individual employed by the University who is authorized to provide personal information on candidates or applicants.

You are asked to provide the candidate's or applicant's diagnosis including information on how the disability substantially limits one or more major life activities. The purpose of the accommodation request should be to best ensure that the candidate's or applicant's results reflect what the examination is intended to measure rather than the individual's impairment.

For more information on the BOC Exam Accommodations process and our standard exam experience, please reference the Testing Accommodation Handbook.

Candidate/Applicant Information

Candidate/Applicant Name:

Birthdate:

Qualified Health Care Provider or Authorized University Representative Contact Information:

Name:

Company:

Title/Qualifications:

License/Certification Number:

State:

Office Phone Number:

Diagnosis Information

Disability Diagnosis	Exam/Test Used to Diagnose Disability	DSM/Diagnostic Code	Diagnosis Date

Daily Impact of Disability

The diagnosis of a disability alone does not qualify a candidate or applicant for accommodations, proof that the disability substantially limits a major life activity needs to be documented below.

Describe how the candidate's or applicant's disability substantially limits one or more major life activities (such as seeing, hearing, reading) or the operation major bodily function (like circulation or individual organs).

Describe how the candidate's or applicant's disability impacts their ability to access the BOC Exam in its standard format.

Standard Exam Experience

Athletic Trainer Exam: computer-based, four hours in length (with the ability to take breaks) in a quiet proctored environment. Candidates or applicants can bring earplugs (without accommodation) and will be provided with whiteboards or scratch paper if requested.

Orthopedic Specialty Exam: computer-based, three hours in length (with the ability to take breaks) in a quiet proctored environment. Candidates or applicants can bring earplugs (without accommodation) and will be provided with whiteboards or scratch paper if requested.

Testing Accommodation Recommendations

The BOC requires the health care provider or authorized university personnel to recommend specific accommodation(s) that relate directly to the candidate's or applicant's disability to improve their access to the BOC exam. The purpose is not to ensure improved performance or a passing result. Health Care Providers are recommended to review the Exam Features in the BOC Testing Accommodations Handbook on page 3.

Below are **examples** of common accommodations:

Time Plus One Half	Private Room*
Double Time	Access to Medicine/Food or Drink
Colored Overlays (Provided by candidate or applicant)	Frequent Breaks**

* A "limited or reduced distraction" or "distraction-free" environment and a separate room are not the same thing, Measure Learning meets the requirements for low noise and provides test takers with workstations separated by dividers or carrels to limit distraction. Separate room accommodations **are not soundproof and Measure Learning does not guarantee distraction-free environments**; however, test centers work to keep distractions to a minimum as they administer exams for a variety of credentialing programs throughout each day.

** Candidates or applicants can take breaks during the exam at their own discretion, the clock does not stop, even with a frequent break accommodation.

Recommendation for reasonable testing accommodations From above list or other	Describe how the accommodation provides access to the BOC exam

By signing this form, I attest that all information provided is true and accurate at the time of completion. I attest that I am a Health Care Provider qualified to treat and diagnosis the listed disability/disabilities or that I am an Authorized University Representative. I confirm I am authorized to release this information and will provide additional information to the BOC if requested.

Name of Completer

Signature of Health Care Provider or University Representative

Date

Office Stamp:

If no Office Stamp, please provide cover letter on office letterhead