



NABNE®

NORTH AMERICAN BOARD OF NATUROPATHIC EXAMINERS

Ensuring the Professional Qualifications of NDs

AUGUST 2023
NPLEX® PART II - CLINICAL SCIENCE
EXAMINATION

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IMPORTANT DATES AND DEADLINES

May 1-31, 2023	Application period for the August 2023 NPLEX
May 31, 2023	Deadline for submission of a <i>Testing Accommodations Request Form</i> and all documentation
May 31, 2023	Deadline for submission of a <i>Courtesy Accommodation Request Form</i>
June 21, 2023	Posting of <i>Registration Status</i> for the August 2023 NPLEX to online <i>Profiles</i> on the NABNE website
July 13, 2023	Deadline for receipt of a letter of verification or pre-verification of graduation from the registrar of an ANMP establishing eligibility to take the Part II Examinations in August 2023
July 24, 2023	Posting of <i>Admission Tickets</i> for the August 2023 NPLEX to online <i>Profiles</i> on the NABNE website
August 1, 2023	Parenteral Medicine Elective Examination
August 2, 2023	Core Clinical Science Examination (Section 1) Minor Surgery Elective Examination
August 3, 2023	Core Clinical Science Examination (Section 2) Elective Pharmacology Examination
August 4, 2023	Core Clinical Science Examination (Section 3) Acupuncture Elective Examination
September 20, 2023	Unofficial August 2023 P/F exam results posted to online <i>Profiles</i>
September 21, 2023	Official reports of August 2023 exam results mailed to examinees
September 30, 2023	Deadline for receipt of letter from an ANMP verifying graduation for examinees who did not complete all graduation requirements before taking the August 2023 examination(s)
October 30, 2023	Deadline for submitting a <i>Manual Scoring Request</i> for an examination taken in August 2023

WHAT'S NEW IN AUGUST 2023

Beginning with the August 2023 NPLEX administration:

- ❑ The cost to take the Part II - Clinical Science Examinations has increased (see *NABNE FEES*, page 6).
- ❑ August 2023 will be the last time that the NPLEX will be administered at a test site in Connecticut (CT).
- ❑ Cancellation and refund policies have been updated (See *CANCELLATION*, page 7 and *REFUNDS*, page 6).
- ❑ NABNE is allowing students who have not yet graduated to take the NPLEX Part II Examinations in August 2023, although they must complete all requirements for graduation no later than **September 30, 2023**. By **July 13, 2023**, NABNE must receive a **letter of pre-verification** from your school indicating that you will complete all graduation requirements no later than September 30, 2023. Your exam results will not be released until NABNE receives confirmation from your school that you have completed all graduation requirements. If NABNE does not receive a letter verifying that you have completed all graduation requirements by the deadline, the results from the examination(s) you take in August 2023 will be nullified and you will be subject to NABNE's refund policy (see *ELIGIBILITY REQUIREMENTS*, page 2).
- ❑ Requests for courtesy accommodations must be submitted to NABNE via the **Courtesy Accommodation Request Form** no later than **May 31, 2023** (see *COURTESY ACCOMMODATIONS*, page 23).
- ❑ Examinees are not allowed to bring their own noise-canceling or noise-reducing headset into the testing room. You can still submit a *Courtesy Accommodation Request Form* to request a noise-reducing headset, which NABNE will provide, by submitting a **Courtesy Accommodation Request Form** no later than **May 31, 2023** (see *COURTESY ACCOMMODATIONS*, page 23).

NABNE COVID-19 POLICY

NABNE continues to monitor and comply with CDC/PHAC and local COVID-19 prevention guidelines and restrictions during the administration of the NPLEX. We will continue to update our website if new information that impacts the August 2023 NPLEX administration becomes available.

When you apply to take the NPLEX in August 2023, you must acknowledge and accept that, even with CDC/PHAC, government, and local COVID-19 prevention guidelines and restrictions in place, there will still be some risk of SARS-CoV-2 transmission. Although NABNE will not require masks at the test site, examinees and staff may choose to wear well-fitting masks to protect themselves and others.

NABNE has developed the following policies to protect examinees and staff at the test sites from transmission of SARS-CoV-2. If you have been in close contact with someone who has COVID-19, have had symptoms of or have tested positive for COVID-19, please refer to the following policies to determine if you will be allowed admittance to the examination(s).

If you have been less than 6 ft. (2 m.) away from a person infected with COVID-19 (laboratory-confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period in **the 10 days prior to the exam administration**, you will **not** be admitted to the NABNE test site, unless:

- It has been at least 7 days since your last exposure, and you have received a negative test result (test must occur on day 5 or later)

OR

- You have had a negative SARS-CoV-2 test within the 72 hours before your first examination (bring a copy or present a photo of your test result when you check in at the NABNE test site)

If you have tested positive for COVID-19 in the 10 days prior to the exam administration, you will **not** be admitted to the NABNE test site, unless:

- It has been at least 5 days since your symptoms first appeared

AND

- You have been without a fever (100.4°F/38°C or higher) for 48 hours without the use of fever-reducing medications

AND

- Your other symptoms of COVID-19 are improving (A loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation)

OR

- You have had a negative SARS-CoV-2 test within the 72 hours before your first examination (bring a copy or present a photo of your test result when you check in at the NABNE test site).

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The *NABNE Examinee Handbook* contains information with which all applicants should be familiar. It describes NABNE policies, guidelines, and recommendations. **The policies in this handbook apply to all applicants who will be taking or retaking any NPLEX examinations in August 2023.** (The *NABNE Examinee Handbook* will be updated for subsequent exam administrations.)

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OVERVIEW

ABOUT NABNE AND NPLEX

NABNE (the North American Board of Naturopathic Examiners) is an independent, nonprofit organization formed as a service to the naturopathic profession and the agencies that license/register naturopathic physicians. NABNE serves regulatory authorities by qualifying applicants to take the NPLEX (Naturopathic Physicians Licensing Examinations), administering the examinations, and sending exam results and transcripts to regulatory authorities.

The five-member NABNE Board works with an Advisory Council comprised of representatives of:

- ❑ The Federation of Naturopathic Medicine Regulatory Authorities (FNMRA) representing the state/provincial naturopathic regulatory authorities
- ❑ The Council on Naturopathic Medical Education (CNME)
- ❑ The Association of Accredited Naturopathic Medical Colleges (AANMC)
- ❑ The Council of Chief Academic and Clinical Officers (CCACO) representing the nine CNME-approved naturopathic medical programs
- ❑ The Naturopathic Medical Student Association (NMSA)
- ❑ The American Association of Naturopathic Physicians (AANP)
- ❑ The Canadian Association of Naturopathic Doctors (CAND)
- ❑ The naturopathic profession at large

NABNE:

- Qualifies applicants to take the NPLEX
- Administers the NPLEX
- Sends exam results to examinees and regulatory authorities
- Manually verifies responses on answer sheets upon request

NPLEX:

- Surveys the profession to determine the competencies that an entry-level ND must master
- Publishes the competencies on which examinees will be tested
- Develops the NPLEX
- Establishes the passing score
- Scores the NPLEX

NPLEX (Naturopathic Physicians Licensing Examinations) is an independent, nonprofit organization whose purpose is to prepare valid and reliable biomedical science examinations that assess the readiness of students to enter the clinical phase of training (Part I), and clinical science examinations that assess the entry-level competence of candidates who plan to become licensed/registered naturopathic physicians (Part II). The NPLEX Council of Exam Chairs oversees the exam development process.

THE PART II - CLINICAL SCIENCE EXAMINATIONS

Every jurisdiction in North America (with the exception of Ontario) that licenses/registers naturopathic physicians requires that you pass the NPLEX Part II - Core Clinical Science Examination. You might also be required to pass some or all of the NPLEX Part II - Clinical Elective Examinations (Acupuncture, Elective Pharmacology, Minor Surgery, and/or Parenteral Medicine), or to take additional examinations administered by a regulatory authority (see *JURISDICTIONAL REQUIREMENTS FOR LICENSURE/REGISTRATION*, page 19).

ELIGIBILITY TO TAKE THE NPLEX

APPROVED NATUROPATHIC MEDICAL PROGRAMS

To be eligible to take the NPLEX, you must have completed the appropriate academic requirements at an **approved naturopathic medical program (ANMP)**. An ANMP is a program that has accreditation or pre-accreditation from the Council on Naturopathic Medical Education (CNME) and offers a minimum four-academic-year, in-residence curriculum in biomedical science and clinical didactic studies, as well as clinical (experiential) training leading to an ND degree.

Accredited Naturopathic Medical Education Programs (ANMPs):

- Bastyr University - Washington State Campus (BU): Kenmore, Washington
- Bastyr University - California Campus (BUC): San Diego, California
- Canadian College of Naturopathic Medicine - Boucher Campus (CCNM - Boucher): New Westminster, British Columbia
- Canadian College of Naturopathic Medicine - Toronto Campus (CCNM - Toronto): Toronto, Ontario
- National University of Health Sciences (NUHS): Lombard, Illinois
- National University of Natural Medicine (NUNM): Portland, Oregon
- Sonoran University of Health Sciences (SUHS), *formerly Southwest College of Naturopathic Medicine*: Tempe, Arizona
- Universidad Ana G. Mendez (UAGM): Caguas, Puerto Rico

Previously Accredited Naturopathic Medical Education Programs (ANMPs) No Longer in Operation or Have Merged with Another Institution:

- Boucher Institute of Naturopathic Medicine
- University of Bridgeport College of Naturopathic Medicine

NPLEX PART II ELIGIBILITY REQUIREMENTS

You are eligible to take the NPLEX Part II - Core Clinical Science Examination if you:

- Have graduated from an approved naturopathic medical program (ANMP) within the last five (5) years
 - If you graduated more than five (5) years ago, contact NABNE regarding additional requirements.

OR

- Will graduate no later than March 31st for examination(s) taken in February and no later than September 30th for examination(s) taken in August. If this applies to you:
 - NABNE must receive written *pre-verification* of graduation from your ANMP prior to the NPLEX administration.
 - Your exam results will not be released until NABNE receives written verification of your graduation from your ANMP, no later than March 31st for an examination taken in February and no later than September 30th for an examination taken in August.

- If NABNE does not receive written verification that you have graduated by the deadlines stated previously, results from the examination(s) you took during the current administration will be nullified.

AND

- ☐ Have passed the NPLEX Part I - Biomedical Science Examination within the last ten (10) years
 - If it has been more than ten (10) years since you passed the NPLEX Part I - Biomedical Science Examination, you are required to retake and pass the Part I - Biomedical Science Examination before you will be allowed to take or retake any Part II - Clinical Science Examinations. If this applies to you, contact NABNE regarding additional requirements.

You are eligible to take the NPLEX Part II - Clinical Elective Pharmacology, Minor Surgery, and/or Parenteral Medicine Examination(s) if you have:

- ☐ Met the eligibility requirements for the NPLEX Part II - Core Clinical Science Examination
- ☐ Already taken or will be taking the NPLEX Part II - Core Clinical Science Examination during the same NPLEX administration
- ☐ Previously passed the NPLEX Part II - Core Clinical Science Examination or the Part II - Clinical Science Exam Series

You are eligible to take the NPLEX Part II - Acupuncture Elective Examination if you have:

- ☐ Met the eligibility requirements for the NPLEX Part II - Core Clinical Science Examination.
- ☐ Already taken or will be taking the NPLEX Part II - Core Clinical Science Examination during the same NPLEX administration.
- ☐ Previously passed the NPLEX Part II - Core Clinical Science Examination or the Part II – Clinical Science Exam Series

AND

- ☐ Have met one of the following criteria:
 - You have graduated from an ANMP that requires at least 220 hours of didactic training in acupuncture, and have completed at least 30 hours of clinical training

OR

- You have completed at least 220 hours of didactic training and at least 30 hours of clinical training in acupuncture from an institution accredited by ACAOM, and you have submitted to NABNE:
 - ☐ A transcript from the institution verifying the hours of training in acupuncture you have completed
 - ☐ A letter from a regulatory authority stating that the training in acupuncture you have completed meets jurisdictional eligibility requirements for licensure/registration

Contact the regulatory authority in the jurisdiction in which you plan to practice to determine which, if any, NPLEX Part II - Clinical Elective Examinations you will be required to pass to become eligible for licensure/registration.

APPLICATION TO TAKE THE NPLEX

CONFIDENTIALITY

The information you provide to NABNE as part of the online application process is confidential and used only in conjunction with the NPLEX. All administrative and testing personnel who have access to your personal information observe NABNE's confidentiality policy.

When you apply to take the NPLEX, you will be asked to provide your entire Social Security Number (SSN) or Social Insurance Number (SIN). Your entire SSN or SIN is used to uniquely identify you in our records only. You will be required to fill in only the last five digits of your SSN or SIN on every answer sheet you complete.

APPLICATION PROCESS

You can apply online to take the **August 2023** Part II - Clinical Science Examinations **May 1-31, 2023**. NABNE recommends that you submit your application **within the first two weeks of May**. If you wait until May 31st to apply and need technical assistance in order to submit your application, NABNE staff may not be available to help you.

It is your responsibility to follow the instructions required to complete your application.

Before you begin your application:

- Review the current *Examinee Handbook* for the Part II - Clinical Science Examinations.
- Create an online *Profile* and password for the **CURRENT** exam administration. You must create a new online *Profile* and password every time you apply to take the NPLEX. **DO NOT create more than one Profile**, because this will cause problems when it's time to access your *Registration Status* or download your *Admission Ticket*.
- Contact the regulatory authority in the jurisdiction in which you plan to practice to determine the Part II - Clinical Elective Examinations you are required to pass to be eligible for licensure/registration (see *STATE AND PROVINCIAL CONTACTS*, page 20).
 - Contact NABNE if you need to add an Elective Examination after you submit your application. **DO NOT** submit a second application. You will not be allowed to add examinations after the application deadline.

When you apply to take the examination:

- Complete the *Part II - Clinical Science Exam Application* using the appropriate link on the dashboard of your online *Profile*.
- Upload an image of the current government-issued photo ID you will use to gain admittance to the examination(s) (e.g., driver's license, government-issued ID card, passport photo page, or passport card).
 - Both the **first** and **last** names on the ID you upload must **exactly** match the first and last names you enter on the application form. You are not required to include your full middle name on the application.

- ❑ **Upload an image of documentation that verifies an official name change** made since the last time you applied to take the NPLEX (e.g., marriage license, name change order, etc.).
- ❑ **Select the single regulatory authority** to which a transcript of your NPLEX Part I (or previous results) and the report of your August 2023 exam results should be sent.
- ❑ **Pay all fees in U.S. dollars, using a debit or credit card.** The NABNE payment system accepts Visa and MasterCard only. **Payment must be made at the time of application.**
- ❑ **Review your entries for accuracy.** You will not be able to edit, delete, or change the application after you click SUBMIT. Report corrections to your application by contacting NABNE.

After you submit your application:

- ❑ **Check your email for your *Confirmation Receipt*.** If you do not receive your *Confirmation Receipt* within the next several minutes, be sure to check your spam folder.
- ❑ **Download the *NPLEX Blueprint and Study Guide*** from the link provided in the confirmation email you receive after you submit your application online.
- ❑ **Log into your online *Profile* after June 21, 2023** to check your registration status. NABNE will be working directly with the registrar from your ANMP regarding receipt of the letter of verification or pre-verification of graduation required to establish your eligibility to take the Part II - Clinical Science Examinations. When NABNE has received this letter and all materials required to complete your application, you will be approved to take the examination.
 - If you **will not have graduated by July 13, 2023**, NABNE must receive written pre-verification from your ANMP that you are on track to complete all graduation requirements no later than September 30, 2023. If you do not complete requirements for graduation by September 30, 2023, your exam results will be nullified, and you will be subject to NABNE's refund policy.
 - If NABNE has received written notification from your ANMP verifying that you **will not be able to complete all graduation requirements by September 30, 2023**, you will not be allowed to take the examination(s) during the current administration. NABNE will issue a refund to the debit or credit card you used with your application within thirty (30) days of receipt of this notification (See *REFUNDS*, page 6).
- ❑ **Log into your online *Profile* after July 24, 2023** to print your *Admission Ticket*. To be admitted to the examination, **you will be required to present a printed copy of your *Admission Ticket*.**

NABNE FEES

Submit all applications, as well as requests for study guides, transcripts, and manual scoring via the NABNE website. All fees must be paid in **U.S. dollars** online with a debit or credit card. The NABNE payment system accepts Visa and MasterCard **only**.

Part II - Core Clinical Science Examination	US\$1020
Part II - Clinical Elective Examination	US\$265
Transcript	US\$30
Cancellation (<i>for applications cancelled before the application period ends</i>)	US\$75
Manual Scoring of a Part II - Core Clinical Science Examination	US\$70
Manual Scoring of a Part II - Clinical Elective Examination	US\$40
Study Guide (<i>Paid to receive a study guide requested outside of the application process</i>)	US\$5

REFUNDS

NABNE will not refund amounts less than US\$10.

If you submit the *Cancellation Form* to NABNE:

- BEFORE** the application period ends, you will be refunded the fees you paid, minus a \$75 *Cancellation Fee*.
- AFTER** the application period ends and **within 24 hours of the exam date**, you will be refunded the following amount(s):

Part II - Core Clinical Science Exam Fee

US\$415

Part II - Clinical Elective Exam Fee

US\$95

REPORTING AN ADDRESS OR NAME CHANGE

It is your responsibility to ensure that NABNE has your current mailing address and valid information regarding your legal name. Without your current mailing address, NABNE cannot be responsible for ensuring that you receive your exam results in a timely manner. If the first and last names on your current government-issued photo ID do not **exactly** match the first and last names you have provided in your online application or *Name Change Form*, you will not be admitted to take the examination.

If you have had a change of address since the time you submitted an application, notify NABNE using the online *Address Change Form*.

If you have had a legal name change since you last applied to take the NPLEX, notify NABNE using the online *Name Change Form*. When you complete this form, you will be required to upload a copy of:

- Documentation verifying your official name change (marriage license, name change order, etc.)
- One piece of current government-issued photo ID (driver's license, government-issued ID card, passport photo page, or passport card issued under your **new** name)

CANCELLATION

NABNE does not move examinations to the next administration or transfer fees to later exam dates.

To cancel an examination, you must complete and submit the *Cancellation Form* via the link in the **Applicant Portal** on the NABNE website within 24 hours of your exam date. Your name will be removed from the roster and you will not be admitted to the examination(s). If you cancel your registration, but re-apply at a later date, you will be required to complete and submit a new application and fees.

If you cancel an examination:

- BEFORE** the application period ends, you will be refunded the fees you paid, minus a \$75 *Cancellation Fee*.
- AFTER** the application period ends and within 24 hours of the exam date, you will be refunded the following amount(s):

Part II - Core Clinical Science Exam Fee US\$415

Part II - Clinical Elective Exam Fee US\$95

PREPARATION TO TAKE THE PART II EXAMINATIONS

The 400-question NPLEX Part II - Core Clinical Science Examination is an integrated, case-based examination that covers the topics of diagnosis (physical & clinical diagnosis, lab testing & diagnostic imaging, and interpretation and application of research studies), materia medica (botanical medicine and homeopathy), other treatment modalities (nutrition, physical medicine, and psychology), and medical interventions (emergency medicine and pharmacology). The Core Clinical Science Examination is designed to test the skills and knowledge that an entry-level naturopathic physician must have in order to practice safely. The examination is comprised of clinical summaries followed by several questions pertaining to each patient's case. For example, for a single case, you might be asked to provide a differential diagnosis, to select appropriate lab tests, to prescribe therapies that safely address the patient's condition, to respond to acute-care emergencies, and to evaluate the results of research studies.

There are four 75-question Part II - Clinical Elective Examinations that may be required for licensure/registration by some jurisdictions (see *JURISDICTIONAL REQUIREMENTS FOR LICENSURE/REGISTRATION*, page 19). Both the Acupuncture and Minor Surgery Elective Examinations are case-based, i.e., 15-20 brief clinical summaries are presented and several questions are asked about each case. The Elective Pharmacology Examination, however, is comprised of 75 stand-alone questions. The Parenteral Medicine Examination includes both case-based and stand-alone questions.

The first step in preparing to take the Clinical Science Examinations is to review the official ***NPLEX Blueprint & Study Guide for the Part II - Clinical Science Examinations***. All exam questions are multiple-choice with one correct answer and three distractors; however, the way the questions are asked may take any of several forms.

As part of your application to take the NPLEX, you will receive a free PDF download of the current *NPLEX Blueprint & Study Guide* for the Part II - Clinical Science Examinations. The study guide is copyrighted, however, and may not be distributed.

If you are not applying to take the NPLEX Part II Examinations, but wish to obtain a PDF of the study guide, you may submit your request and payment via the NABNE website using the *Study Guide Order Form*.

The *NPLEX Part II Blueprint and Study Guide* is updated regularly. A study guide ordered prior to the current application period may not contain updated blueprint changes.

Study guides produced by individuals or organizations who are not affiliated with NPLEX can be useful in preparing to take the examination. NPLEX cannot warrant, however, that the information contained in these materials is representative of the content of the NPLEX examinations.

ADMINISTRATION OF THE NPLEX

NABNE TEST SITES

NABNE is taking steps to comply with CDC/PHAC, government, and local COVID-19 prevention guidelines and restrictions during the administration of the NPLEX. When you choose a NABNE test site, you acknowledge that you might be prevented from taking the examination(s) because of local, regional, public health, or government restrictions that are beyond the control of NABNE.

In **August 2023**, the Part II - Clinical Science Examinations will be administered at the following test sites:

WESTERN TEST SITES		EASTERN TEST SITES	
AZ	Tempe, Arizona	CT*	Trumbull, Connecticut
BC	Vancouver, British Columbia	IL	Glen Ellyn, Illinois
CA	San Diego, California	ON	Toronto, Ontario
OR	Portland, Oregon	PR	Caguas, Puerto Rico
WA	Bellevue, Washington		

* This will be the last time NABNE offers a test site in Connecticut (CT).

NABNE OBLIGATION TO ADMINISTER EXAMINATIONS

NABNE shall not be held responsible if the NPLEX cannot be administered due to any circumstances beyond the control of NABNE that would make it inadvisable, illegal, unsafe, or impossible to administer the examinations at the pre-determined time or on the pre-determined date. These circumstances include, but are not limited to: COVID-19 restrictions, inclement weather, floods, earthquakes, fires, other natural disasters, power failures, strikes, curtailment of transportation systems, epidemics, accidents, explosions, riots or civil disorder, terrorism, acts of war or other national emergencies, or if the test site at the sponsoring institution is closed or compromised. If any of these events occur, your only recourse will be to take the examinations at the next regularly scheduled administration.

PART II - CLINICAL SCIENCE EXAM DATES AND SCHEDULES

The Part II - Clinical Science Examinations will be administered two times each year, in February and in August. In **August 2023**, the Part II - Clinical Science Examinations will be administered according to the following dates and schedules.

THERE ARE DIFFERENT EXAM SCHEDULED FOR THE EASTERN AND WESTERN TEST SITES!!!

Be sure you follow the correct exam schedule for the specific test site you have selected.

Allow sufficient time to arrive at the test site on the day of your examination. You are expected to be at the test site and ready to check in at the **BEGINNING** of the period for *Admission and Seating*. If you arrive **after** the *Admission and Seating* time indicated on the exam schedule, you will not be admitted to take the current or subsequent section(s) of the examination.

EASTERN TEST SITES (CT, IL, ON, PR)

Tuesday, August 1, 2023

9:45 a.m. - 10:15 a.m. Admission and Seating
10:15 a.m. - 12:00 p.m. **Parenteral Medicine Examination**

Wednesday, August 2, 2023

9:15 a.m. - 9:45 a.m. Admission and Seating
9:45 a.m. - 11:30 a.m. **Minor Surgery Examination**
11:30 a.m. - 12:30 p.m. Break
12:30 p.m. - 1:00 p.m. Admission and Seating
1:00 p.m. - 4:45 p.m. **Core Clinical Science Examination - Section 1**

Thursday, August 3, 2023

9:15 a.m. - 9:45 a.m. Admission and Seating
9:45 a.m. - 11:30 a.m. **Elective Pharmacology Examination**
11:30 a.m. - 12:30 p.m. Break
12:30 p.m. - 1:00 p.m. Admission and Seating
1:00 p.m. - 4:45 p.m. **Core Clinical Science Examination - Section 2**

Friday, August 4, 2023

9:15 a.m. - 9:45 a.m. Admission and Seating
9:45 a.m. - 11:30 a.m. **Acupuncture Examination**
11:30 a.m. - 12:30 p.m. Break
12:30 p.m. - 1:00 p.m. Admission and Seating
1:00 p.m. - 4:45 p.m. **Core Clinical Science Examination - Section 3**

WESTERN TEST SITES (AZ, BC, CA, OR, WA)

Tuesday, August 1, 2023

8:45 a.m. - 9:15 a.m. Admission and Seating
9:15 a.m. - 11:00 a.m. **Parenteral Medicine Examination**

Wednesday, August 2, 2023

7:45 a.m. - 8:15 a.m. Admission and Seating
8:15 a.m. - 12:00 p.m. **Core Clinical Science Examination - Section 1**
12:00 p.m. - 1:00 p.m. Break
1:00 p.m. - 1:15 p.m. Admission and Seating
1:15 p.m. - 3:00 p.m. **Minor Surgery Examination**

Thursday, August 3, 2023

7:45 a.m. - 8:15 a.m. Admission and Seating
8:15 a.m. - 12:00 p.m. **Core Clinical Science Exam Administration - Section 2**
12:00 p.m. - 1:00 p.m. Break
1:00 p.m. - 1:15 p.m. Admission and Seating
1:15 p.m. - 3:00 p.m. **Elective Pharmacology Examination**

Friday, August 4, 2023

7:45 a.m. - 8:15 a.m.	Admission and Seating
8:15 a.m. - 12:00 p.m.	Core Clinical Science Examination - Section 3
12:00 p.m. - 1:00 p.m.	Break
1:00 p.m. - 1:15 p.m.	Admission and Seating
1:15 p.m. - 3:00 p.m.	Acupuncture Examination

Contact the regulatory authority in the jurisdiction in which you intend to practice regarding administration of jurisprudence and/or jurisdiction-specific examinations.

ADMITTANCE TO THE EXAMINATIONS

Because the NPLEX is administered in public facilities, NABNE must comply with the policies of sponsoring institutions, many of which ban the use of scented personal products. **NABNE has adopted a fragrance-free policy at all test sites.** Due to chemical sensitivities of other examinees and testing personnel, we ask that you refrain from using fragrances (e.g., essential oils, perfume, after-shave, and cologne) or strongly scented personal products (e.g., powder, hair spray, deodorant, etc.) during the days of the examination(s). If you use noticeably scented products, the proctor may refuse to admit you to the testing room.

Before you leave home to go to the test site, be sure you have your **current government-issued photo ID** (e.g., driver's license, government-issued ID card, or passport), and a **printed copy of your *Admission Ticket***.

You are expected to be at the test site and ready to check in at the BEGINNING of the *Admission and Seating* time indicated on the exam schedule. This will give you time to check in and be seated before the testing period is scheduled to begin. If you arrive **after** the ***Admission and Seating*** time indicated on the exam schedule, **you will not be admitted to take the current or subsequent section of the examination**, your results from a section you took earlier in the current administration will be nullified, and you will be subject to NABNE's refund policy.

You will be admitted to the testing room only if you have been approved to take the examination(s) and you have:

- A printed copy of your *Admission Ticket*
- One piece of **current photo ID**
 - The **first** and **last** names on your photo ID must **exactly** match the first and last names on your *Admission Ticket*. Because you are not required to include your middle name on the application, it will not appear on your *Admission Ticket*.

Keep your *Admission Ticket* and photo ID with you at all times during the testing period. You will need to refer to your *Admission Ticket* when filling in the ID information on every answer sheet you complete.

TESTING PROCEDURE

The Part II - Core Clinical Science Examination will be administered in three sections, according to the *PART II - CLINICAL SCIENCE EXAM DATES AND EXAM SCHEDULES*, on pages 10 & 11. You will be allowed 3½ hours (210 minutes) to complete 135-questions in each section of the Core Clinical Science Examination, and 1½ hours (90 minutes) to complete 75 questions on each of the Clinical Elective Examinations (Acupuncture, Minor Surgery, Parenteral Medicine, and/or Pharmacology).

Before the testing period begins, you will receive an answer sheet and exam booklet, and will be given instructions by the proctor. **You must not open the exam booklet until you are instructed by the proctor to do so.**

After the testing period begins, the proctor will write the beginning time and the ending time on the white board. In addition, the proctor will verbally announce when there are 60, 30, 15, 5, and 1 minute(s) remaining in the testing period. If you choose to wear earplugs, it is your responsibility to track the time remaining in the testing period. Pay attention to the announcements and manage your time accordingly, as **you will not be allowed to transfer answers from the test booklet to your answer sheet after the proctor has announced the end of the testing period.**

During the testing period, you will be permitted to leave the room only if you are accompanied by a proctor. Before you leave the room for **any** reason, you will be required to turn in all exam materials to a proctor. It is important to remember that you will **not** be given extra time to make up for time lost due to breaks that you take during the testing period.

When you complete your answer sheet, keep these guidelines in mind:

- Use only the pencil provided by NABNE.
- Complete all personal identification sections of the answer sheet using information **EXACTLY as it appears on your Admission Ticket**. Complete this information correctly and consistently on every answer sheet to ensure that your results are attributed to you.
- Fill in the bubbles **darkly and completely**. A mark that is too light or fills only part of the bubble may be interpreted by the optical mark reader as unanswered, and you might not be given credit for your intended answer.
- Record **ALL** your answers on the answer sheet. You are allowed to write in your exam booklet, but you will be given credit for **only** the answers you have recorded on your answer sheet.
- Make sure you have marked your answer for each question on the correct line of your answer sheet. For example, marking the answer for question #4 in a bubble on the line designated for question #5 will cause all your remaining answers to be marked on the incorrect line.
- Erase all stray marks or smudges on your answer sheet.
- Do not fold or bend your answer sheet.

Some of the questions will be very challenging. You do not need to answer every question correctly to pass. While you should have no trouble completing the entire examination in the time allotted, some questions will require more time to answer than others, and spending too much time on one question may cause you to feel pressured to speed through the rest. When you encounter a question for which you do not know the answer with certainty, try to eliminate some of the responses. If, after eliminating one or two of the response alternatives, the correct answer is still not apparent, mark your best guess from among the remaining choices and return to the question later if time allows. It is in your best interest to answer **every** question, even if it is a guess, because any question on the answer sheet you leave blank will be marked as incorrect.

At the end of the testing period, you will be instructed to close your exam booklet and put down your pencil. After the proctor has announced the end of the testing period, **you will not be permitted to mark additional responses on your answer sheet.**

After you have completed the examination, you will be allowed to leave the room when the proctor has verified that you have turned in your answer sheet and exam booklet, and have signed and dated the *Affirmation of Compliance*.

NABNE TESTING REGULATIONS

NABNE testing regulations require that you:

- Keep your *Admission Ticket* with you at all times during the testing period.** You will be permitted to take into the testing room **only**:
 - *Your Admission Ticket*
 - One piece of current government-issued photo ID (e.g., driver's license, government-issued ID, passport photo page, or passport card)
 - A non-alcoholic beverage in a closed (non-breakable) container
 - A face mask
 - Reading glasses
 - One pair of foam earplugs

You will be required to show all items to a proctor before you will be allowed to enter the testing room.

- Leave ALL other personal belongings in the designated area outside of the testing room.** Before you check in for an examination, turn off all electronic devices (e.g., cell phones, pagers, etc.) and leave them in the designated area outside the testing room. You will not be allowed access to your personal belongings, and will not be permitted to use any communication device at **any** time during the testing period. NABNE testing personnel will ensure that your belongings are secure during the testing period **only**.

If you are found to be in possession of any of the following items during the testing period, either inside or outside of the testing room, you could be dismissed from the examination:

- Electronic devices, including cell/mobile phones, listening devices (e.g., ear pieces, headphones, etc.), pagers, PDAs, laptop computers, electronic tablets, MP3 players, calculators, digital watches, recording or filming devices, radios, etc.
- Books, notes, study materials, scratch paper
- Backpacks, handbags, briefcases, wallets

- Coats, heavy jackets, gloves (You will be allowed to keep a sweater or light jacket with you in case the room temperature changes.)
- Headwear (e.g., hats, caps, hoods, except those worn for religious purposes)
- Sunglasses, visors
- Tissue, writing instruments, erasers; these will be provided by NABNE

You will not be allowed to bring food inside the testing room. If you need to eat, take medications, or have access to medical supplies during the testing period, you must leave these items with a proctor at the registration table when you check in for an examination. **These items must be clearly labeled with your first and last name** before you leave them with a proctor.

- ❑ **Present your *Admission Ticket* and current government-issued photo ID to a proctor to gain admittance to each section of the examination.**
- ❑ **Enter the testing room immediately after you check in for the examination.** Once you have checked in and have entered the testing room, you will not be allowed to leave without the permission of the proctor. You should use the restroom **before** you check in.
- ❑ **Follow all testing regulations set forth in this *Examinee Handbook*, as well as all instructions given by the proctor(s).** A violation of any such regulation or instruction regarding any part of the examination process may result in dismissal from the current and/or any subsequent sections(s) of the examination. Other sanctions may also be imposed, including but not limited to nullification of exam results, forfeiture of exam fees, preclusion from taking future NPLEX examinations, and/or notification of legitimately interested entities (e.g., your naturopathic medical school, the Federation of Naturopathic Medicine Regulatory Authorities, etc.).
- ❑ **Read, sign, and date the *Affirmation of Compliance* on the back cover of your exam booklet prior to the beginning of each examination.** NABNE will not release exam results without having a signed and dated *Affirmation of Compliance* on file for each section/examination you take.
- ❑ **Return all exam materials to a proctor before you leave the testing room at any time.** When you have finished the examination, you will be allowed to leave the room only when the proctor has verified that you have turned in your answer sheet and exam booklet, and have signed and dated the *Affirmation of Compliance*.

IRREGULAR BEHAVIOR

Irregular behavior refers to violations or attempted violations of the rules regarding any part of the examination process. This includes, but is not limited to:

- ❑ **Violations before the testing period:**
 - Accessing unauthorized study materials
 - Providing false information on the application
 - Providing false admittance information

If, in advance of the exam administration, you know that organized or widespread cheating is occurring (e.g., an illegal study guide containing actual exam questions is circulating), or is going to occur (e.g., examinees plan to exchange information during the examination), you should contact NABNE immediately.

❑ Violations during the testing period:

- Impersonating an examinee or engaging an impersonator
- Possessing unauthorized items in the testing room or accessing them during the testing period
- Failing to adhere to a proctor's instructions or requests
- Communicating with other examinees during the testing period
- Copying answers or allowing answers to be copied by another examinee during the testing period
- Accessing written notes or electronic information during the testing period
- Reproducing exam content manually or electronically
- Taking exam materials from the testing room at any time before, during, or after the testing period

If you have knowledge that any of these violations are occurring during the exam administration, you should notify the head proctor immediately.

❑ Violations after the testing period:

- Reproducing exam questions, by any means, including reconstruction from memory
- Communicating about exam questions and/or answers with other examinees, potential examinees, or formal or informal test preparation groups
- Altering exam results or transcripts

If, after the exam administration, you have reason to believe that there has been such a violation, you should contact NABNE immediately.

CONSEQUENCES OF IRREGULAR BEHAVIOR

If evidence is found of a breach in the security of exam materials **before** an exam administration, and such evidence suggests that the behavior is organized and/or may involve a number of examinees, NABNE reserves the right to cancel the exam administration. If evidence is found of a breach in the security of exam materials **after** an exam administration, and such evidence suggests that the behavior was organized and/or may have involved a number of examinees, NABNE reserves the right to nullify the exam results of some or all examinees.

If violations are observed **during** the exam administration, the head proctor will report them to NABNE, and an investigation will ensue. If it is determined that there is sufficient evidence of irregular behavior, the violator will be advised of the nature of the evidence and will be given an opportunity to respond in writing. If exam results have not been reported previously, they will be withheld during any further investigation or review, and the violator may not be permitted to take subsequent examinations until a final decision regarding irregular behavior has been made.

If, upon review of the available information, it is determined that irregular behavior has occurred, the violator's exam results may be nullified, they may be prohibited from taking the NPLEX in the future, special administrative procedures may be implemented for any future examinations, and/or notice regarding the determination and the sanctions imposed may be provided to legitimately interested entities, including all transcript recipients.

If the irregular behavior involves the unauthorized reproduction and/or distribution of exam materials, or the dissemination of specific exam content, NABNE may pursue every legal means available to protect copyrighted materials.

The actions described above do not preclude NABNE from seeking legal redress against the violator.

NPLEX PART II PASSING STANDARDS

The Part II - Core Clinical Science Examination is a single, integrated examination that is designed to test your knowledge of diagnosis, treatment, and medical interventions. You have passed the Part II - Core Clinical Science Examination when you have correctly answered at least the number of questions that NPLEX subject matter experts (licensed/registered NDs) have determined is required to demonstrate concurrent competence in four **general** exam areas (GEAs): **Diagnosis, Materia Medica, Other Modalities, and Medical Interventions**. You are required to pass all four general exam areas within the same exam administration in order to pass the examination.

You have passed a Part II - Clinical Elective Examination (Acupuncture, Elective Pharmacology, Minor Surgery, and/or Parenteral Medicine) when you have achieved a minimum converted score of 75. A **converted** score of 75 is a scaled score that represents the minimum percentage of items you must answer correctly in order to pass the examination. It is **not** the percentage of correct answers. The actual **percentage** represented by a converted (scaled) score of 75 is usually in the range of 60-70%, depending on the difficulty of the particular examination.

REPORTING OF EXAM RESULTS

If you *have graduated* before the exam date:

- Your **unofficial** exam results (Pass/Fail only) will be posted to the dashboard of your online *Profile* approximately six (6) weeks after the exam administration. You will be notified by email when your results can be viewed online. An **official** hard copy of your exam results will be sent to you by regular mail within the same week.

If you *have not graduated* before the exam date:

- Your exam results will not be released until NABNE has received, **no later than September 30, 2023**, written verification from your ANMP that you have graduated. If NABNE does not receive this letter by the deadline, your exam results will be nullified and all fees will be forfeited.

NABNE will make every attempt to ensure that the exam results posted online are correct; however, because implementation of this feature requires manual transfer of data (which introduces the possibility of human error), **NABNE cannot guarantee that the information posted online is accurate**. NABNE suggests that you **do not** make any decisions based on these results.

The **official** report of the Part II - Core Clinical Science exam results you receive in the mail will provide information regarding your overall passing status, and will include a visual scale that illustrates your performance in each of the four **general** exam areas, relative to the minimum percentage of questions you must correctly answer to pass that **general** exam area.

- Comprehensive Mastery** indicates, with either a **P** (Pass) or **F** (Fail) designation, whether or not you have passed the Part II - Core Clinical Science Examination. You have passed the Part II - Core Clinical Science Examination when you have achieved a **P** (Pass) in all four **general** exam areas:

- **Diagnosis**, which reflects the result you achieved on the exam questions that relate to physical & clinical diagnosis, lab testing & diagnostic imaging, and interpretation and application of research studies
- **Materia Medica**, which reflects the result you achieved on the exam questions that relate to botanical medicine and homeopathy
- **Other Modalities**, which reflects the result you achieved on the exam questions that relate to nutrition, physical medicine, and psychology
- **Medical Interventions**, which reflects the result you achieved on the exam questions that relate to emergency medicine and pharmacology

If you fail the examination, your report will also provide a visual scale that illustrates the strength of your performance in each of the nine **specific** exam areas relative only to your performance in the other **specific** exam areas.

If you have taken any Part II - Clinical Elective Examination(s), the report you receive in the mail will include a section that shows a **P** (Pass) or **F** (Fail) designation along with the converted score(s) you achieved.

NABNE will also send, to the single regulatory authority you indicated on your *Part II Application*, a transcript of your Part I (or previous NPLEX results) and the official report of your Part II - Clinical Science exam results (including the Core Clinical Science and any Clinical Elective Examinations you took).

Exam results are the property of the examinee. NABNE serves as an unbiased repository of those results. Your exam results will only be released to the regulatory authority that you have designated on your application or transcript request, or to other parties with your written permission. To avoid possible misinterpretation and to protect your privacy, **exam results will not be reported to you by phone, fax, or email.**

TRANSCRIPT REQUESTS

After you receive your results from the current NPLEX administration, you may request to have a transcript sent to additional regulatory authorities. The transcript NABNE sends will include your Part I - Biomedical Science Examination results, your Part II - Core Clinical Science Examination results, and results for any Part II - Clinical Elective Examinations (Acupuncture, Elective Pharmacology, Minor Surgery, and/or Parenteral Medicine) you have taken.

Submit your *Transcript Request* and payment of US\$30 online. Transcript requests are typically processed within three to five (3-5) business days of receipt.

Official transcripts of NPLEX exam results must be sent directly from NABNE. A transcript sent directly to you will be **unofficial** and will be noted as such.

RE-EXAMINATION POLICIES

Part II - Core Clinical Science Examination

If you do not pass any of the four **general** exam areas (Diagnosis, Materia Medica, Other Modalities, and Medical Interventions), you will be required to retake the entire Part II - Core Clinical Science Examination.

If you do not pass the Part II - Core Clinical Science Examination within ten (10) years of passing the Part I - Basic Science Series or Biomedical Science Examination, you will be required to retake and pass the Part I - Biomedical Science Examination before you will be allowed to take or retake the Part II - Clinical Science Examinations. If this applies to you, please contact NABNE regarding additional eligibility requirements.

Part II - Clinical Elective Examinations

Once you have taken the Part II - Core Clinical Science Examination, you may retake any Part II - Clinical Elective Examination (Acupuncture, Elective Pharmacology, Minor Surgery, and/or Parenteral Medicine) during any subsequent NPLEX administration. You will not be required to retake a Part II - Clinical Elective Examination you have previously passed, regardless of whether or not you are required to retake the Part II - Core Clinical Science Examination.

MANUAL SCORING REQUESTS

Every answer sheet used for an NPLEX examination is scanned by a state-of-the-art optical mark reader, and errors are reviewed by the scanning operator. The possibility of a scanning error is negligible. However, you may request a manual scoring of an examination you took during the most recent NPLEX administration to verify that the answers you marked on your answer sheet(s) correctly match the answers recorded by the scanner. You will be notified of the results of this manual scoring; however, you will **not** receive additional information regarding your exam results (e.g., numerical scores, specific questions answered incorrectly, etc.).

If you would like to receive a manual scoring, your request and payment must be made online **no later than April 30th** for an examination you take in February and **no later than October 30th** for an examination you take in August. The *Manual Scoring Fee* of US\$70 for the Part II - Core Clinical Science Examination, and US\$40 for each Part II - Clinical Elective Examination must be paid using a debit or credit card.

ISSUES AND APPEALS

Because NPLEX uses an extensive post-test analysis process (including statistical analysis of individual questions), the exam results sent to you reflect changes made after post-test analysis of questions that did not perform as expected. Consequently, **NABNE does not change exam results.**

If you wish to appeal a **policy** decision, you must submit your appeal to NABNE in writing, addressed to the Executive Director of NABNE. Your appeal will be presented to the NABNE Board. The Board will make every effort to respond to you with a decision within six (6) weeks of receipt of your appeal.

NABNE - Appeals

Suite 119, #321
9220 SW Barbur Blvd.
Portland, OR 97219
Attn: Executive Director

LICENSING AND REGISTRATION

PROFESSIONAL QUALIFICATION

The NPLEX measures minimal competence in the medical knowledge you need to be a safe naturopathic practitioner. **Board Certification** implies the completion of additional education and testing beyond this degree of entry-level qualification. Therefore, passing the NPLEX does **not** mean that you are **board-certified**.

DOMAIN OF AUTHORITY & ELIGIBILITY FOR LICENSURE/REGISTRATION

You must abide by NABNE policies regarding **examination** (e.g., eligibility requirements and examination/re-examination policies). You must abide by jurisdictional policies regarding **licensure/registration**. Successful completion of the NPLEX examination process does not, in and of itself, guarantee that you will be eligible to become licensed/registered as a naturopathic physician/doctor.

JURISDICTIONAL REQUIREMENTS FOR LICENSURE/REGISTRATION

The NPLEX are international examinations and you are expected to have the general knowledge required to practice in all jurisdictions within the U.S. and Canada. This may mean that you are required to have knowledge over and above the scope of practice in any particular jurisdiction. In jurisdictions that regulate the licensure/registration of naturopathic physicians/doctors (with the exception of Ontario), you are required to pass both the Part I - Biomedical Science (BSE) and the Part II - **Core** Clinical Science Examination (CCSE). In addition, to be eligible for licensure in some jurisdictions, you may be required to also pass NPLEX Part II - Clinical **Elective** Examinations in Acupuncture (AEE), Elective Pharmacology (EPE), Minor Surgery (MSEE), and/or Parenteral Medicine Elective (PMEE). Jurisdictional requirements are subject to change. NABNE cannot guarantee that the information below is accurate. You should check with the jurisdiction in which you plan to practice regarding jurisdiction-specific policies and to confirm which NPLEX examinations are required for eligibility to become licensed/registered as a naturopathic physician/doctor.

State Requirements

NPLEX Examinations	AK	AZ	CA	CO	CT	DC	HI	ID	KS	MA	MD	ME	MN	MT	ND	NH	NM	OR	PR	RI	UT	VT	WA	
Part I - BSE	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Part II - CCSE	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Part II - AEE		•							•															
Part II - EPE								•									•	•				○		
Part II - MSEE		•					○	•				•		•			•	•				•	•	•
Part II - PMEE																								

Provincial Requirements

NPLEX Examinations	AB	BC	MB	SK
Part I - BSE	•	•	•	•
Part II - CCSE	•	•	•	•
Part II - AEE	○		○	•
Part II - EPE				
Part II - MSE	○	•		
Part II - PMEE				

○ You are required to take the examination only if you wish to use this modality in your practice.

You should contact individual regulatory authorities for the most up-to-date and accurate information regarding their specific requirements for licensure/registration. Some regulatory authorities require jurisprudence, oral, and other jurisdiction-specific examinations. These jurisdiction-specific examinations are not prepared, coordinated, scheduled, or administered by NABNE. NABNE administers only the NPLEX. To confirm NPLEX exam requirements and to apply for and arrange to take jurisprudence and other jurisdiction-specific examinations, you are responsible for checking with the regulatory authority in the jurisdiction in which you plan to practice.

STATE AND PROVINCIAL CONTACTS

ALASKA (AK)

Division of Corporations, Bus. & Prof.
Licensing
Naturopath Section
PO Box 110806
Juneau, AK 99811-0806
Phone: 907-465-2550
Email: Naturopathy@Alaska.gov
Website: www.commerce.state.ak.us/occ

ARIZONA (AZ)

Arizona Naturopathic Physicians Medical
Board
1740 West Adams, Suite 3002
Phoenix, AZ 85007
Phone: 602-542-8242
Email: info@aznd.gov
Website: www.nd.az.gov

CALIFORNIA (CA)

Naturopathic Medicine Committee
1747 N. Market Blvd., Suite 240
Sacramento, CA 95834
Phone: 916-928-4785
Email: naturopathic@dca.ca.gov
Website: www.naturopathic.ca.gov

CONNECTICUT (CT)

Connecticut Department of Health
Naturopathic Physician Licensure
410 Capitol Ave., MS# 12 APP
PO Box 340308
Hartford, CT 06134
Phone: 860-509-7603
Email: dph.healingarts@ct.gov
Website: www.ct.gov/dph

ALBERTA (AB)

College of Naturopathic Doctors of Alberta (CNDA)
216-20 Sunpark Plaza, SE
Calgary, AB T2X 3T2
Phone: 403-266-2446
Email: info@cnda.net
Website: www.cnda.net

BRITISH COLUMBIA (BC)

College of Naturopathic Physicians of British
Columbia
Suite 840-605 Robson St.
Vancouver, BC V6B 5J3
Phone: 604-688-8236
Email: office@cnpbc.bc.ca
Website: www.cnpbc.bc.ca

COLORADO (CO)

Office of Naturopathic Doctor Registration
1560 Broadway, Suite 1350
Denver, CO 80202
Phone: 303-894-7800
Email: dora_dpo_licensing@state.co.us
Website: www.colorado.gov/pacific/dora/naturopathy

DISTRICT OF COLUMBIA (DC)

DC Health
Naturopathic Physician Licensing
899 North Capitol St., NE
Washington, DC 20002
Phone: 202-442-5955
Email: doh@dc.gov
Website: www.dchealth.dc.gov

HAWAII (HI)

DCCA-PVL
Attn: NAT
PO Box 3469
Honolulu, HI 96801
Phone: 808-586-3000
Email: naturopathy@dcca.hawaii.gov
Website: www.hawaii.gov/pvl/boards/naturopathy

KANSAS (KS)

Kansas Board of Healing Arts
800 SW Jackson, Lower Level - Suite A
Topeka, KS 66612
Phone: 785-296-7413
Email: KSBHA_Licensing@ks.gov
Website: www.ksbha.org

MANITOBA (MB)

Lesley Phimister, Administrator
The Manitoba Naturopathic Association
971 Corydon Ave.
PO Box 434
Winnipeg, MB R3M 0Y0
Phone: 204-947-0381
Email: registrarmna@gmail.com
Website: www.cndmb.org

MASSACHUSETTS (MA)

Massachusetts Board of Registration in
Naturopathy
250 Washington Street
Boston, MA 02108
Phone: 617-973-0806
Email: MultiBoard.Admin@mass.gov
Website: www.mass.gov/orgs/board-of-
registration-in-naturopathy

MONTANA (MT)

Montana Board of Alternative Health Care
301 S Park Avenue, 4th Floor
Helena, MT 59620
Phone: 406-444-6880
Email: dlibsdhcp@mt.gov
Website: www.althealth.mt.gov

IDAHO (ID)

Idaho Board of Medicine
Naturopathic Medical Board
11341 W Chinden Blvd.
Boise, ID 83714
Phone: 208-327-7000
Email: Bom-info@dopl.idaho.gov
Website: licensing@bom.idaho.gov

MAINE (ME)

Board of Complementary Health Care Providers
Naturopathic Doctors
35 State House Station
Augusta, ME 04333-0335
Phone: 207-624-8620
Email: comphealth.lic@maine.gov
Website: www.maine.gov/pfr/professionallicensing

MARYLAND (MD)

Maryland Board of Physicians
4201 Patterson Avenue
Baltimore, MD 21215
Phone: 410-764-4777
Email: mpbmail@rcn.com
Website: www.mpb.state.md.us

MINNESOTA (MN)

Board of Medical Practice
Naturopathic Doctor Registration
335 Randolph Avenue, Suite 140
St. Paul, MN 55102
Phone: 612-617-2130
Email: medical.board@state.mn.us
Website: www.mn.gov/boards/medical-practice

NEW HAMPSHIRE (NH)

Office of Professional Licensing and Certification
7 Eagle Square
Concord, NH 03301
Phone: 603-271-2152
Email: customersupport@oplcnh.gov
Website: www.oplcnh.gov/naturopathic-examiners

NEW MEXICO (NM)

New Mexico Medical Board
2055 S Pacheco St., Bldg. 400
Santa Fe, NM 87505
Phone: 505-476-7220
Email: nmbme@state.nm.us
Website: www.nmmb.state.nm.us

OREGON (OR)

Oregon Board of Naturopathic Medicine
800 NE Oregon Street, Suite 407
Portland, OR 97232-2187
Phone: 971-673-0193
Email: Naturopathic.Medicine@oregon.gov
Website: www.oregon.gov/obnm

RHODE ISLAND (RI)

Rhode Island Department of Health
Naturopathic Physician Licensure
3 Capitol Hill, Room 104
Providence, RI 02908
Phone: 401-222-5960
Email: <http://health/ri.gov/contact>
Website: www.health.ri.gov

UTAH (UT)

Larry Marx, Bureau Manager
Div. of Occupational & Professional Licensing
160 East 300 South
PO Box 146741
Salt Lake City, UT 84114-6741
Phone: 801-530-6628
Email: b1@utah.gov
Website: www.dopl.utah.gov/licensing/nat

WASHINGTON (WA)

Washington State Department of Health
Health Systems Quality Assurance
Naturopathic Physician Credentialing
PO Box 47877
Olympia, WA 98504-7877
Phone: 360-236-4700
Email: hsqa.csc@doh.wa.gov
Website: www.doh.wa.gov

NORTH DAKOTA (ND)

North Dakota Board of Integrative Health Care
Email: ndbihc@gmail.com
Website: www.ndbihc.org

PUERTO RICO (PR)

Sra. Rebeca Osorio
Junta Examinadora de Doctores en Naturopatia
PO Box 10200
San Juan, PR 00908-0200
Phone: 787-765-2929, Ext. 6598
Email: losorio@salud.gov.pr
Website: www.salud.gov.pr

SASKATCHEWAN (SK)

Dr. Brittany Wolfe, ND, RH (AHG)
Office of the Registrar
SANP
206-3775 Pasqua Street
Regina, SK S4S 6W8
Phone: 306-543-0430
Email: registrar@candsask.com
Website: www.cndsask.clubexpress.com/

VERMONT (VT)

VT Office of Professional Regulation
89 Main Street, 3rd Floor
Montpelier, VT 05620-3402
Phone: 802-828-1505
Email: <http://sos.vermont.gov/opr/about-opr/contact-us>
Website: www.vtprofessionals.org

TESTING ACCOMMODATIONS

The accommodations granted by your approved naturopathic medical program (ANMP) might not be the same as those granted by NABNE.

COURTESY ACCOMMODATIONS (for limitations that require only minor adjustments to the standardized testing environment)

If you have a limitation (e.g., a fractured arm, an advanced pregnancy, etc.) that does not rise to the level of a functional disability but requires a minor alteration of the standardized testing conditions, NABNE will work with you and the testing facility to provide physical arrangements to meet your needs. These types of limitations do not require extensive evaluation by a specialist because they require only minor modification of a **physical** component of the testing environment (e.g., sitting in the front row to minimize distractions, a special pillow to sit on, etc.). You still might be required to submit a note from your physician or other professional. To receive the *Courtesy Accommodation Request Form*, contact NABNE at testingaccommodations@nabne.org. You must submit a *Courtesy Accommodation Request Form* to NABNE by **May 31, 2023**.

Examinees are not allowed to bring their own noise-canceling or noise-reducing headset into the testing room. You can still submit a *Courtesy Accommodation Request Form* to request a noise-reducing headset, which NABNE will provide.

OFF-THE-TESTING-CLOCK BREAKS OR EXTENDED TESTING TIME

These requests are **not** courtesy accommodations. If you are requesting extended testing time or off-the-testing-clock breaks, you must request and complete the *Testing Accommodations Application* packet, and you must be evaluated by a qualified professional (e.g., a neuropsychologist) who can provide objective evidence (results of psycho-educational testing) of a functional limitation that requires you receive off-the-testing-clock breaks or extended testing time.

TESTING ACCOMMODATIONS THAT ADDRESS FUNCTIONAL DISABILITIES (for disabilities or limitations that require accommodations that alter the standardized testing environment)

In general, a **disability** is defined as a physical, cognitive, or mental impairment that substantially limits one or more of an individual's major life activities. Not all disabilities, however, impact an examinee's ability to access (take) a multiple-choice examination. To be granted testing accommodations by NABNE for the administration of the NPLEX, you must submit objective evidence (e.g., results of a psycho-educational assessment) of a disability that causes functional limitations relevant to taking a non-speeded, multiple-choice examination. The NPLEX is a non-speeded, multiple-choice examination that requires you to be able to read and comprehend text. The examinations do not require math calculation, oral fluency, or compositional writing.

Providing accommodations to an examinee who does *not* have a disability is likely to provide an advantage which other examinees have not received, therefore compromising the reliability and validity of the exam. Regulatory authorities rely on NABNE to provide reliable and valid exam results.

DEADLINES TO APPLY FOR TESTING ACCOMMODATIONS AND SUBMIT DOCUMENTATION

To apply for testing accommodations, you must request the current *NABNE Applicant Testing Accommodations Request* forms by emailing testingaccommodations@nabne.org. The forms will be available approximately 10 weeks before May 31, 2023.

To have your application for testing accommodations be considered for the **August 2023** exam administration, you must register to take the upcoming NPLEX and NABNE must receive, **no later than May 31, 2023**, all required documentation, establishing that:

- You are an individual who has current functional impairments that arise because of a disability.
- These impairments cause functional limitations that impact your ability to access a non-speeded, multiple-choice examination.

AND

- The requested testing accommodations are reasonable and address the specific functional limitations relevant to taking a non-speeded, multiple-choice examination.¹

If NABNE has not received your testing accommodations application or **current** forms with **complete documentation** by **May 31, 2023**, your request will not be evaluated in time for the upcoming exam administration.

If the documentation submitted to NABNE by the deadline is not sufficient to establish that you have a disability that impacts your ability to access a non-speeded, multiple-choice examination, it is not NABNE's responsibility to follow up and obtain the required information.

If any required documentation is received **after** the deadline, you will have the option of 1) either taking the examination(s) without the requested accommodations, or 2) cancelling your application and being refunded a portion of your fees according to the current refund policy.

Application to request accommodations and all required documentation for the upcoming exam administration should be emailed in PDF format to testingaccommodations@nabne.org or faxed to 503-452-3943. To ensure that your request will be evaluated in time for the August 2023 exam administration, **all documentation must be received by NABNE no later than May 31, 2023.**

RESPONSIBILITIES OF THE APPLICANT WHEN REQUESTING TESTING ACCOMMODATIONS

To request testing accommodations and to ensure that your request will be considered in time for the upcoming NPLEX administration, it is your responsibility to:

- Register to take an NPLEX examination.** NABNE will not consider requests for accommodations from individuals who are not registered to take an NPLEX examination.

¹ A **reasonable accommodation** is an adjustment to or modification of standard testing conditions that addresses the functional limitation(s) that is (are) related to an examinee's impairment, without giving undue advantage to the examinee who receives the accommodation; without fundamentally altering the measurement of knowledge, ability, or skill that the test is intended to measure; and without imposing an undue hardship on NABNE.

- ❑ **Complete and submit all parts of the current *NABNE Applicant Testing Accommodations Request* packet by the deadline.**
- ❑ **Prepare and submit a personal statement** that specifically describes how your functional limitations impact your ability to take a multiple-choice examination. This statement is optional; it is intended to give you an opportunity to provide relevant information that might not be provided by your evaluator.
- ❑ **Retain an evaluator who is a doctoral-level practitioner** and is qualified² to assess your particular disability and complete the *NABNE Evaluator's Report Form (NERF)*. NABNE must receive the form directly from the evaluator by the deadline.
 - The objective evidence (e.g., psychoeducational testing results, imaging studies, etc.) received from the evaluator must be current. If the evaluation is **more** than five (5) years old, you will be required to have a new evaluation. If the evaluation is **fewer** than five (5) years old, contact NABNE to find out if a current evaluation is required, as **current** depends on the nature of the impairment.
 - Most people who taken an entire battery of neuropsychological or psychoeducational tests will demonstrate relative strengths and weaknesses and/or limitations in one or more areas. A few low scores are insufficient, in and of themselves, to establish the existence of a disability.

ABOUT THE NABNE EVALUATOR'S REPORT FORM (NERF)

The NERF is designed to elicit data from your evaluator to ensure that NABNE has sufficient information to evaluate your request for accommodations. If the NERF is not fully completed or is illegible, NABNE might not be able to evaluate your request. Please refer to the NERF to understand what information NABNE is requesting from the evaluators.

The NERF does not require that the evaluator provide a diagnosis (e.g., DSM-5 or ICD code). Information about an applicant's diagnosis can be helpful in evaluating the accommodation request, but diagnosis and history may be withheld at the applicant's discretion. If the information is not provided, it may affect NABNE's ability to reasonably assess the accommodations request.

A request for testing accommodations may be denied if NABNE determines that the objective evidence provided in the NERF is 1) not adequate to substantiate the claimed disability/functional limitation(s), 2) not consistent with, or is not adequate to substantiate a claim that the disability/functional limitation is significant in the context of taking a multiple-choice examination, and/or 3) not reasonable or not appropriate to the functional limitation(s) related to your disability.

² All evaluators must be doctoral-level practitioners. For a cognitive/developmental/psychological assessment, your evaluator must have been trained to administer and interpret psycho-educational assessments (e.g., has a PhD or PsyD in neuropsychology). For a physical/sensory assessment, your choice of evaluator depends on the type of impairment [e.g., visual impairment will be appropriately evaluated by an ophthalmologist, structural impairment will be appropriately evaluated by an orthopedic doctor or a chiropractic doctor, physical impairment (e.g., ulcerative colitis, fibromyalgia) will be appropriately evaluated by an ND, DO, or MD, etc.].

NABNE'S REVIEW AND ASSESSMENT OF ACCOMMODATION REQUESTS

Your documentation may be reviewed by one or more of NABNE's expert documentation review specialists (DRS), each of whom provides an impartial interpretation of the information provided. Every NABNE documentation review specialist has a doctoral degree (PhD, EdD, or PsyD) with specialty training in the assessment of individuals who have cognitive/developmental/psychological disabilities. All documentation review specialists have published research regarding aspects of the disability assessment process and have many years of experience reviewing evaluations such as the ones submitted by applicants for accommodations requests. Their expertise includes knowledge of current applicable legal requirements regarding the provision of accommodations. After a DRS reviews the documentation, NABNE will determine whether the request for accommodations will be granted.

For a more detailed explanation of NABNE's assessment of accommodations request, please refer to the document titled *NABNE Review of Testing Accommodations Requests*. **The accommodations granted by your approved naturopathic medical program (ANMP) might not be the same as those granted by NABNE.**

NOTICE OF DETERMINATION

Approximately four (4) weeks prior to the scheduled exam date, you will be contacted via letter and/or email with the decision regarding your request. If your request is granted, you will be sent a memo documenting the accommodations you will be provided. You will need to sign this memo and return this document to NABNE. If your request is denied, the decision will be detailed in a letter emailed to you. Your options will be 1) either taking the examination(s) without the requested accommodations, or 2) cancelling your examination(s) and being refunded a portion of your fees according to the current refund policy.

SUBSEQUENT TESTING ACCOMMODATIONS REQUESTS

An applicant who has been granted testing accommodations in the past will not **automatically** be granted the same accommodations for a subsequent exam administration. To request testing accommodations for subsequent exam administrations, you must submit a new *NABNE Applicant Testing Accommodations Request Form* every time you apply to take the NPLEX. Although new documentation from an evaluator **might not** be required, you are responsible for ensuring that the documentation NABNE has on file meets the requirements described above.

If your previous request for accommodations was denied, you may submit a new accommodations request for a future exam administration, **but only if the new request includes additional information**. However, further documentation will not change the outcome if the information provided in the new report is inconsistent with the claimed disability or relevant functional limitations.

APPEALS REGARDING TESTING ACCOMMODATIONS DECISIONS

If you wish to appeal a decision regarding your testing accommodations application, you must submit your appeal to NABNE in writing, addressed to the Testing Accommodations Committee of the NABNE Board. Send your letter to testingaccommodations@nabne.org. Because of the short time frame between accommodations decisions and the exam administration, the Board will not be able to respond before the upcoming exam administration, but NABNE will make every effort to provide a response to your appeal within six (6) weeks of its receipt.