

## ON-CAMPUS TEST SITE POLICY

Please continue to follow our typical test site policies which can be found on the [mynbce.org](http://mynbce.org) website.  
See links listed below

	Parts I, II, III, and PHT	Part IV
<b>COVID-19 Specific Rules</b>	<ul style="list-style-type: none"> <li>• Masks are optional (unless required by specific test site).</li> <li>• Hand sanitizer is available on site. You are permitted to bring, in a clear plastic bag, your own container, if you prefer.</li> <li>• You may also bring gloves in the same clear plastic bag, but they are <b>not</b> required. *</li> </ul> <p><b>Please leave all other items at home or in your vehicle.</b></p>	<ul style="list-style-type: none"> <li>• Masks are optional (unless required by specific test site).</li> <li>• Gloves are <b>not</b> allowed for the Part IV exam. The Part IV exam will be utilizing proper hand sanitizing protocols instead of gloves.</li> </ul>
<b>General Test Site Rules</b>	click <a href="#">HERE</a> to be taken to the most current version of the test site rules posted on <a href="http://mynbce.org">mynbce.org</a> **	click <a href="#">HERE</a> to be taken to the most current version of the test site rules posted on <a href="http://mynbce.org">mynbce.org</a>

\* If you do bring gloves please follow proper [CDC glove use](#) protocols.

\*\*\*\* Continued on next page...

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Other things to consider when attending a test administration:

- **DO NOT come to the test site if sick\*** (email [support@nbce.org](mailto:support@nbce.org) if you are not able to attend)  
*\*The NBCE will provide rescheduling opportunities or refunds to anyone who cannot attend the exam because they are sick or exhibiting COVID-19 symptoms. To receive a 100% refund for your computer-based testing appointment, you must provide the NBCE with a copy of the POSITIVE certified viral test result. Certified means that you have results that are recorded in your name. Pictures of positive test kits will not be accepted. If the NBCE does not receive this documentation, your funds will be forfeited. A 'no-show', late arrival, or missed exam will result in all exam fees being forfeited.*
- Follow the [CDCs hygiene guidelines](#)
- You may be denied entry if you exhibit signs or symptoms of any potentially contagious illness including:
  - Fever or chills (>100.4°)
  - Cough
  - Shortness of breath or difficulty breathing
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
- Read the [NBCE Part IV Exam Irregularity Policy](#)
- The NBCE will be providing hand sanitizer. (you may bring your own, if preferred, in a clear plastic bag.)
- The NBCE will be sanitizing work spaces, computer stations, equipment, etc. in between use. This may cause slight delays in registration and setup, so patience is appreciated.
- Campus test sites may require anyone who enters their buildings to sign a statement that you are entering the campus voluntarily and that the college is not responsible if you contract COVID-19.
- You will be subject to individual security screening procedures via visual scanning. If you refuse to submit to individual security screenings, you may be denied entrance to, or be expelled from, the testing area. This will result in all exam fees being forfeited.
- NBCE does not, and cannot, guarantee that any participant will not be exposed to or become infected with illness. Some testing activities require close contact with others that may increase this risk.
- You have attested in the examinee agreement signed at the time of your application that you will comply with all public health orders and travel restrictions, and that you will not attend the exam if you have signs or symptoms of any illness that may be contagious (e.g. cold or flu symptoms, cough, fever, congestion, loss of smell or taste, fatigue, etc.). Contact the NBCE ([support@nbce.org](mailto:support@nbce.org)) to arrange a future testing opportunity.
- By electing to participate in an NBCE examination based on my own independent risk assessment, I release and forever discharge NBCE from any and all claims, causes of action, liability and damages related to my participation in testing activities.