

## Multiple-Choice Examination

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### Examination Content Areas

The development of JCAHPO's multiple-choice exams are based on the results of a "job task analysis" survey which is distributed to job incumbents and sponsoring ophthalmologists for their feedback. The survey results identify the tasks performed most often and of greatest importance. The examination content outline is based on these results. The content outline indicated in this book for each examination area is an excellent study aid.

### Examination Specifications

- All examinations are delivered in English.
- The number of questions and the time allowed to take the examination vary according to the level of examination.
- Add ½ hour to the exam time for review of a tutorial explaining how to maneuver through the computer exam.
- In addition to scored items, all candidates receive between 10-25 sample questions. While they are not identified or scored, these questions are being tested for possible inclusion in future examinations.

Examination Level	Number of Scored Questions	Examination Time
COA/CCOA	200	3 hours
COT	200	3 hours
COMT	160	3 hours
OSA	75	1 hour
ROUB	170	3 hours
CDOS	175	3 hours

The multiple-choice exam is a series of statements or questions followed by four possible answers. One answer is the single-best response; the others are distractors. While some answers may be partly correct, there is only one BEST answer.

### Examination Construction and Scoring

JCAHPO exams are developed by the JCAHPO Certification Committee, which includes ophthalmologists and certified OMP. A variety of reference materials are used to create examination questions, which are selected from a pool of items based on the exam specifications and content outlines.

The examinations are criterion-referenced which means that each candidate passes or fails based on their performance. Individual examination results are judged against an objective standard and not on the performance of others on the same exam.

The established passing score for the examinations is the minimum number of questions that must be answered correctly. Scoring is statistically adjusted to ensure that all those who pass meet the same standards of competence, regardless of which form of examination they took. Examination scores are not released.

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### What Score is Required to Pass the Exam?

The passing score for the exam is set by a committee of experienced ophthalmic medical personnel and ophthalmologists working with a psychometrician (a specialist in the mathematics of examinations), using methods that are nationally accepted for professional examinations. These methods allow the committee to determine the minimum standard of knowledge and skill necessary to perform the assistant's job.

Your test performance is measured against the minimum standard set by this committee of experts, rather than measured against other people who have taken the exam. Establishing the passing score in this way helps to ensure that only those candidates who have the knowledge are granted certificates. Passing scores are not based on straight percentage or a curve, nor does the performance of any other test-taker affect how your performance will be judged.

A modified Angoff procedure is used to establish each passing score. In this commonly accepted psychometric procedure, content experts estimate the probability of each question being answered correctly by a person who meets the minimum eligibility requirements. For this reason, passing scores are not released.

### Preparation Strategies

JCAHPO exams are designed to cover the knowledge and skills needed by ophthalmic medical personnel in a variety of settings.

1. The exam will include questions from every content area. Sub-categories identify topics that items/questions may cover in the examinations. (Higher level examinations may also contain areas found in lower level examinations. Please refer to Appendix A or B for specific content area descriptions).
2. JCAHPO does not use one single reference source in the design of its exams. However, JCAHPO does offer examination study guides that can be purchased at [www.jcahpo.org](http://www.jcahpo.org) or [www.actioned.org](http://www.actioned.org) offering additional training options.
4. Exam review courses by ATPO are now online at [www.actioned.org](http://www.actioned.org).
5. Before the exam, find the test center and locate parking areas. Knowing where to go will reduce your stress on test day.
6. Study at a pace that suits your needs and do not cram for the test.
7. Focus on doing your personal best; your score is not affected by anyone else's.

### Sample Items/Answers

1. The number 75 in lens prescription  $-5.00 + 1.50 X$  75 is the
  - a. power of sphere.
  - b. axis of cylinder.
  - c. interpupillary distance.
  - d. vertex distance.
2. The abbreviation prn stands for
  - a. every day.
  - b. after meals.
  - c. as needed.
  - d. vertex distance.
3. An A-scan is used to measure the
  - a. corneal thickness.
  - b. scleral rigidity.
  - c. rod and cone function.
  - d. eye's axial length.
4. What extraocular muscles rotate the eyes into right gaze?
  - a. RLR and LMR
  - b. RIO and LSR
  - c. RMR and LMR
  - d. RSO and LIR
5. An opacification to the lens is known as a
  - a. cataract.
  - b. leukocoria.
  - c. pinguecula.
  - d. coloboma.

**Answers:** 1 = B, 2 =C, 3=D, 4=A & 5=A

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### What Happens After the Exam?

Upon completion of the multiple-choice exam, you will receive notification on your computer screen that you have either passed or failed. This is your unofficial Score Report (Pass/Fail). You will not see your actual score.

You will be provided feedback on the content areas where your performance was below the acceptable standard. This feedback is the Performance Report. Take the opportunity to obtain your printout of your Performance Report, which is a very helpful tool to review areas in which you might need further study.

Examination results will be mailed by JCAHPO, two to four weeks after the completion of your exam. Results are sent by mail only.

Those that have passed all parts of an examination will receive an official certificate and wallet card from JCAHPO. These documents provide evidence that you have mastered the knowledge required. Your employer, colleagues, and ultimately, the patients you serve will benefit from your increased knowledge and capabilities.

Those that pass the COT and COMT multiple-choice examination will then be eligible to complete the simulated skill-based performance test(s).

### Retaking the Examination

If you do not pass the exam the first time, a retest application is automatically included with the Notification of Results letter. For a limited period of time, you can retake the exam at a lower price.

You have 12 months from your initial examination date to complete two additional multiple-choice retests. Once the retest application is processed, you will have 90 days in which to schedule and complete the exam. If you decide not to apply to retest within 12 months of the initial exam or fail to complete the exam within the 90-day eligibility period, then the complete application process begins again, with eligibility, supporting documentation, and required fees.

If you do not pass your second retest, a waiting period of 12 months from the date of your first exam is required. You will need to submit a new application with eligibility, supporting documentation, and required fees.

If you do not pass the examination, the following suggestions will help you work on specific areas where your skills are not as strong and help improve your overall confidence.

1. Rebuild your confidence through study.
2. Carefully review the Performance Report from your previous attempt.
  - a. Review each of the content areas on which you did not perform well.
  - b. Go to the suggested resource list at [www.jcahpo.org](http://www.jcahpo.org) to determine what you should study to strengthen your knowledge of these areas.
3. If after reviewing the suggested readings you are still unsure of your understanding, review other sources and/or discuss the content areas with other ophthalmic professionals.