

## Accommodations Overview

FSBPT provides reasonable and appropriate test accommodations to individuals with documented disabilities who demonstrate a need for test accommodations. Test accommodations are intended to ensure that a test measures what it purports to measure, rather than the effects of the disabling condition. The purpose of test accommodations is to provide candidates with full access to the test – not to guarantee improved performance, a passing score, test completion, or any other specific outcome.

## Timeline

Accommodation requests, including all supporting documentation, must be submitted to FSBPT no later than the [Registration and Payment Deadline](#) for the exam you want to take.

Documentation received after the deadline will be considered for a future exam.

FSBPT will communicate your decision via email within 10 business days of receiving your completed request.

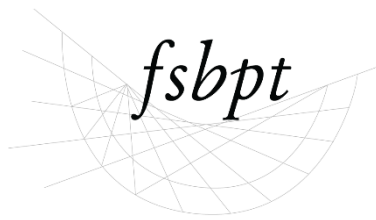
Appeals to FSBPT decisions on accommodations must be made within 7 days of an individual receiving FSBPT's accommodation decision. Appeals are reviewed by external reviewers with expertise in accommodations.

## Documentation Guidelines

### SECTION 1

#### Individuals with history of past accommodations

If you received testing accommodations in the past in a similar testing situation, from either a college, university or other institution of higher education or on another standardized test, you may receive the **same** accommodations on the National Physical Therapy Exam simply by



providing **one** of the following types of documentation, in addition to your [Accommodations Request Form](#):

- Documentation from an institution of higher education outlining the accommodations you received in a similar testing situation during your education.
- Documentation from another testing entity outlining accommodations you received for another standardized test (for example the GRE, SAT, etc.).
- Personal sworn statement identifying the applicable examination(s) and describing the testing accommodations that you received in a similar testing situation. Please use the [Prior Accommodations Form](#) if you would like to rely on a sworn statement to demonstrate your past accommodations in a similar testing situation.

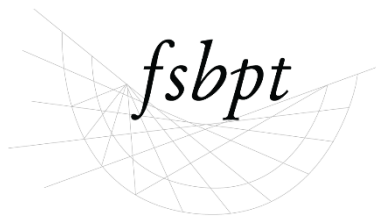
Your requested accommodation must not compromise the validity, integrity, or security of the exam, the exam process, or the exam results or fundamentally alter what the exam is designed to measure.

## Section 2

### Individuals who do not have a history of testing accommodations

If you have not received testing accommodations in a similar testing situation in the past, or if you are requesting accommodations that exceed what you have received in similar testing situations in the past, provide the following documentation to support your FSBPT accommodation request.

- A completed [Accommodations Request Form](#)
- Evaluations and/or other documentation as outlined below



These guidelines are intended to be guidance for you and/or your evaluator. Please review them carefully so that our evaluators are in a position to make a timely and informed decision on your request. All requests are carefully reviewed on an individualized, case-by-case basis.

## **Guidelines**

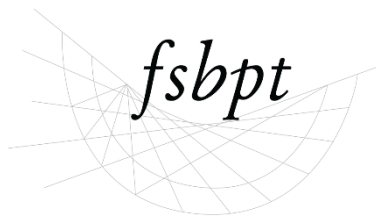
In order to be considered for test accommodations, you must demonstrate that you are a person with a disability as that term is defined under the Americans with Disabilities Act, or “ADA.” Under the ADA, a disability is any physical or mental impairment that substantially limits your ability to perform one or more major life activities, as compared to most people in the general population. Major life activities that are relevant to taking a standardized examination include seeing, hearing, physical mobility, reading, and thinking.

**1. Evidence of a disability.** You should provide evidence demonstrating that you have one or more diagnosed impairments which result in functional limitations that require accommodation on the National Physical Therapy Exam.

While documentation of your diagnosed condition may come from a doctor or psychologist, documentation about your disability-- the functional impact and limitations caused by your condition—may also come from you and other people in your life who know you better on a day-to-day basis, such as an employer or counselor.

Below are examples of types of documentation that could assist in establishing yourself as a person with a disability:

- A report from a physician, psychologist, or other medical professional providing a diagnosis and discussing your medical condition and any resulting functional limitations.
- An IEP, Section 504 plan, or similar record showing your receipt of accommodations in K-12 or college.
- Academic records reflecting functional limitations you experienced as a result of your impairment(s), such as teacher comments on report cards.



- Personal letter from work supervisor or Human Resources staff, that explains the functional impact of your condition at work, and the workplace accommodations that are provided to you, such as extra time to do your work, an alternate work schedule, or use of assistive technology
- Counselor's letter that explains the functional limitations of your condition and the practical strategies that you use for managing your condition on a day-to-day basis
- Evidence of government disability benefits (SSA/SSDI or disability-related veteran's benefits)
- A letter from a state's Department of Vocational Rehabilitation indicating disability-related services you received
- Evidence of a prior hospitalization
- Evidence that you have a modified housing situation due to your condition

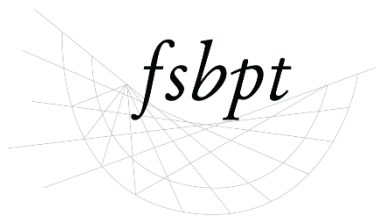
**2. Rationale.** Your documentation should provide a rationale for each accommodation that you are requesting.

Please note: Separate rooms are appropriate for candidates requiring assistive personnel (e.g., reader or scribe), who need to read aloud, or who need to have items with them while testing (such as medical supplies). If a candidate requires an environment with minimal distractions, the main testing room is appropriate because the testing center is designed to minimize distractions.

**3. Appropriateness of your requested accommodation.** The requested accommodation should be appropriate to the specific task and setting of your exam, which may be different from accommodations that were approved in the past for different types of tasks in other settings.

Your requested accommodation must not compromise the validity, integrity, or security of the exam, the exam process, or the exam results.

The requested accommodation should not result in a fundamental alteration to the test, so that the test no longer measures what it is intended to measure. This would compromise the



mission of FSBPT, which is public protection. For example, requests to waive portions of the exam, alter test questions, reduce the number of possible answer choices, or otherwise modify the content of the test will not be approved.

**4. Documentation.** Documentation should be sufficiently current to reflect your current situation and how you will be functioning on test day. This will likely vary depending on whether your impairment is a lifelong condition (in which event older documentation is fine) or a condition as to which functional limitations often change over time (in which event more current documentation might be needed).

**5. Qualifications of the professional who provides you with supporting documentation.** If submitting documentation from a medical professional to support your accommodation request, the medical professional should have expertise that is relevant to your impairment(s). If you choose, you may submit documentation from other professionals who know you, such as employers, counselors, or professors.

**6. Personal impact statements can also be supplied by candidates to describe how testing is impacted by their disability and why the requested accommodations are necessary.**

## **APPEALS**

If your request for accommodations is denied by FSBPT, in whole or in part, you may submit an appeal. A neutral third-party medical professional with expertise that is appropriate for your impairment(s) will review the appeal and make a recommendation to FSBPT. FSBPT will then review that recommendation and inform you of the decision on your appeal.

An appeal must be submitted within **seven (7) calendar days** of when you receive FSBPT's original decision on your request. Use the [FSBPT Accommodations Appeal Form](#) to submit your appeal.