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## COMMONWEALTH OF PENNSYLVANIA



### STATE BOARD OF DENTISTRY EXPANDED FUNCTION DENTAL ASSISTANT CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at [www.psiexams.com](http://www.psiexams.com)

## EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for an Expanded Function Dental Assistant (EFDA) certificate in the Commonwealth of Pennsylvania.

Pennsylvania laws stipulate that a person may not act an Expanded Function Dental Assistant without first obtaining a certificate issued by the Pennsylvania State Board of Dentistry, except for EFDA's who already hold a temporary permit issued by the Board to practice as an expanded function dental assistant. To be certified, you must pass an examination to confirm that you have attained at least a minimum level of knowledge regarding the principles, practices, statutes, and regulations relating to the dental industry.

The Pennsylvania State Board of Dentistry has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI provides examinations through a network of computer examination centers in Pennsylvania. PSI works closely with the Board to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

## GUIDELINES FOR CERTIFICATION APPLICATION/QUALIFICATION

The State Board of Dentistry regulates the certification of Expanded Function Dental Assistants in the Commonwealth of Pennsylvania. Upon application, the Board examines for, denies or approves and issues certificates to Expanded Function Dental Assistants. In addition to evaluating the qualifications and fitness of applicants for certification, the Board's functions include establishing standards of professional dentistry practice and conducting hearings upon complaint.

Pennsylvania State Board of Dentistry  
P.O. Box 2649  
Harrisburg, PA 17105-2649  
(717) 783-7162 \* Fax (717) 787-7769  
[st-dentistry@state.pa.us](mailto:st-dentistry@state.pa.us)

Upon approval by the Board, you will be sent an Eligibility Postcard from PSI, including instructions for paying and scheduling for the examination.

## EXAMINATION SCHEDULING PROCEDURES

All questions and requests for information pertaining to the examination should be directed to PSI.

PSI Services LLC  
3210 E Tropicana  
Las Vegas, NV 89121  
(800) 733-9267 \* Fax (702) 932-2666  
[www.psiexams.com](http://www.psiexams.com)

**IMPORTANT:** Temporary permit holder candidates must pass the examination within 90 days from the date that the examination goes live: February 14, 2008. You must pass the examination on the first attempt to maintain your

temporary permit. If you fail the examination, your temporary permit expires by operation of law (See 63 P.S. § 130h(b)) and you must cease practicing as an expanded function dental assistant until you pass the examination and are issued permanent certification by the Board.

Once you have received your Eligibility Postcard from PSI, you are responsible for contacting PSI to pay and schedule to take your examination.

### ONLINE (WWW.PSIEXAMS.COM)

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI's registration Web site at [www.psiexams.com](http://www.psiexams.com). Internet registration is available 24 hours a day.

- Log onto PSI's website and create an account. Please enter your email address and first and last name. This information must match exactly with the information submitted on your application. Be sure to **check the box next to "Check here to attempt to locate existing records for you in the system"**
- You will be asked to select the examination and enter your SS#. Your record will be found and you will now be ready to pay for and schedule the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear. If you have problems, contact PSI at (800) 733-9267 for help.

### TELEPHONE

The second fastest method of registering and scheduling is via the telephone. Call (800) 733-9267 to speak with a live Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time.

To register by phone, you need a valid credit card (VISA, MasterCard, American Express or Discover.)

### FAX

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI at (702) 932-2666. Fax registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

### STANDARD MAIL

Complete the PSI registration form (found at the end of this bulletin), and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA, MasterCard, American Express or Discover), company check, money order or cashier's check, made payable to PSI. Print your name in the memo section of the company check, money order or cashier's check so we can ensure the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**



Please allow PSI 2 weeks to process a mailed registration. After 2 weeks, you may go online or call PSI to schedule the examination.

### CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (800) 733-9267 or use the PSI website.

**Note:** A voice mail message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI and speak directly to a Customer Service Representative.

### MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

### SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination must fill out the form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666. This form also includes out-of-state testing requests.

### EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge. You may also check our website at [www.psiexams.com](http://www.psiexams.com).

## EXAMINATION SITE LOCATIONS

The examinations are administered at the examination centers listed below:

### Allentown

1620 Pond Road, Suite 50  
Allentown, PA 18104

*Take Route 22, exit Cedar Crest Blvd North. Turn right on North Cedar Crest Blvd. Turn left onto Winchester, then turn right onto Pond.*

### Bristol

1200 Veterans Highway, Suite B4  
Bristol, PA 19007

*On I-95 toward Bristol Township, exit Bristol then turn right at the stoplight. Office is the second building on the left. There are many entrances, but use the entrance under the clock tower.*

### Cranberry Township

Cranberry Corporate Business Center  
213 Executive Dr., Suite 150  
Cranberry Township, PA 16066

*From I-79 exit Cranberry-Mars Route 228, go West. Cross over Route 19 onto Freedom Road. Go three traffic lights then turn right onto Executive Drive. Building is directly across from Hampton Inn.*

### Erie

2700 W. 21st Street, Suite 21 & 22  
Erie, PA 16506

*From Interstate 79 North, take the West 26th St., exit 182, or Rt. 20 West. Just after the 2nd light you'll see Bonnel Auto Sales on your right. Lowell Ave runs along the side of the Bonnel Auto Sales, make a right onto Lowell. Stay on Lowell until it intersects with West 21st St. Make the left onto 21st and our building sits on that corner. The 2700 is written across the front of the building.*

*From I 79 South coming from Erie proper same directions 26th St., exit 182 or Rt. 20 West right at Bonnel Auto Sales on Lowell. Stay on Lowell until West 21st St intersects. The office at 2700 West 21st St. sits on the left corner across the street from where you are now at the yield sign.*

### Greensburg

DiCesare Building  
116 E. Pittsburgh St., Suite 101  
Greensburg, PA 15601

*From Route 30 East or West, exit Business 66 North (NB. NOT Turnpike 66.) Go about 1.5 miles into downtown Greensburg. Turn right in the direction of Route 30 East at the lights between First Commonwealth Bank and Citizen's Bank. Building will be about 500 feet on right, past the YMCA but before Co Go's garage.*

### Harrisburg

2300 Vartan Way, Suite 245  
Harrisburg, PA 17110

*From 83 North towards Harrisburg, take 581 West. Take I-81 North, exit Progress Avenue (exit 69) and turn left at the exit. Go approximately 1 mile to Vartan Way. Turn right. Make immediate left into parking lot.  
From I-81 South, exit Progress Avenue and turn left at the exit. Go approximately 1 mile to Vartan Way. Turn right. Make immediate left into parking lot.*



Note: 2300 Vartan Way faces Progress Avenue. PSI is in the building with 4 radio stations, including Hot 92 and Wink 104.

### King of Prussia

601 South Henderson Road, Suite 205  
King of Prussia, PA 19406

*Going East: Take I-76 East and exit #330 toward Gulph Mills. Turn left at the bottom of the ramp at the 1<sup>st</sup> traffic light (Gulph Road). Go North on Gulph. Turn right at the 3<sup>rd</sup> traffic light (S Henderson Rd).*

*Going West: Take I-76 West and exit #330 toward Gulph Mills. Keep left at the fork in the ramp. Turn slight left onto Balligomingo Road. Turn right onto Trinity Lane and continue to follow Trinity. Turn slight left onto Swedeland Rd. Turn slight right onto S. Gulph Road. Turn slight right onto S. Henderson Rd.*

### Philadelphia (Bala Cynwyd)

One Bala Avenue, Suite 315  
Bala Cynwyd, PA 19004

*From I-76 exit City Line Avenue. Follow City Line Avenue South. The building is on Bala and City Line (next to the Bala Cynwyd railroad station). Note: This is NOT Bala Plaza.*

### Pittsburgh

Towne Center

1789 South Braddock Avenue, Suite 296  
Pittsburgh, PA 15218

*From I-376 East go through Squirrel Hill tunnels. Exit, #7 toward Swissville. Turn slight left onto Monongahela Avenue. Turn right on South Braddock Avenue (IN THE EDGEWOOD TOWNE CENTER OFFICE BUILDING).*

*All candidates should report to the PSI office 30 minutes prior to the published session time, and no earlier. If candidates wish to arrive earlier, they must wait in the Security Office's designated areas on the first floor, or outside of the building. The building management does not allow candidates to wait in the hallways, and/or common areas of other floors, including our own floor. Thank you for your cooperation.*

### Scranton

1125 Lackawanna Trail Rts 6&11  
Clarks Summit, PA 18411

*From I-81N take Exit 194 (Clarks Summit) and merge onto US6W/US11N. Continue on Routes 6 & 11 for approximately 3 miles until you see the Agway building on the left side of the road. Just before the Agway building, make a U-turn. After making the U turn you will see 2 houses before you see the PSI parking lot. PSI is located in a long brown brick building which is set back from the highway. There is a small red and white sign located at the entrance to the parking lot.*

*(If approaching from the opposite direction (US6S/US11E) PSI is located on the right, approximately 100 feet after the Agway building).*

Examinations are also available to Pennsylvania candidates in other PSI testing centers located across the U.S. Regionally located sites are found in:

- W Hartford, CT
- Milford, CT

Please contact PSI for other sites that may be located near you.

## REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

### REQUIRED IDENTIFICATION AT EXAMINATION SITE

*You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Examination Registration Form.*

*Failure to provide all of the required identification at the time of the examination is considered a missed appointment, and you will not be able to take the examination.*

### SECURITY PROCEDURES

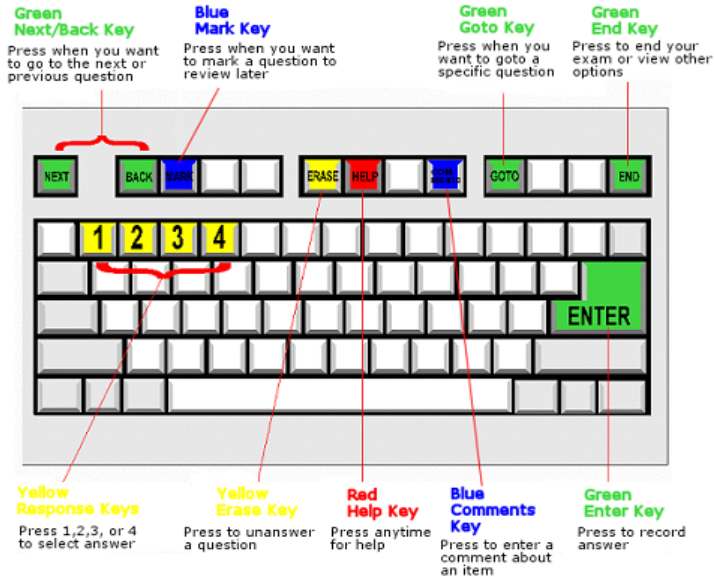
The following security procedures will apply during the examination:

- You will be given a piece of scratch paper and a pencil. These will be returned to the proctor at the end of your examination.
- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- Please be advised that children, cell phones, pagers, cameras, electronic devices and recording devices of any kind are NOT allowed to enter PSI testing centers. Additionally, **NO personal items are to enter the testing centers.** PSI will not be responsible for any personal items, and suggests that you leave such items in another safe place, of your choosing.
- No smoking, eating, or drinking is allowed in the examination center.
- Once you have been seated and the examination begins, you may leave the examination center only to use the restroom, and only after obtaining permission from the proctor. You will not receive extra time to complete the examination.
- Any candidate seen giving or receiving assistance, found with unauthorized materials, or who violates any security regulation will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the Board and you may be denied licensure.
- Copying or communicating examination content is a violation of PSI security regulations and may result in the cancellation of your examination, nullification of examination results, forfeiture of examination fees, or legal action.



## TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use the mouse.



### IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

### TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

### EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer or press "MARK" to mark it for later review. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



**IMPORTANT:** After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

### EXAMINATION REVIEW

PSI, in cooperation with the Pennsylvania State Board of Dentistry, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. This is the only review of examination materials available to candidates.

## SCORE REPORTING

In order to pass the examinations, you must achieve a minimum score of 80%.

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
  - If you **pass**, you will immediately receive a successful notification and performance summary on the screen.
  - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination portion. Registration forms for submittal to PSI to retake the examination will be available at the examination site.
- **On paper** - an official score report will be printed at the examination site.

### OFFICIAL REPORTING OF SCORES

PSI will forward official score reports directly to the Pennsylvania State Board of Dentistry. Upon receipt of your official scores, the Board office will process and issue your official certificate that will authorize you to practice as an expanded function dental assistant in the Commonwealth of Pennsylvania.

- Current EFDA temporary permit holders who successfully complete the examination may continue to practice as an EFDA in the Commonwealth of Pennsylvania.
- Current EFDA temporary permit holders who fail the examination must cease practicing as an expanded function dental assistant until you have successfully completed the examination and permanent certification is issued.
- EFDA's who do not hold a temporary permit may not practice in the Commonwealth of Pennsylvania until the Board has issued permanent certification.

#### DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com) or by calling 800-733-9267.

#### NON-SCORED QUESTIONS

Your examination contains non-scored questions. The use of such questions is an essential step in developing accurate future examinations. These questions will NOT be scored and time to answer them has been added to the time allowed.

### TIPS FOR PREPARING FOR YOUR CERTIFICATION EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Underline or highlight key ideas that will help with a later review.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

Reference materials listed may be available for purchase at [www.pSIONlinestore.com](http://www.pSIONlinestore.com) or by calling the PSI Online Store, toll-free, at (866) 589-3088.

## DESCRIPTION OF EXAMINATION

Expanded Function Dental Assistant Examination  
100 Scored Items - 142 Minutes - 80% Correct to Pass  
5 Non-Scored Items - 8 Minutes

#### CONTENT OUTLINES

Subject Area	No. of Items
Dental Anatomy	11
Occlusions	7
Rubber Dams	5
Matrices and Wedges	10
Cavity Classifications	5
Bases and Liners	10
Amalgam Restoration	15
Composite Restoration	20
Sealants	5
Coronal Polishing and Fluoride Application	5
Dental Law and Ethics	7

#### REFERENCE LIST

This examination is CLOSED BOOK.

*The following reference materials are not allowed in the examination center:*

*Delmar's Dental Assisting: A Comprehensive Approach, 2007, 3rd edition, Donna J. Phinney & Judy H. Halstead, Cengage Delmar Publishing, ISBN #1418048739.*

*Dentistry for the Restorative Expanded Function Dental Assistant, 2006 Dr. Timothy L Hottel, 3750 Hacks Cross Road, #102-139, Memphis, TN 38125.*

*Pennsylvania Code, Title 49: Professional and Vocational Standards, Chapter 33: State Board of Dentistry.*

*Commonwealth of Pennsylvania, State Board of Dentistry, Act 216.*

## SAMPLE QUESTIONS

The following questions are offered as examples of the types of questions you will be asked during the examination. The examples do not represent the full range of content or difficulty levels found in the actual examinations. They are intended to familiarize you with the types of questions you can expect to find in the examinations. (The answer key is found after the sample questions.)

**A. A shallow, linear depression in a tooth is called a**

1. groove.
2. valley.
3. line angle.
4. ridge.

**B. Occlusions**

When restoring posterior teeth, the marks left by the articulating paper should appear

1. as dots.
2. to resemble a donut.
3. to radiate out from the centric marks.
4. denser than the markings on other natural tooth structures.

**C. Rubber Dams**

What is the first step of removing a dental dam?

1. remove the dental dam clamp
2. remove the dental dam frame or holder
3. free the interseptal dam with scissors
4. use floss to dislodge the dam from between the teeth

**D. Matrices and Wedges**

Which type of matrix is most commonly used for amalgam restorations?

1. Shell matrix
2. Tofflemire matrix
3. Automatrix
4. Plastic strip matrix

**E. Cavity Classification**

Which cavity classification includes caries on the interproximal surface of anterior teeth?

1. Class I
2. Class II
3. Class III
4. Class IV

**F. Bases and Liners**

When placing liners in the cavity preparation it is best to use a small

1. excavator.
2. biangle chisel.
3. straight-shank hoe.
4. ball-ended instrument.

**G. Amalgam Restorations**

The metal alloy used in amalgam is primarily composed of

1. tin.
2. zinc.
3. silver.
4. copper.

**H. Composite Restorations**

When performing a composite restoration, the composite is often placed in layers to

1. make it more visible on radiographic film.
2. reduce the effect of polymerization shrinkage.
3. more effectively bond the composite to the dentin and enamel.
4. make it more resistant to fracturing.

**I. Sealants**

On which type of teeth would the placement of sealants be most beneficial?

1. teeth with shallow open grooves
2. teeth with deep fissures
3. teeth with occlusal restorations
4. teeth with well-coalesced pits and fissures

**J. Crown and Bridge Provisional Fabrication**

Which type of adhesive would typically be used to temporarily cement crowns and bridges?

1. glass ionomer
2. polycarboxylate
3. zinc phosphate
4. zinc oxide eugenol

**K. Dental Laws and Ethics**

Which dental function are Expanded Functions Dental Assistants (EFDA) prohibited from performing?

1. applying cavity liners
2. carving amalgam restorations
3. administering local anesthesia
4. applying sealant materials

**Answer Key**

- A. 1
- B. 1
- C. 3
- D. 2
- E. 3
- F. 4
- G. 3
- H. 2
- I. 2
- J. 4
- K. 3



# COMMONWEALTH OF PENNSYLVANIA - STATE BOARD OF DENTISTRY EXAMINATION REGISTRATION FORM

Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. PLEASE TYPE OR PRINT LEGIBLY. Registration forms that are incomplete, illegible, or not accompanied by the proper fee will be returned unprocessed. Registration fees are not refundable or transferable.

1. Legal Name:

\_\_\_\_\_ Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name

2. Social Security:

-   -     (FOR IDENTIFICATION PURPOSES ONLY)

3. Date of Birth:

\_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Month Date Year

4. Mailing Address:

\_\_\_\_\_ Number, Street (Must be a physical address, PO Boxes are NOT accepted) \_\_\_\_\_ Apt/Ste

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code

5. Telephone: Cell

\_\_\_\_\_ - \_\_\_\_\_ Office \_\_\_\_\_ - \_\_\_\_\_

6. Email:

\_\_\_\_\_ @ \_\_\_\_\_

7. Examination:

Expanded Function Dental Assistant \$99

(Check one)  FIRST TIME  RETAKE

8. Total Fees Included: \$\_\_\_\_\_. Pay by credit card, money order, company check or cashier's check. Make check or money order payable to "PSI Examination Services" and write your social security number on it. Cash and personal checks are not accepted.)

If paying by credit card, check one:  VISA  MasterCard  American Express  Discover

Card No: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Card Verification No: \_\_\_\_\_ *The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).*

Billing Street Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Cardholder Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

9. I am faxing the Special Arrangement Request (at the end of this bulletin) and required documentation.  Yes  No

10. Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Complete and forward this registration form with the applicable examination fee to:

PSI \* ATTN: PA DENT  
3210 E Tropicana \* Las Vegas, NV \* 89121  
Fax (702) 932-2666 \* (800) 733-9267 \* TTY (800) 735-2929  
[www.psiexams.com](http://www.psiexams.com)







# SPECIAL ARRANGEMENT REQUEST FORM OR OUT-OF-STATE TESTING REQUEST

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

### Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date: \_\_\_\_\_ Social Security or ID#: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last Name First Name

Address: \_\_\_\_\_  
Street City, State, Zip Code

Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Home Work

Email Address: \_\_\_\_\_

### Check any special arrangements you require (requests must concur with documentation submitted):

- Reader (as accommodation for visual impairment or learning disability)
- Extended time (Additional time requested: \_\_\_\_\_)
- Large-print written examination
- Other \_\_\_\_\_

Out-of-State Testing Request (this request does not require additional documentation) \_\_\_\_\_

Site requested: \_\_\_\_\_

- Complete and fax this form, along with supporting documentation, to (702) 932-2666.
- After 4 business days, please call (800) 367-1565, ext 6750 and leave a voice message.
- PSI Special Accommodations will call you back to schedule the examination within 48 hours.

**DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.**



PSI Services LLC  
3210 E Tropicana  
Las Vegas, NV 89121

