

Introduction to **Part II** PAM/TMOD Examination Accommodations

In accordance with the Americans with Disabilities Amendments Act Amendments Act (ADAAA), the National Board will assign reasonable test accommodations for all qualified Part II PAM/TMOD examination candidates. Part II/TMOD exams are administered at Pearson VUE test centers in Computer-Based Testing (CBT) format. **Complete Part II test accommodation information and application instructions can be found in the [Part II Test Accommodation Instructions](#)** section, which includes specific dates of interest related to special testing circumstances for the Part II examination.

Candidates seeking ADA-eligible accommodations can submit their application up until Thursday, September 6, 2018. However, candidates are advised to submit their application for accommodations far in advance of this date for the following reasons:

- (1) Seating at Pearson VUE centers is on a first come, first served basis, even for candidates who are granted accommodations.
- (2) For those ADA-eligible candidates seeking a separate room in which to take the test, please note that not all Pearson testing centers have a separate room available.

The National Board recommends that candidates taking the December 2018 Part II/TMOD exam who are seeking ADA-eligible accommodations submit their applications **immediately** to maximize their chances of getting a seat at their desired testing site.

Though very rarely applied, the maximum possible stages of accommodation assignment collectively require up to 3 months, and may include the following steps:

- Candidate completes and submits [Request for Test Accommodation](#) form and asks documentation providers to send disability records to NBEO.
- NBEO receives the candidate's request form and original supporting documents.
- NBEO promptly arranges for expert external review of the original submitted case file and receives back the reviewer's report (10-day approximate turnaround time).
- NBEO performs preliminary evaluation of all original submitted materials.
 - If approved, approval letter and accommodation agreement are prepared/finalized.
 - If needed, NBEO requests supplementary information from the candidate.
 - Candidate has existing information sent to NBEO from the information source or acquires supplementary documentation and arranges to have it sent to the NBEO.
 - NBEO promptly sends entire case file out for follow-up expert external review; follow-up recommendations are received back within approximately 10 days.
 - NBEO performs final review of entire case, including external reviewer's comments, and approves or denies request for accommodation.
 - If approved, approval letter and accommodation agreement are prepared/finalized.
 - If denied, denial letter is sent to candidate.
 - Candidate may file staff-level appeal with NEW evidence of disability
 - NBEO promptly sends entire case file out for follow-up expert external review; follow-up recommendations are received back within approximately 10 days.
 - NBEO staff considers appeal and upholds or denies.
 - If upheld, appeal fee is refunded; approval letter and accommodation agreement are prepared/sent.
 - If denied, denial letter is sent to candidate.
 - Candidate may file judicial-level appeal with NEW evidence of disability.
 - NBEO promptly sends entire case file out for follow-up expert external review; follow-up recommendations are received back within approximately 10 days.
 - NBEO staff and Board of Directors Judicial Committee convene to review case.
 - If upheld, appeal fee is refunded; approval letter and accommodation agreement are prepared/sent.
 - If denied, denial letter is sent to candidate; no test accommodations will be assigned for the given exam administration.