



## New Mexico Credentialing Board for Behavioral Health Professionals

### NMCBBHP - COMPUTER BASED TESTING

- ▶ Applicants applying for any of NMCBBHP IC&RC credentials will take their exam using a Computer Based Testing (CBT) process. Starting in June 2017
- ▶ CBT is administered through ISO-Quality Testing, Inc. (IQT)
- ▶ CBT is an on-demand process allowing a candidate to take their exam at an approved testing site
- ▶ Two locations: Farmington and Albuquerque in NM, however a candidate can choose other sites.
  - ▶ San Juan Community College or CNM Workforce Training Center
- ▶ All IC&RC exams are 150 questions. Candidates have 3 hours to complete an exam
- ▶ Exam that are available through CBT process are Alcohol & Drug Counselor, Clinical Supervisor and Prevention Specialist.
- ▶ **All other NMCBBHP examinations (CPSW (Peer Support Worker), CFPSW (Family Peer Support Worker) and CWF - Wrap Around Facilitator) remain paper and pencil based exams available on pre-determined dates**
- ▶ CBT offers candidates a timely way in which to complete the certification process
- ▶ Candidates can schedule at their convenience and are provided their preliminary exam results immediately up completion of the exam
- ▶ In the event of a failed exam, a candidate may retest after waiting period of 90 days

### PROCESS TO BE APPROVED & SCHEDULE TO TEST

1. Once a candidate applies for an IC&RC credential and the application is approved, the candidate will provide via email or by phone call to the board of the date they wish to take the exam, then NMCBBHP pre-registers the candidate directly with the testing company
  - a. If you currently have an active application on file with NMCBBHP, you must send written notice with exam payment or email your intent to re-test and submit exam payment.
2. The testing company will then be in direct contact with the candidate with instruction to complete the registration process, confirmation or selection of date, time, location of exam and other related details
  - a. A Special Accommodations form must be completed if you require special accommodations for an exam. This form must be submitted 60 days prior to candidate's requested testing date
3. The candidate will receive preliminary results after the exam. The NMCBBHP will mail official results to candidate after the board receives them from testing company

### PRACTICE EXAMS AVAILABLE

- ▶ IC&RC now offers online practice exam for the Alcohol & Drug Counselor, Clinical Supervisor and Prevention Specialist.
- ▶ The cost of each practice exam is non-refundable \$49.00
- ▶ For more information on practice exams and other preparation materials, please visit the Exam Preparation page of IC&RC's website at [IC&RC Practice Exam Information](#)