



## Policy on Fairness

The American Board of Pediatric Dentistry (ABPD) is committed to ensuring that all candidates are treated fairly, regardless of age, gender, disability, race, ethnicity, national origin, religion, sexual orientation, linguistic background, or other personal characteristics.

ABPD adheres to the [Principles of Fairness: An Examination Guide for Credentialing & Registration Boards provided by The Council on Licensure, Enforcement and Regulation](#). The Principles of Fairness ensures fairness through the design, development, administration, and scoring of ABPD certification examinations. ABPD will include all the necessary information before, during and after the examination to ensure all test takers are given a comparable opportunity to demonstrate what they know, and how they can perform in the areas being examined.

[ABPD's Certification Guide](#) contains the following information to ensure all test takers have the necessary information prior to, during and after the examination.

ABPD provides:

1. **Test Blueprint** - A test blueprint that conveys the scope and emphasis of the examination. The blueprint lists the major domains of the test and the number of items (i.e., questions) administered in each.
2. **Test Characteristics/Time Limits** - Information regarding the format and length of the examination will be provided at the level of detail appropriate to the intended test taker.
3. **Test Preparation Strategies** - Study references and test taking strategies are available to the test taker on the ABPD website and the Certification Guide.
4. **Change in Test Content** - Any change in the test content will be communicated to the test taker in a timely manner.
5. **Examination Content Development** - The examination development process will be described to the test taker to ensure the test is fair to population subgroups.
6. **Scoring** - Information about scoring process and information provided to the test taker is available on the ABPD website and the Certification Guide. The scoring methods provide evidence that the technical quality, including reliability and validity meet the intended purpose.
7. **Reporting Test Results** - Test results will be released to test takers and the information will include pass-fail outcome and quintile report by domain.
8. **Registration** - Information regarding examination registration, examination date, cancellation policies, fees, refunds, and appropriate deadlines are communicated on the ABPD website.

9. **Test administration** - Information regarding testing center administration such as check-in procedures is communicated to the candidate from ABPD and the testing center.
10. **Candidate Identification** - The testing center rules and regulations outline the necessary documentation needed for proof of identification.
11. **Security** - Test takers obligation regarding test security and confidentiality is provided in the ABPD non-disclosure agreement. All test takers are required to read and agree to the agreement prior to taking the examination.
12. **Disabilities** - Guidelines and procedures for accommodating test takers with disabilities who need special accommodations are available on the ABPD website and the Certification Guide.
13. **Appeals**- ABPD appeals policy and score verification policy is available on the website and the Certification Guide. The policy clearly outlines the circumstances of an appeal.
14. **Environment and Testing Procedures** - Information regarding testing center environment, personnel, security, and equipment are outlined in the testing rules and regulations and is available on the ABPD website.
15. **Reporting Results** - Test results will be reported to the candidate within a timely manner, 6-8 weeks after the exam administration.
16. **Accuracy of Scoring** - Score verification procedure is available to all test takers and information regarding the process can be located on the ABPD website.
17. **Confidentiality of Results** – Examination results are released to the test taker. A summary of outcomes is reported to the advanced education programs in pediatric dentistry annually to assess training program. The report includes an unidentifiable scaled score for those who have completed their training program. The outcome report is only to be used to evaluate the program's performance.
18. **Re-examination** - An unsuccessful test taker is permitted to challenge the examination annually within their eligibility period.
19. **Reporting summary of test results** - A summary of historical outcomes will be provided on the ABPD website. This data will include pass rate per examination.