



# American Board of Electrodiagnostic Medicine

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## ABEM Examination Code of Conduct

Please read the following carefully. Contact the ABEM if you need further clarification.

I hereby attest that I satisfactorily meet all the examination eligibility requirements and agree to abide by the rules and regulations set forth by the ABEM as described on the ABEM website, the Candidate Information Booklet, and as outlined below.

I agree that the Board shall be the final judge of my credentials and qualifications for admission to the examination and for certification. I agree that the Board may disqualify me from examination, from certification or may cancel my certification and require the return of the certificate in the event that the Board determines any information furnished by me was false, that I violated the rules governing its examinations or that I did not comply with or violated the Board's rules and policies.

I agree that irregular or improper behavior during the examinations, such as giving or obtaining unauthorized information or aid, looking at the answers of other candidates, failing to comply with proctors' instructions, disregarding time limits, taking audio or video recording of the examination, or other disruptive behavior will be considered an attempt to subvert the certification process. These and other irregular or improper behaviors, as evidenced by observation, by subsequent statistical analysis or by other means, may be sufficient cause for the Board to terminate my participation in the examination, to invalidate the results of my examination, to bar me from admission to future examinations or from certification and to make other appropriate actions, including informing licensing bodies, law enforcement agents, or others.

I understand that examination images and wording is confidential and copyrighted. I agree not to copy, reproduce, or disclose the examination content in any manner and will uphold the confidentiality of the examination. I will not copy, reproduce, accept, possess, or communicate any examination content or materials, in whole or in part, at any time, before, during, or after the examination, by any means including but not limited to reconstructing examination content from memory, by dictation, or by any other means or otherwise discuss examination content with others. I understand that the Board makes academic and scientific judgments in its evaluation of the results of its examinations, and that situations may occur, even through no fault of mine, that will render my examination results unreliable in the judgment of the Board. I agree that if the Board determines that in its judgment the results of my examination are unreliable, the Board may require me to retake the examination at its next administration or other time designated by the Board.

I understand that I have the right to appeal the rejection of my application for the examination, the invalidation of examination score due to irregular behavior, or the denial of a request for disability accommodations. I understand to appeal any of the above, I must:

- Submit a written request for a formal appeal including additional information that supports the appeal.
- Submit an appeal fee of \$300.
- Submit the material in a single mailing that is post-marked within 30 days of the date indicated on the letter/email of negative determination.

I understand that the materials will be sent to the Appeals Committee, to review the materials, deliberate, and, make a determination. I agree that in all events, the Appeals Committee's determination is final and binding on both the Board and me. I further understand that if the appeal is granted, the appeal fee will be returned to me.

I understand that the examination is a computer administered examination administered by a third party provider. I agree that if for some reason the examination is administered in a manner that is atypical or not administered according to ABEM guidelines, I must contact the ABEM the day of my scheduled examination to inform them of the issue compromising the administration of the examination. The ABEM will consider the circumstances and determine the appropriate steps which will likely involve rescheduling the examination at the soonest opportunity no later than 2 weeks from the scheduled date. I will be given no information regarding my performance on the examination before the compromise in the examination occurred. I understand failure to notify the ABEM immediately of any issues forfeits my rights to ask for a rescheduling of the examination. Once I receive my results, the determination of my fail status is not appealable.

I hereby release, discharge, and exonerate the ABEM and the American Association of Neuromuscular & Electrodiagnostic Medicine, their directors, officers, members, examiners, representatives and agents from any actions, suits, obligations, damages, claims or demands arising out of, or in connection with, this application, the grade or grades given with respect to the written examination or the failure of the Board to issue, or the revocation of, a Board Certificate. It is understood that the decision as to whether my examinations qualify me for certification rests solely and exclusively in the Board and its decision is final.

I understand that by applying for the examination, I acknowledge that if I fail the examination the Board will only release that I failed the examination. I will receive no other information regarding my performance on the examination.

I agree that the Board may, at its discretion, release information contained in this application, my examination results and examination scores to researchers selected by the Board to study the testing and evaluation programs of the Board under appropriate conditions of confidentiality established by the Board. Any studies reported by the Board will contain information about candidates and certified individuals only in the aggregate and the names of individuals will not be revealed in any publications. Aside from the above research purposes, I understand that my individual examination scores will be considered by the Board to be confidential, and, unless authorized by me, will not be released to others except pursuant to legal process.

I understand that violation of Code of Conduct Agreement is sufficient cause for the ABEM to take any of the following actions:

- Terminate participation in the examination
- Invalidate the results of the examination
- Bar me from future examinations
- Withhold or revoke certification
- Inform licensing bodies, law enforcement agencies, or others
- Take other appropriate actions that the ABEM deems are necessary to ensure the integrity of its examination.

I release from liability any organization or individual that provides information to the Board without malice for the purpose of establishing my professional qualifications, credentials, clinical and/or professional competence, character, moral behavior or any manner having bearing on my consideration for being accepted as a candidate for certification. I hereby declare that the information given in the application is true and correct to the best of my knowledge and belief. I

have read the above Code of Conduct Agreement carefully and I understand, agree to, and accept the obligations the agreement imposes on me.

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Candidate Signature \_\_\_\_\_ Date \_\_\_\_\_

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Candidate Printed Name \_\_\_\_\_

