

EXAMINATION ACCREDITATION PROGRAM HIGHLIGHTS

The ARELLO® Examination Accreditation Program raises the bar and helps to level the playing field. It offers confidence and protection, defensible standards, and enhanced quality. It also helps to facilitate proposal review and increased recognition of examination scores among jurisdictions.

Areas Covered by the ARELLO® Accreditation Process (Guidelines and Reviews)

- **Job Analysis**
- **Examination Specifications** – test content, statistical, editorial
- **Item Writing and Review** – expertise, training, security, control of exposure
- **Item Tryouts** – prior to affecting final scores
- **Item Banking** – bank size, content coverage, coding relevant item characteristics for test development, security, item histories
- **Examination Generation/Construction**
- **Item Performance Statistics** – qualified review, consideration in examination development
- **Examination Forms** – qualified review and revision
- **Examination Form Psychometric Characteristics** – reliability estimates, consistency of pass/fail decision
- **Examination Production** – quality assurance, security
- **Examination Delivery** – equivalency of different media/modes (e.g., computer-based vs. paper-and-pencil)
- **Recommended Passing Score** – based on appropriate study
- **Continuing Examination Development** – system for periodic review
- **Data Maintenance and Retrieval** – security, confidentiality, reasonable retrieval time, rescoring as needed
- **Overall Examination Content** – topic coverage, topic weighting, cognitive level tested, item characteristics, conformity with ARELLO® principles, general presentation, directions to candidates
- **Accommodations and Modifications** – universal design where possible, have and advise jurisdiction on policy, assist with accommodations

Accreditation Review Process

Submission by Provider or Jurisdiction – details addressing ARELLO® Guidelines, sample examinations with statistics

Two Types of Expert Reviews by ARELLO® – technical (measurement/psychometric); content review (subject matter experts)

ARELLO® Reviewers' Written Report and Recommendations – to Examination Accreditation Committee

Two Types of Conferences – reviewer conference, committee conference with reviewers

ARELLO® Feedback to Vendor – accreditation status, comments on aspects of program; specific, detailed comments on examination forms and items reviewed

Follow-up – provider report to ARELLO® on addressing comments; provider notice of any significant changes in program