



Pan-Canadian Examinations – Frequently Asked Questions (FAQs)

This document consolidates a list of questions and answers that CARB members and their staff may have. The FAQs should be used to obtain information and excerpts may be used to respond to applicants or included in an application package. This document should not be posted or provided to applicants or registrants in its entirety.

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Definitions

Applicant: an individual who is applying to a regulatory body to write the PCE

Candidate: a broad term to include applicants and registered candidates

Health professional: refers to an individual in a regulated profession that can provide evidence for an accommodation, appeal, or special circumstance

Provincially approved applicants: individuals that have been approved by the regulator to write the exam but may not be registered with YAS (the exam administrator)

Registered candidates: individuals that have been approved by their provincial regulator and have been registered with YAS to write the exam

Will the October 2020 sitting be postponed or cancelled? If so, when will we know?

We are regularly monitoring the situation and developing contingency plans with YAS. A decision to postpone or reschedule the October 2020 sitting will be made at the last responsible moment (likely 2 weeks before the scheduled exam date).

In August, the Steering Committee agreed to deliver the October 2020 exams through a remote (online) proctoring system delivered by Yardstick and ProctorU. We are currently working with YAS to prepare the logistics for this delivery and communications pieces to help candidate prepare for remote proctoring. More information on this change will be made available to Colleges in the coming weeks.

Please note that this information has not been published and will be shared shortly with all registered candidates and on CARB’s website.



Can candidates elect to write at a test centre even if they are remotely proctored?

We are working with YAS on a backup plan for individuals who are not able to take the test remotely. That said, there is limited capacity at test centres. We are attempting to reserve enough space in test centres seats for eligible hardcopy exam accommodations and individuals who are not able to take the test remotely.

Requests that the sample exam is made available as soon as possible

The TCM Practitioner practice exam will be made available to candidates that have been registered to write the exam in October. Once candidates have applied to their College and have been approved to write the exam, they will be registered with YAS. YAS will send registered candidates information on their exam sitting and access to the tutorial.

Educators requesting sample questions can be directed to Appendix A of the Candidate Handbook. At this time, the Practice Exam is not available to other audiences (i.e. individuals not registered to write the exam).

Who is eligible to write the PCE?

The provincial regulatory body is responsible for determining an applicant's eligibility. Once a candidate is approved to write the exam, their information is recorded in the nominal roll and sent to YAS for exam registration.

Can an out-of-province candidate write the exam in another jurisdiction?

Candidates can write an exam outside of the province where they intend to practice. To do so, the candidate must apply with the regulatory body in the province where they will apply to register as a practitioner/member. For example, if a candidate in Saskatchewan wants to write in Regina and intends to move and practice in Alberta, they must register with CAAA. Each College regulates practitioners within their jurisdiction. If someone is not going to practice in that province, they would not be eligible to register for the exam with that College.



What are the key dates and deadlines?

October 2020 CBT

- Application deadline: Wednesday, July 15, 2020
- Withdrawal deadline: September 15, 2020¹
- Accommodation request deadline: Wednesday, July 15, 2020

December 2020 CCS Retake

- Application deadline: Wednesday, July 15, 2020
- Withdrawal deadline: Friday, July 31, 2020
- Accommodation request deadline: Wednesday, July 15, 2020

April 2021 CBT

- Application deadline: Thursday, January 14, 2021
- Withdrawal deadline: Monday, February 1, 2021
- Accommodation request deadline: Thursday, January 14, 2021

What is the tutorial on Measure?

Yardstick has developed a platform tutorial to help candidates familiarize themselves with the computer-based testing platform, Measure. The interface is very intuitive and easy to use. The tutorial focuses on navigating through the platform and exploring key features and functionality. The tutorial is designed to familiarize candidates with the exam platform; it does not contain TCM/A content. If you have not completed the tutorial, you are encouraged to contact [Valerie LeClerc](#) to obtain access to the tutorial.

When will candidates have access to Measure and the platform tutorial?

Registered candidates will receive access to Measure and the tutorial after the exam registry/nominal roll has been sent to Yardstick. Once YAS has processed the nominal roll and imported all of the candidates into Measure, they will communicate directly with the candidates to provide them with information on accessing the site. The tentative access dates are based on the date that the candidate information is sent to YAS:

Candidate data sent to YAS	Candidate access to Measure
August 10, 2020	August 14, 2020
August 26, 2020	August 28 or 31, 2020
September 8 (final deadline)	September 11, 2020

¹ As discussed and agreed during the bi-weekly call on July 21, 2020.



Can candidates use scrap paper and pencil during the exam?

Yes, the test centres will provide candidates with 1 writing utensil and 1 piece of paper. Both items must be returned before leaving the exam site. Scrap paper will not be provided or allowed if the exam is being remotely proctored (i.e. if candidates are writing the exam from their homes).

Can registered candidates change their information through YAS or CARB?

No, changes must be made through the provincial regulator that they applied to. Each College must send the updated information to YAS so that they can update their records and Measure. The information in the Candidate Handbook will be updated to reflect this change.

What are the language options for the examinations?

Currently, the Candidate Handbook states:

The Pan-Canadian Examinations are available in English. In Quebec and Ontario, the examinations can be offered in French. In British Columbia, the examinations are also offered in Simplified Chinese and Traditional Chinese in addition to English.

The PCE language options are currently under review for defensibility purposes and to ensure fair access to a regulated profession. The long-term goal is to have consistent language options across the country.

What are the exam fees?

Exam	Fee
TCM Practitioner Examinations	\$1,100
TCM Practitioner Rewrite	\$1,100
Acupuncturist Examination	\$800
Acupuncturist Rewrite	\$800
TCM Herbalist Examinations	\$800
TCM Herbalist Rewrite	\$800



Requests of a payment plan or leniency on payment deadlines for the examination fees

Exam fees will be payable after the candidate has been approved by their College. Applicants should not submit their exam fees with their application fees at the same time. Exam fees are collected by the provincial regulator. The payment deadline for exam fees is September 15. It is unlikely that a payment plan will be made available or that candidates can sit for the exam before paying their fees.

Are exam fees tax deductible?

If a CARB member decides to issue tax receipts for the PCE, the Government of Canada provides a sample receipt/letter here: <https://www.canada.ca/en/revenue-agency/services/tax/individuals/topics/about-your-tax-return/tax-return/completing-a-tax-return/deductions-credits-expenses/line-32300-your-tuition-education-textbook-amounts/example-a-receipt-licensing-examination-fees.html>

Who is collecting the application and exam fees?

The provincial regulator collects all application fees and examination fees. It is recommended that Colleges use September 15 as their payment deadline for candidates. This provides them with 2 weeks to notify candidate that their registration may be cancelled due to non-payment and address any outstanding issues. Ideally, the final list and any withdrawals can be sent to YAS by Sept. 30 and payment to CARB can be sent around that time.

Who is responsible for sending the exam results to candidates?

YAS will send the exam results to the provincial regulators who will be responsible for dissemination to candidates. Neither YAS nor CARB will release results directly to candidates.

When will exam results be available?

The standard setting is scheduled for November 9-13. The pass mark approval with the Steering Committee is scheduled for December 2. Exam results will be released to Colleges on December 12, 2020 (or end of day Dec 11). For failing candidates, the Colleges will receive performance reports on the same day as the exam results release.



What is the pass mark?

That pass mark, or cut score, is set after the exams have been administered. YAS will go through their standard setting process and make a cut score recommendation to the Steering Committee. The pass mark is reported as a single score, not by MCQ and CCS components.

The cut score approval schedule is:

- October exams: scheduled for December 2, 2020
- December retake: scheduled for February 2, 2021
- April exams: scheduled for May 27, 2021

If a registered candidate cancels their scheduled writing, who will keep their information and deal with their future sitting?

If a candidate wishes to cancel or withdraw from the upcoming exam sitting, they must submit their request to their provincial regulator. Each College is responsible for sending approved cancellations or withdrawals to YAS so that they can update the candidate's profile accordingly (i.e. revoke their exam grant). The candidate cancellation deadline with YAS for the October 2020 sitting is October 5th.

When it comes to dealing with future sittings, the provincial regulators will be required to track the candidates who withdrew/deferred and include them in the candidate registry listing they submit for the next administration, if the candidate wishes to write at that time.

Is there an agreed “valid” period for the exam results?

The validity or expiration of exam results is dependent on the relevance of the content (i.e. when it becomes outdated). CARB recommends that Colleges accept PCE results (i.e. knowledge-based exams) for a minimum of 2 years after the results are issued. The final decision on accepting a candidate's exam results remains with the Colleges.

What accommodations, appeals, deferrals, and remedies are available to candidates?

The Steering Committee has approved the [CARB-TCMPA Accessibility Guideline](#) for the Pan-Canadian Examinations. This guideline will be used by CARB's Appeals and Accommodations Committee to assess accommodation requests for the PCE. For the October 2020 administration, the Steering Committee will act as the decision-making committee until CARB has formed the Appeals and Accommodations Committee.



The Steering Committee has approved the Examination Appeals Policy for the Pan-Canadian Examinations. This policy and process provides candidates with clear parameters on the eligibility of an appeal and evidence that the Committee will consider. More information on the appeal policy and Request for Nullification form are available on CARB's website. All requests to appeal exam results should be sent to appeals@carb-tcmpa.org.

The Candidate Handbook (rev. August 10, 2020) includes updated information in the *Special Accommodations* and *Appeals* sections.

If a candidate does not pass the exam, can they retake the component they failed?

In the event that a candidate does not pass the exam, they are required to retake the entire exam including the MCQ and CCS components.

Questions regarding the formula list in Appendix I of the Candidate Handbook

The Pan-Canadian Examinations only test formulae that appear on Appendix I which are commonly used in English TCM textbooks. We strive to focus on commonly encountered formulae and/or those that could have severe consequences. Not all formulae in Appendix I will be tested on a single examination administration; rather a sample of the formulae in Appendix I will be tested on any one administration.

Is the English translation of the Pin Yin Formula names included on the PCE questions?

Acupuncture points, diagnostic and assessment terms, TCM conditions, and pulse is written English followed by Pin Yin in parenthesis (e.g. Thready (Xi)). This is what is predominately on the examination, however, there are the 2 exceptions to the English first rule:

- Herbs are written as Pin Yin followed by the Latin Botanical name in italics
 - e.g. Bai Cu Zi (*Rhizoma Typhonii*)
- TCM Formulae are written as Pin Yin followed by English
 - e.g. Ba Zhen Tan (Eight Treasure Decoction)

Does CARB provide or publish exam preparation textbooks or courses?

No, the only CARB publication to help candidates prepare for the exams is the Candidate Handbook. Textbooks and/or programs that claim to be the official preparation materials for the exams are not reviewed, endorsed, supported by, or approved by CARB-TCMPA or its member regulatory Colleges.



CARB·TCMPA
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Canadian Alliance of Regulatory Bodies of Traditional Chinese Medicine
Practitioners and Acupuncturists

Alliance canadienne des organismes de réglementation des praticiens de la
médecine traditionnelle chinoise et des acupuncteurs

What materials will candidates have access to during the exam?

For convenience, the following appendices will be made available to candidates during the exam:

- Appendix E: Common Terminology
- Appendix F: Standard Acupuncture Nomenclature
- Appendix G: Terminology Related to Tongue Diagnosis
- Appendix H: Terminology Related to Pulse Diagnosis
- Appendix I: Index of Materia Medica
- Appendix J: List of TCM Formulae
- Appendix K: List of Biomedicine Conditions
- Appendix L: List of TCM Conditions