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## Ohio Occupational Therapy, Physical Therapy, and Athletic Trainers Board

77 South High Street, 16<sup>th</sup> Floor  
Columbus, Ohio 43215-6108

Governor  
*John R. Kasich*  
Executive Director  
*Jeffrey M. Rosa*

This document outlines changes to the examination application procedures adopted by the Physical Therapy Section at its April 2011 meeting to address the implementation of fixed date testing.

### Fixed-Date Testing Deadlines

The charts located at the end of this document could become incorrect if deadlines are updated by the Federation of State Boards of Physical Therapy (FSBPT). For this reason, it is important that you also go to <http://www.fsbpt.org/FixedDateTesting> to review information about important deadlines related to fixed-date testing. The information at this website contains the most up to date information.

### Examination Application Process Changes

The following paragraph is from the 2012 NPTE Policies, which are developed by the FSBPT.

#### **12. Approval for Candidates to Sit for the NPTE**

The licensing authority of the jurisdiction to which the candidate is applying must approve the candidate to sit for the examination. At a minimum, the licensing authority must require the candidate is a graduate of or graduating from a PT or a PTA program that meets the accreditation standards of the Commission on Accreditation in Physical Therapy Education (CAPTE) or is deemed substantially equivalent. Candidates may sit for the NPTE no more than 90 days prior to their graduation. The FSBPT is the final authority on access to the NPTE and issuance of scores on the NPTE. The FSBPT will not grant a candidate access to the NPTE unless the candidate has first been approved by a licensing authority or authorized designee to sit for the examination.

An examination may only be used for administration to bona fide candidates for initial licensure, reinstatement or reactivation, or to candidates who are not licensed in a jurisdiction and do not have a qualifying examination score for that jurisdiction. In the case of reinstatement or reactivation, the licensing authority must notify the Federation that the candidate is taking the NPTE and provide the reason the examination is required.

As noted in paragraph 12, the policies developed by FSBPT allow a jurisdiction to approve a “bona fide” examination candidate, even if that candidate had not yet completed the entry level education. Once the Board approves the candidate to sit for the NPTE, the candidate will receive the authorization to test (ATT) information, which will allow the individual to schedule the NPTE with Prometric.

#### **As a result, the Board adopted the following changes to its internal examination application processing for applicants for licensure by examination:**

1. Application and \$100 application fee submitted by applicant to the Board.
2. Applicant registers to sit for the NPTE with the FSBPT (including paying NPTE exam fee).
3. Applicant’s program director submits the “Entry Level Education Pre-Completion Form” indicating that the individual is a bona fide candidate for graduation from that entry-level PT/PTA program.
4. Based on receipt of the document identified in step 3, the Board will make the individual eligible to sit for an upcoming fixed date administration of the NPTE.
  - a. This allows the applicant to receive the Authorization to Test (ATT) information and schedule the NPTE in advance of the program completion.

- b. Applicant could ultimately sit for and pass the NPTE prior to graduation.
  - c. Note: The Board must review and approve the credential evaluation before a foreign educated applicant will be made eligible to sit for the NPTE.
5. Upon program completion, the program director will submit the “Certification of Entry Level Education” document for each student.
6. Upon receipt of the Certification of Entry Level Education document and receipt of the BCI/FBI criminal records checks, the applicant will be made eligible to sit for the Ohio Jurisprudence Examination.
- a. The chart on the last page of this document identifies the earliest date an applicant can submit the results of the **BCI/FBI** criminal records check. The results are only valid for a period of six (6) months from the date the results are received. If the criminal records check results are received prior to the date identified in the chart, the applicant will be required to submit updated BCI/FBI results prior to the issuance of a license. (*See “Note 1” below if an applicant sits for the NPTE prior to graduation.*)
  - b. Applicants should register for the **Ohio Jurisprudence Examination** approximately one (1) month before the program completion date. The FSBPT closes all unapproved registrations for the Ohio Jurisprudence Exam after six (6) months. Since the Board will not make an individual eligible to sit for the Ohio Jurisprudence Examination prior to the applicant completing the entry-level PT/PTA program, if the applicant registers too early, the Board will not be able to approve the individual to sit for the Ohio Jurisprudence Exam before the FSBPT cancels the registration.
7. Once the Board receives passing scores on both the NPTE and the Ohio Jurisprudence Examination, the Board will issue an Ohio license in accordance with R.C. 4755.44 or R.C. 4755.441.

### Deadlines for NPTE – Physical Therapists (PT)

<i>Test Date - PT</i>	<i>Registration &amp; Payment Deadline</i>	<i>Board Approval Deadline</i>	<i>Seats are Reserved for PT Candidates Until:</i>	<i>Scores Reported to the Board on:</i>	<i>Earliest Date to Submit BCI/FBI</i>
January 29, 2013	December 22, 2012	December 31, 2012	January 8, 2013	February 5, 2013	August 15, 2012
April 30, 2013	March 23, 2013	April 1, 2013	April 9, 2013	May 7, 2013	November 14, 2012
July 24, 2013	June 17, 2013	June 24, 2013	July 3, 2013	July 31, 2013	February 10, 2013
October 30, 2013	September 23, 2013	September 30, 2013	October 9, 2013	November 6, 2013	May 16, 2013

### Deadlines for NPTE – Physical Therapist Assistants (PTA)

<i>Test Date - PTA</i>	<i>Registration &amp; Payment Deadline</i>	<i>Board Approval Deadline</i>	<i>Seats are Reserved for PTA Candidates Until:</i>	<i>Scores Reported to the Board on:</i>	<i>Earliest Date to Submit BCI/FBI</i>
January 8, 2013	December 1, 2012	December 10, 2012	December 18, 2012	January 15, 2013	July 25, 2012
April 8, 2013	March 1, 2013	March 8, 2013	March 18, 2013	April 15, 2013	October 23, 2012
July 10, 2013	June 3, 2013	June 10, 2013	June 19, 2013	July 17, 2013	January 24, 2013
October 9, 2013	September 2, 2013	September 9, 2013	September 18, 2013	October 17, 2013	April 25, 2013

**Note 1:** Under rule 4755-23-14 of the Administrative Code, “a new criminal records check will be required if the applicant’s criminal records check on file with the board is greater than six months old based on the date the board received the report.” As a result if a license is not issued within 6 months of the date listed in the “Earliest Date to Submit BCI/FBI” column, the applicant will need to submit new criminal records checks. If an applicant sits for the NPTE prior to graduation, the BCI/FBI date would be 6 months prior to the graduation date. The date listed in the table above only applies when the applicant sits for the NPTE after the graduation date.

**Note 2:** The Federation of State Boards of Physical Therapy (FSBPT) reserves a number of seats at Prometric Testing Centers for each exam administration date. The “Seats are Reserved for Candidates Until:” column lists the date that the reserved seats for that test date will be released. Although candidates can still schedule for an exam after the reserved seats release date, there is no guarantee that seats will still be available if a candidate does not schedule prior to the release date.

**Additional information regarding fixed date testing and Prometric seat availability can be reviewed at:** <https://www.fsbpt.org/fixeddatetesting>