

## EXAM SCHEDULING INFORMATION

Applicants that do not possess a Registered Respiratory Therapist (RRT) credential issued by the National Board for Respiratory Care (NBRC) [or a Certified Respiratory Therapist (CRT) credential issued by the NBRC prior to January 1, 2015], must take and pass all parts of the RRT Credentialing Examination (Therapist Multiple Choice and Clinical Simulation Examinations) to qualify for licensure in the State of California. ***Please note that possessing a CRT and/or RRT credential does NOT authorize you to practice respiratory care in the State of California. You must possess a valid license issued by the Respiratory Care Board to practice respiratory care in the State of California.***

Before you apply for your examination you are strongly encouraged to review, in detail, the NBRC's Candidate Handbook. If you request your application for examination(s) by calling the NBRC you will receive the handbook with your application. If you apply on-line or download the application, you can obtain a copy of the handbook by either:

- 1) visiting NBRC's website at [www.nbrc.org](http://www.nbrc.org). From the home page, click on "Examinations" then select "Therapist Multiple Choice and/or RRT." On the left side of the next screen click on "Candidate Handbook" or;
- 2) calling the NBRC toll free at (888) 341-4811 and request a handbook be mailed to you.

### **Filing Your Exam Applications**

Once you have completed your accredited respiratory care education program, you may apply for examination directly through the NBRC. Effective January 2015, the first examination you must take is the Therapist Multiple-Choice (TMC) Examination. The TMC Examination is designed to objectively measure essential knowledge, skills, and abilities required of entry-level respiratory therapists, as well as determine eligibility for the Clinical Simulation Examination. There are two established cut scores for the TMC Examination. If you achieve the lower cut score, you will earn your CRT credential. However, if you achieve the higher cut score, you will earn your CRT credential AND become eligible for the Clinical Simulation Examination. Once you have passed both the TMC and the Clinical Simulation Exam, you will earn the RRT credential, and will satisfy the examination requirement for licensure.

### **Exam Fees**

The Therapist Multiple-Choice Examination will cost \$190 for new applicants and \$150 for repeat applicants. The cost for the Clinical Simulation Examination is \$200 for both new and repeat applicants.

### **Exam Scheduling**

#### **1. Apply and/or schedule online**

Visit the NBRC's website at [www.nbrc.org](http://www.nbrc.org) to complete an application online. Once you complete the online application process you will receive an immediate response from the NBRC. You will either be notified of additional information required to complete the application process or you will be prompted to schedule your examination appointment. Online application submission is available for all individuals paying the examination fee by credit card (VISA, MasterCard, American Express, and Discover).

OR

#### **2. Mail your application form. THIS IS A TWO-STEP PROCESS**

- A. Complete all sections of the application form. Mail or fax it to the NBRC with the required documentation and examination fee (paid by credit card, personal check, cashier's check, or money order) to the address indicated on the form. The NBRC recommends using certified mail as proof that your application was sent to the NBRC.

Within approximately two weeks after receipt by the NBRC, your application will be processed and a confirmation notice of eligibility sent. If eligibility cannot be confirmed, a letter explaining why the application is incomplete will be sent. If you do not receive a confirmation of eligibility or an incomplete notice from the NBRC within four weeks after mailing your application, contact the NBRC.

**AND**

- B. The confirmation notice will contain a toll-free telephone number and website address for you to schedule an examination appointment. This toll-free line is answered from 7:00 AM to 9:00 PM (Central Time) Monday through Thursday, 7:00 AM to 7:00 PM on Friday, and 8:30AM to 5:00 PM on Saturday. Appointments can be scheduled online, 24 hours a day, 7 days a week.

Eligibility to take the examination will be valid for a period of 90 days. If a candidate fails to schedule an examination appointment within the 90-day eligibility period, he or she will be required to reapply and resubmit the application fee.

### **Examination Testing/Sites**

NBRC examinations are administered via computer at over 170 sites across the United States. Seventeen testing sites are located in California in the following cities: Bakersfield, Chino, Fresno, Glendale, Irvine, La Mesa, Long Beach, Modesto, Monrovia, Palm Springs, Sacramento, San Francisco, San Jose, Santa Maria, Upland, and Van Nuys. Examinations are administered by appointment Monday through Saturday.

Be on time! Candidates who arrive more than 15 minutes after their scheduled testing time will NOT be admitted. Further, candidates who fail to appear or are more than 15 minutes late to their scheduled examination time will not be refunded and will be required to submit another application and fee.

To gain admission to the testing site, the candidate needs to present two forms of identification, one with a current photograph. Both forms of identification must be current and include the candidate's current name and signature. One of the forms of identification must be: a driver's license with photograph, a state identification card with photograph, a passport, or a military identification card with photograph. Please note: A temporary driver's license or any other temporary form of identification (e.g., employment and student I.D. cards) are not acceptable.

After your identification has been approved, you will be directed to the testing room and assigned to a testing computer. You will be instructed to enter your Social Security number on the computer screen, and you will be instructed to capture a photographic image of yourself. This photograph will appear in the upper right corner of the computer screen during your examination, and it will be printed on your score report.

### **Examination Scores**

Once you've completed your examination, you will be directed to report to the testing site supervisor to receive your examination scores. All examination scores are transmitted from the NBRC to the Board within 5 working days. If you fail the examination, you may reapply for examination online at [www.nbrc.org](http://www.nbrc.org) or by submitting a new application (same form used to apply for your initial examination) and reexamination fee (\$150) to the NBRC.

### **Initial Licensure with the Respiratory Care Board**

If you passed the examination and your application for licensure has been otherwise approved, the Respiratory Care Board will issue your initial license. Initial licenses are issued for a period of 13-24 months depending upon the issuing month and the applicant's birth month.

### **Contact Information:**

For **EXAM** application and scheduling information contact:  
National Board for Respiratory Care  
Toll-free: (888) 341-4811  
Website: [www.nbrc.org](http://www.nbrc.org)

For California **LICENSING** information contact:  
Respiratory Care Board of California  
Toll-free: (866) 375-0386  
Website: [www.rcb.ca.gov](http://www.rcb.ca.gov)