

Entry to Practice Examinations

Testing Accommodation Policy

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Introduction

The role of the Canadian Organization of Paramedic Regulators/Organisation Canadienne des Régulateurs Paramédicaux (COPR) is to provide an official forum and represent the collective interests of all Canadian paramedic regulators. COPR serves as a primary source of information, advances the understanding of regulation of paramedics in Canada, and contributes to the continued development of the paramedic profession. COPR administers the Advance Care Paramedic and Primary Care Paramedic entry to practice examinations for six regulatory jurisdictions in Canada and serves as the single point of entry and body responsible for the preliminary assessment of internationally educated paramedics. For more information about COPR visit the web site: www.copr.ca.

Candidates with protected characteristics (e.g., disability, family status, religion) are entitled under provincial human rights legislation to reasonable accommodation in testing arrangements that provide for fair and valid assessment. COPR will consider any testing accommodation requests while ensuring the integrity of the Examination and ensuring that the Examination tests the required competencies; that is, the knowledge, skills, abilities, attitudes, and judgments required for the safe and effective practice of an entry level primary or advanced care paramedics.

COPR supports reasonable and appropriate modifications to the COPR Entry to Practice Examination procedures in order to accommodate candidates under the applicable human rights legislation.

The accommodations provided should not place a candidate with protected characteristics at an advantage or disadvantage in undertaking the Examination as compared to non-accommodated candidates.

The purpose of this document is to provide details on procedures required to apply for and access accommodations for the COPR Entry to Practice Examination. Candidates are encouraged to read the COPR Entry to Practice Examination Handbook for other requirements such as Examination eligibility, accommodation request deadlines, registration processes and timelines for the Examination.

Disabilities

Most accommodation requests that COPR receives are made based on the protected characteristic of disability. Candidates with disabilities who may be entitled to accommodation are individuals who:

- (a) Have temporary or permanent professionally diagnosed physical impairment, or persistent cognitive, psychological, sensory or learning impairment or any condition that is defined as a disability under the relevant human rights legislation; and

- (b) Believe that they would be considered disadvantaged in relation to other candidates for the purposes of the Entry to Practice Examination as a result of their disability.

Guiding Principles

1. The candidate must meet all eligibility criteria in order to undertake the COPR Entry to Practice Examination.
2. Candidates must complete all required forms and meet all other requirements set out in this policy and COPR's Entry to Practice Examination Handbook in order to have their accommodation requests considered by COPR.
3. Factors to be considered in determining whether the testing accommodation is appropriate will include, but are not limited to, the following:
 - a) The presence of a protected characteristic; and
 - b) Whether the protected characteristic impacts the candidate's ability to complete the Entry to Practice Examination.
4. Where necessary, COPR will modify the Examination procedures and/or method of delivery to accommodate candidates, while protecting the integrity of the Examination.
5. COPR will work with candidates to collect the information necessary to determine whether an accommodation request will be granted. Candidates have an obligation to fully cooperate with COPR in the accommodation process. A candidate's failure to cooperate with COPR may result in a denial of the requested accommodation.
6. Candidates are expected to provide a detailed description of the accommodation requested and may be asked to submit supporting documentation, including information from a qualified regulated health professional where the accommodation request relates to disability.
7. The accommodation provided by COPR may differ from the accommodation requested by a candidate.

Common Categories of Disabilities and Testing Accommodations

The following section provides general information on several disabilities which often form the basis of accommodation requests along with some common types of accommodations. This is not an exhaustive list, nor does it provide the decisions that may be made regarding the appropriate accommodation for specific individuals. Each request for accommodation is reviewed on an individual basis.

Learning Disabilities:

According to the Learning Disabilities Association of Canada (LDAC):

“Learning disabilities affect every person differently, and the disorder can range from mild to severe. Sometimes people have more than one learning disability. In addition, one third of people with LD also have attention deficit hyperactivity disorder (ADHD), which makes it difficult for them to concentrate, stay focused or manage their attention to specific tasks.”
(Learning Disabilities Association of Canada: www.ldac-acta.ca).

Accommodations may include:

- Electronic reader (e.g., Kurzweil)
- Separate testing room
- Additional time

Mobility Disabilities or Limited Physical Tolerance:

Individuals with mobility or agility disabilities may exhibit a wide variety of functional limitations.

Accommodations may include:

- Use of adaptive technologies such as a recorder (person who will fill in the answers)
- Ensuring testing centre is accessible
- Separate testing room
- Additional time
- Additional breaks

Visual Disabilities:

Problems related to vision loss differ from one individual to another. Accommodations may include:

- Large print or screen monitor and/or screen magnification software
- Electronic reader (e.g., Kurzweil)
- Enhanced lighting
- Separate testing room
- Additional time

Documentation

It is imperative that COPR protect the integrity of the Entry to Practice Examination. In addition, COPR wants to ensure, to the extent possible, that bona fide accommodations are arranged for candidates who require them. COPR therefore requires documentation in support of accommodation requests.

Where the requested accommodation relates to disability, current documentation must be provided by a qualified regulated health professional such as a medical doctor or psychologist on the *COPR Disability Information Form*. The qualified regulated health professional must have specific training and expertise with respect to the disability for which accommodation is being requested and must be certified or licensed to practise in their field.

The documentation provided should confirm the existence of a disability and describe in detail the impact of the disability as it relates to completing the Entry to Practice Examination, the candidate's specific needs and the proposed accommodation, with an explanation of how the requested accommodation will mitigate the impact of the disability in completing the Examination.

COPR may require that candidates undergo an independent medical examination, where appropriate.

Information collected by COPR related to a candidate's accommodation request is highly confidential and will not be disclosed to third parties other than COPR's independent professional when an independent recommendation is required. Documentation will be handled in accordance with relevant provincial privacy legislation.

Costs

Candidates are responsible for costs associated with obtaining documentation to support the request for accommodation.

Applying to COPR for Examination Accommodation

To request an accommodation for the Examination, candidates must complete and submit the *COPR Entry to Practice Examination Accommodation Request* form to exam@copr.ca.

Where the accommodation request relates to disability, supporting documentation and information satisfactory to COPR must be provided directly to COPR at exam@copr.ca by a qualified regulated health care professional, such as a medical doctor or psychologist, by completing the *COPR Disability Information Form*. The qualified regulated health professional

must have specific training and expertise with respect to the condition(s) for which accommodation is being requested and be certified or licensed to practise in their field.

Requests for examination accommodation are considered on a case-by-case basis. COPR reserves the right to obtain a recommendation from an independent professional based on the documentation provided.

Except in unusual circumstances, such as a recent injury, requests for accommodation must be received by COPR 35 business days before the Examination (see COPR Entry to Practice Examination Handbook).