

### Clinical Operating Guidelines Exam – All Candidates

Following submission of necessary documentation to the Office of the Medical Director (OMD), candidates will coordinate with the OMD to schedule administration of a Clinical Operating Guidelines (COG) exam at the appropriate level.

- A minimum score of 80% is required for a candidate to be deemed successful.
- If subsequent attempts are necessary:
  - A candidate will be afforded no more than a total of six attempts to achieve the minimum score. This is inclusive of any attempts on an exam appropriate for a credentialing level lower than the candidate's originally desired level.
  - Failure to achieve a minimum score of 80% within the first 3 initial allotted attempts will result in the candidate being disqualified from all credentialing processes for a minimum of three months from the date of the last exam attempt.
    - EMT-B, ILS or ALS candidates that elect to use a third exam attempt to credential at the a lower level (ECA or EMT-B) than initially tested, and are successful, must remain out of any higher level credentialing process for a minimum of 3 months from the date of the third attempt.
  - A candidate that is unsuccessful in his or her initial three attempts must remain out of the credentialing process for the prescribed 3 month period, and if the candidate is unsuccessful in the subsequent 3 allotted attempts, they will be disqualified from all credentialing processes for a minimum of one year from the date of the last exam attempt.
  - There must be a minimum of 24 hours between attempts.
  - All attempts must be completed within a 30 day period of the initial exam date.
  - Extension of the 30 day exam period requires a review of the specific circumstances and approval by the Office of the Medical Director.

The candidate must submit a written request for extension of the 30 day period. The request must include justification for the extension and request for a specific exam date.

The request must be received on or before the end of the 30 day exam period and include signatures from the candidate and the organization's System Credentialing Coordinator, Chief Officer or FRO Administrator and an OMD staff member.

Failure to submit the request for extension as described, or to abide by the terms of the extension, will result in the Candidate being disqualified from that or any other credentialing process for a minimum of three (3) months from the date of the last exam attempt.

- A candidate that is unsuccessful in the exam process, or is disqualified from the process for failing to abide by the requirements related to extending the 30 day exam period, but that is already credentialed in the System will retain his or her current credential level.
- Should a COG revision occur within a candidate's 30 day exam period, the version of the COGs in effect at the time of the first exam will be the basis for all exam attempts. Should an approved request for extension of the 30 day exam period be in place; the version of the COGs in effect on the date testing resumes will be the basis for subsequent exam attempts, regardless of attempt number or level.
- If it is determined that a candidate has cheated during a COG exam, the candidate will be disqualified from any and all credentialing processes for a minimum of 1 year.
- In all events where there is dispute or discrepancy the OMD reserves the right of final decision for disposition of the COG testing procedures and processes.
- For ILS and ALS candidates, upon successful completion of COG exam, the OMD will issue the candidate the proper transition badge.
  - A transition badge extends the privilege to practice at the desired credential level provided the candidate is in the presence of a designated System Credentialing Preceptor (SCP).