



## **CERTIFICATION EXAMINATION GUIDELINES**

### **ICEA Childbirth Educator Certification Traditional Program**

The ICEA childbirth educator certification examination is designed to test for a thorough knowledge of the basic content in childbirth preparation. The examination is based solely on the objectives outlined in the ICEA modules and the assigned required readings.

#### **THE EXAMINATION**

The examination consists entirely of 250 multiple choice questions. There are no short answer or essay questions. The examination is “closed book” and will be proctored. Four hours will be given to complete the examination. The score is based on the number of correct answers. There is no penalty for wrong answers. Candidates for whom English is a second language may use a nonmedical primary language/English dictionary and five hours to complete the examination.

#### **THE EXAMINATION SCHEDULE**

Certification examinations are scheduled at all ICEA conventions. Candidates may apply to take the examination in any state, province or country. They are not limited to taking the examination in their local geographic area.

An examination can be scheduled by completing and submitting the ICEA childbirth educator certification examination application form to the ICEA Certification Coordinator.

If taking the certification examination for the reduced fee of \$99 at the ICEA International Convention, the candidate must also register to attend the convention.

Candidates requesting a change in their scheduled certification examination will be assessed a \$25 fee. All examinations must be scheduled at least sixty days prior to the examination date. This includes any requested changes in scheduled examinations.

#### **APPLYING TO TAKE THE EXAMINATION**

Candidates have up to two years to complete the examination prerequisites and apply for the examination. The certification examination application must be received by the date stamped on the application. When choosing a date for the examination, candidates must choose a date that is at least sixty days after the application is received in the ICEA Central Office. Candidates have up to one year from submitting the application to actually take the examination. If more than a year passes, candidates must reenter the program and again complete all the prerequisites.

Examination applications will not be accepted unless they are complete. A complete application includes all needed forms and verifications, examination date, location and proctor, and full payment.

## PASSING THE EXAMINATION

It will take up to sixty days to grade the examination and notify the candidate of the score. Each candidate who receives a passing score of a minimum of 70% is considered to be an ICEA Certified Childbirth Educator, an ICCE. ICEA will inform each candidate of the score and issue a formal certificate to those who have successfully completed the program.

## FAILING THE EXAMINATION

ICEA will notify candidates who fail to achieve the minimum passing score. These candidates will have up to one year in which to pass the examination. They may retake the examination as many times as necessary within one year of the first fail date, providing repeat guidelines are followed. The cost of each repeat examination is a \$200 US. Examinations ruled invalid will be treated as failed examinations and the candidate will have one year to retake the examination per guidelines. Candidates who fail the examination and whose time in the program has expired may reenter the ICEA Childbirth Educator Certification Program.