

**WEST VIRGINIA
SECRETARY OF STATE
JOE MANCHIN, III
ADMINISTRATIVE LAW DIVISION**

Form #2 ■

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WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: WV Board of Optometry TITLE NUMBER: 14
RULE TYPE: Procedural CITE AUTHORITY: Chapter 30-8
AMENDMENT TO AN EXISTING RULE: YES NO
IF YES, SERIES NUMBER OF RULE BEING AMENDED: 6
TITLE OF RULE BEING AMENDED: Written and Oral Examination and
Scoring Policy
IF NO, SERIES NUMBER OF RULE BEING PROPOSED:
TITLE OF RULE BEING PROPOSED: _____

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON Dec 23, 2002 AT 4:30 p.m. ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

Barbara L. Palmer-WVBEO
Administrative Secretary
101 Michael Street
Clarksburg, WV 26301

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

Jack E. Terry, CD, PhD/SP
Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

SCANNED



West Virginia Board Of Optometry

101 Michael Street

Clarksburg, West Virginia 26301-3937

Phone: (304) 627-2106

Fax: (304) 627-2282

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November 15, 2002

Secretary of State
State of West Virginia
Building 1, Suite 157K
1900 Kanawha Blvd., East
Charleston, WV 25305-0771

Re: Title 14-Series 6

Dear Sir:

The Board approves the revised filing of Procedural Rules, Title 14-6 Examination and Scoring Policy, that shall be followed in the preparation, administration, and scoring of the examination of the West Virginia Board of Optometry. These revisions are to modify and clarify language in the examination and scoring policy.

As President of the Board, I approve the filing of this rule.

Sincerely,
for the: WEST VIRGINIA BOARD OF OPTOMETRY

by: Jack E. Terry, O. D., Ph.D./bp
its: President

JET/bp

MISSION STATEMENT

To ensure that all applicants for licensure and all Doctors of Optometry currently licensed, practice their profession in a manner that benefits and protects the public, and to ensure that the highest quality optometric eye and vision care is provided in a professional, competent, and ethical manner.

THE WEST VIRGINIA BOARD OF OPTOMETRY

SUMMARY OF PROPOSED RULE, 14-6

Legislative rule 14-6 provides the West Virginia Board of Optometry necessary procedures that shall be followed in the preparation, administration, and scoring of examinations for applicants taking Board examinations. Revisions clarify language and allow the Board to utilize any necessary means to conduct licensing examinations to determine the competency, or lack thereof, of applicants taking examinations.

THE WEST VIRGINIA BOARD OF OPTOMETRY

Circumstances

Rule Title 14-Series 6 Examination and Scoring Policy

The West Virginia Board of Optometry proposes revisions to Rule 14-6 so as to modify and clarify language in the examination and scoring policy.

The Board may utilize any necessary means to conduct licensing examinations to determine the competency, or lack thereof, of applicants taking examinations.

■
APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: 14-6 EXAMINATION AND SCORING POLICY

Type of Rule: Legislative Interpretive Procedural X

Agency: The West Virginia Board of Optometry

Address: 101 Michael Street

Clarksburg, WV 26301-3937

1. Effect of Proposed rule: NONE

	ANNUAL		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
ESTIMATED TOTAL COST	N/A	N/A	N/A	N/A	N/A
PERSONAL SERVICES					
CURRENT EXPENSE					
REPAIRS & ALTERATIONS					
EQUIPMENT					
OTHER					

2. Explanation of Above Estimates: NONE

3. Objectives of These Rules: Revisions clarify language and allow the Board to use any means necessary to verify the competency, or lack thereof, of applicants taking examinations.

THE WEST VIRGINIA BOARD OF OPTOMETRY

Rule Title: 14-6 Examination and Scoring Policy

4. Explanation of Overall Economic Impact of Proposed Rule: None

A. Economic Impact on State Government: None

B. Economic Impact on Political Subdivisions; Specific Industries; Specific Groups of Citizens: None

C. Economic Impact on Citizens/Public at Large. None

Date: November 15, 2002

Signature of Agency Head or Authorized Representative:

Jack E. Terry, O.D., Ph.D./hp
President

FILED

TITLE 14
PROCEDURAL RULES
WEST VIRGINIA BOARD OF OPTOMETRY

2002 NOV 22 A 10:49

SERIES 6-~~WRITTEN AND ORAL EXAMINATION AND~~
SCORING POLICY

OFFICE OF THE
SECRETARY OF STATE

14-6-1 General

- 1.1. Scope.—This rule establishes the procedures that ~~will~~ shall be followed in the preparation, administration, and scoring of the ~~written and oral examination(s)~~ of The West Virginia State Board of ~~Examiners in~~ of Optometry
- 1.2. Authority.—W. Va. Code 30-8-1 et seq.
- 1.3. Filing date.—
- 1.4. Effective Date—

14-6-2. **Anonymity.** The identity of the examinee ~~will~~ shall be strictly protected throughout the testing process.

- 2.1. After the candidates have arrived, ~~for the first written examination,~~ the Secretary or his designee ~~will~~ shall have each examinee ~~randomly~~ draw a separate piece of paper that each contains a ~~7-digit~~ unique number. ~~The sheet will have blank spaces for the applicant to insert their name, address, telephone and social security numbers. The examinee will memorize this number and place the completed form back into the envelope that will be closed and sealed.~~ This number shall be used during the testing procedure to ensure anonymity of the examinee.
- 2.2. ~~The examinee will write their memorized number on their initial test booklet, candidate comment sheet, and computer scoring form. The 7-digit number will be placed in the "I.D. Number" section under "Student Enrollment Sheet." As an added safeguard to eliminate the possibility of mixing examination sheets, the candidate also will place their 7-digit telephone number on the sheet.~~

- 2.2. The Secretary, as an added safeguard, shall place the examinee's unique number in a sealed envelope along with the examinee's 7-digit telephone number.
- ~~2.3. At the beginning of the second (or more) examination, the examinee will use their same anonymous I.D. Number and complete the form in the same process as described above following the instructions on the test packet.~~
- 2.3. At the beginning of any video-recorded oral examination, the examinee shall state his or her unique number. The examiners shall question the applicant on any and all topics necessary to evaluate the candidate's competency to practice optometry.
- ~~2.4. At the beginning of each oral examination, the examinee will state his/her I.D. Number at the beginning of their video recorded examination. The examiners will question the applicant concerning issues that directly relate to the safe practice of optometry. At the completion of the oral examinations, the Secretary will record the scores from all examiners for each numbered candidate.~~
- 2.4. After the scores have been determined and averaged, the Secretary shall then open the envelope and match the applicants' numbers with their names.
- ~~2.5. After the scores for the written and oral examinations have been determined and averaged, which will determine the candidates that have successfully passed the overall examination, the Secretary then will open the envelope and match the applicants' number with their name.~~

14-6-3. Preparation.

- 3.1. The President of the West Virginia Board of Optometry shall appoint members to an Examination Committee consisting of two or more Board members (including the Secretary) to prepare the examinations deemed appropriate to test those subject areas necessary to ensure the safe practice of optometry.

~~3.2. The written multiple choice examinations will be prepared following the guidelines published by the National Board of Examiners in Optometry (NBEO) and have no more than five (5) correct responses (i.e., a-e).~~

~~3.3. Each Board member shall prepare a set of relatively equivalent questions from which he/she can choose an appropriate number to ask during the oral examination. The examiner will print each potential question and follow it with the correct responses. A point value will be assigned to each response. The number of points achieved by each examinee for all of the questions asked divided by the total number of possible points, expressed as a percentage, will be the score reported to the secretary.~~

3. 2. Each board member shall prepare questions for the examination(s). The examiner shall print each question and follow it with the correct response.

14-6-4. Grading.

~~4.1. A computerized grading sheet will be used so that an item analysis can be performed on each question.~~

~~4.2. Each question will be reviewed for ambiguity or miskeying that has one the following characteristics:~~

~~—— (a) A “P” value (percent of total correct responses) of All questions in which the “R” value has a value of 0.50 or more negative regardless of the “P” value.~~

~~(b) Relevant comments provided by the candidate on the examination comment sheet.~~

~~4.3. Questions that are deemed flawed by the Examination Committee using the item analysis described above or the information provided by the candidate on the examination comment sheet, will be recommended to the entire Board for deletion from scoring.~~

~~4.4. At the completion of each examinee’s oral examinations, the examiners will record a percentage score for each candidate~~

~~based upon the number of correct responses to the scored questions.~~

- 4.1. The number of points achieved by each examinee for all questions divided by the total number of possible points, expressed as a percentage, shall be the score reported to the Secretary.

14-6-5. Pass-Fail Scoring.

~~5.1. The individual percentage scores of the various examinations for each examinee will be tabulated and averaged. Candidates will have passed the overall Board examination if they successfully achieve a 75% average of the various parts of the examination (e.g., oral, ocular disease, and pharmacology).~~

- 5.1. Scores recorded by each participating member of the board shall be tabulated and averaged for each examinee. Candidates shall pass the Board examination if they successfully achieve a 75% average for the examination.