

# Appropriate use of Pearson Clinical Assessment Content

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This information is intended to support decision-making by professionals in any setting where Pearson Clinical Assessment content is used. Each professional's ethical obligations for professional practice, organisational mandates and guidelines, legal obligations, and local/national laws also apply. Refer to the **[Pearson Clinical Assessment Legal Policies page](#)** for additional information.

Pearson Clinical Assessment acknowledges a growing need for flexible use of digital and print assessment content balanced with our obligations to our authors/partners and test security requirements per the Standards (Standards for Educational and Psychological Tests [Standards]; AERA, APA, & NCME, 2014), International Test Commission (ITC) Guidelines on Test Use and local laws. In addition, where noted, clinical judgment on the part of the examiner informs decision-making in the best interest of the examinee. Although it is the position of Pearson that the validity of any scaled score obtained as a result from a non-standard administration as described here should be interpreted with caution, it is the responsibility of the individual administering the test to ensure that the results of the assessment are an accurate reflection of the examinee's abilities.

# Recording of test administrations

OK ✓

**All Uses:** Permission must be established between the clinician and the examinee/caregiver.

**Clinical Use:** Recording is allowed only for scoring purposes by qualified users as outlined in the test manual. Once scored, recordings should be deleted permanently.

**Research Use:** Recording is allowed as long as the recordings are only viewable by qualified individuals, aligned with specific test manual guidance, and are not stored in areas where they can be viewed by unauthorised individuals. Delete recordings or ensure secure access and storage per licence requirements. This may be superseded by any formal agreement you may have with Pearson.

**University-based Training Use:** Recording is allowed for approved **Training Partners Program (TPP)** members and their training purposes only. Ensure restricted access and secure storage per TPP membership terms and conditions. Delete permanently after training completed.

**Legal/Litigation Use:** Refer to the Litigation section of our **Legal Policies**.

NOT OK ✗

Parents and/or caregivers may not record test content in any situation, format, or method.

Professionals and pre-professional students may not store or share recordings that include any test content in any location – including social media or any public-facing location (e.g., YouTube) – accessible by any unqualified user. This is true even if the examinee/caregiver has given approval to record all or some of the administration.

## Screen Capture of Test IP

OK ✓

Completed Response Book pages or written responses by examinees in a remote administration context may be screen captured on secure, organisation-authorized devices for scoring purposes only by qualified users or designated/supervised professionals within the circle of care. Once scored, images should be deleted permanently.

NOT OK ✗

Parents and/or caregivers may not record test content in any situation, format, or method.

Professionals may not save/store or share screen capture images that include any test content in any location accessible by any unqualified user.

## Sharing/Displaying Printed Stimulus Book or Other Physical Stimulus Materials

OK ✓

Some printed stimulus books may be placed in a stable position (e.g., flat on a desktop) and shared, fitting the stimulus book completely into the full screen of a document camera. **Refer to test-specific guidance documentation** for applicability and details.

Some materials (e.g., some manipulatives) may be shared via holding them up to the web camera. Refer to test-specific guidance documentation for applicability and details.

NOT OK ✗

Hold the printed stimulus book up to a web camera. Scan/digitise the images from the printed stimulus book.

Photocopy the images from the printed stimulus book.

Upload the stimulus materials to a shared drive/website.

Make copies or post a stimulus book to an examinee/caregiver.

OK ✓

Share/display test materials between qualified professionals and examinees through Pearson-authorized digital platforms (e.g., Q-interactive, Q-global).

Verify screen size is 9.7" diagonal or larger; may use larger than average monitor or TV to accommodate physical distancing or visual impairments. See *Using Your Digital Assets* document within the Q-global Resource Library.

Signed, sealed envelope procedure for response books as described in test-specific guidance documentation.

NOT OK ✗

Make any modifications or adaptations to any test content or components without written permission from Pearson.

## Observing a Pointing or Writing Response

OK ✓

**Pointing options:** mirror, additional camera in meeting, sharing mouse control/ pointing/annotation tool, numbered response options

**Writing options:** angle primary camera to show writing response (requires a very involved and trained facilitator), additional camera or examinee document camera in meeting.

NOT OK ✗

Ask a parent, caregiver, or untrained/non-professional facilitator to participate in the item response. Refer to the test-specific guidance documentation for applicability and details when a professional/trained facilitator is present.

# Using Facilitators (may also be called eHelper or proctor, depending on the context)

OK ✓	NOT OK ✗
<p>It is recommended to have a facilitator who is not a family member or caregiver available; see <a href="#">The Use of Facilitators in a Remote Test Administration</a>.</p> <p>May have certain examinees and situations who are capable of being their own facilitator, informed by the test-specific guidance document (this is an examiner judgment/decision).</p>	<p>Ignore providing support for other non-administration needs based on age of the examinee, disability category, or other physical/cognitive/social-emotional needs of the examinee. Refer to our <a href="#">telepractice page</a> for additional support.</p>

## References

American Educational Research Association, American Psychological Association, & National Council on Measurement in Education. (2014).  
 Standards for educational and psychological testing. Washington, DC: Author.  
 International Test Commission (ITC) Guidelines on Test Use  
 Stockholm: International Test Commission.