

# Know your Rights and Responsibilities as an ABEM Candidate

## Your Rights

1. To be treated with courtesy, respect, and impartiality by ABEM examiners and staff, regardless of your personal characteristics, such as age or gender.
2. To be tested with measures that meet professional standards, such as acceptable reliability.
3. To inquire and receive information about testing accommodations appropriate to your disability or special circumstances, such as learning disabilities, vision impairments, or pregnancy.
4. To receive information about the logistics, procedures, and types of materials that will be used during testing.
5. To know how the results of your test will be used and who will have access to the results.
6. To receive answers to questions about what will happen if you choose to withdraw from the exam, leave the exam early, ABEM loses your data, or you wish to cancel your scores.
7. To receive your exam results within 90 days of testing or less. Typically, results are distributed within 45-60 days of the examination.
8. To present concerns about the testing process and understand how they will be addressed.

## Your Responsibilities

1. Arrive for your examination testing session on time; if you have not appeared and registered by the beginning of your scheduled session you are at risk of losing your examination seat.
2. Treat examiners, other candidates, and staff with courtesy and respect.
3. Follow the examination instructions; know what constitutes cheating on this examination, understand the consequences of cheating, and act ethically with knowledge of the examination contents. You will be asked to agree to the [Policy on Examination Irregularities](#) -before the examination.
4. Be familiar with the testing logistics, process, and procedures.
5. Ask questions before the test begins if you do not understand the testing logistics, process, or procedures.
6. Inform the appropriate person as soon as possible if you feel something during the examination just did not go right.

## Related Policies

- [American Board of Emergency Medicine Privacy Statement](#)
- [Policy on Americans with Disabilities Act](#)
- [Policy on Bias for Certification and Maintenance of Certification Participants](#)
- [Policy on Board Eligibility](#)
- [Policy on Candidate Illness](#)
- [Policy on Candidate Requests for Investigation of a Certification or Maintenance of Certification Examination](#)
- [Policy on Disruptive Behavior](#)
- [Policy on Examination Administration in Testing Centers](#)
- [Policy on Examination Irregularities](#)
  - [Key Messages from the ABEM Policy on Examination Irregularities](#)
- [Policy on Fees](#)
- [Policy on Loss of Examination Data](#)
- [Policy on Oral Certification Examination Administration](#)
- [Policy on Research](#)
- [Policy on Scoring Candidate Examinations](#)