**Compensation Measures for Nurses Trained Outside of Ireland Leading to Registration: Aptitude Test**

**Application Form**

**\*PLEASE NOTE: Form to be completed in word and submitted to** **educationandguidance@nmbi.ie**

**CONTACT INFORMATION**

|  |  |
| --- | --- |
| **Aptitude Test Provider**  |  |
| Address |  |
| Phone number |  |
| Email |  |
| **Head of Department/School** |  |
| Address |  |
| Phone number |  |
| Email |  |
| **Aptitude Test Lead** |  |
| Address |  |
| Phone number |  |
| Email |  |

**APTITUDE TEST OF COMPETENCE INFORMATION**

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| Proposed number of applicants per aptitude test  |  |
| Proposed frequency of the aptitude test |  |
| Proposed number of attempts that an applicant can have to pass the test. |  |
| Proposed cost of the aptitude test per applicant and the cost to retake the test. |  |
| Division of the register for the aptitude test (e.g., RCN, RGN, RNID, RPN) |  |

**STANDARDS AND REQUIRMENTS FOR THE APPROVAL OF APTITUDE TEST**

**\*Please submit electronic copies of evidence and or hyperlinks to support this application**

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|  | **Evidence** |
| 1. Approval from education provider’s own internal governance mechanism to run the aptitude test.
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| 1. NMBI completed site inspection of the test centre (MUST be located in the Republic of Ireland) prior to approval of aptitude test of both theory and practical component of the test.
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| 1. Names and CVs of the programme management team from the education body or appropriate education providers and healthcare providers, who are directly involved in the assessment process.
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| 1. Names and CVs of the subject experts who have devised the theory tests and OSCEs.
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| 1. Samples of theory tests and OSCEs (minimum of 14 OSCE’s to be achieved per applicant) and evidence of the quality assurance processes in place, including reliability and validity test measures.
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| 1. Name and CV of the lead co-ordinator of the aptitude test who must be a registered nurse tutor and/or an educationalist that has the relevant academic qualifications and experience.
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| 1. Criteria for assessors with the appropriate qualifications and experience to undertake the OSCEs.
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| 1. Both the theory and the practical elements of the aptitude test should be based on the NMBI (2016, 2022) Nurse Registration Programmes Standards and Requirements.
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| 1. Evidence that the theory test and OSCEs are tested, updated, and changed on a regular basis and are discipline specific.
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| 1. Evidence and availability of appropriate facilities, resources, and equipment (including IT infrastructure, video recording, clinical skills and classrooms).
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| 1. The conduct expected from the candidate undertaking the aptitude test and rules for the test centre must be clearly identified.
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| 1. Financial security of the aptitude test process must be guaranteed by the education body or the appropriate education provider.
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| 1. Eligibility to access the programme must be open, transparent, and independent of prospective employment.
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| 1. The application process must be made explicit to the applicant.
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| 1. The grading criteria, including pass rates, that is explicit to the candidate.
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| 1. The appeal process for candidates must be clearly defined.
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| 1. Evaluation and feedback from relevant stakeholders, for example, healthcare services, education body or appropriate education providers and service users regarding the aptitude test
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| 1. Evidence of how the aptitude test is updated and revised (including timelines), incorporating feedback received from the established quality-assurance mechanisms.
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| 1. Evidence of how the education body or appropriate education provider maintain appropriate records and are General Data Protection Regulation (GDPR)-compliant.
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| 1. Evidence of the process of how the NMBI Registration Department will be informed of candidates who have passed, failed the knowledge assessment twice or failed the OSCE twice.
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We declare that the Aptitude test has met all the requirements of the NMBI Compensation Measures for Nurses Trained Outside of Ireland (2019) which incorporates the Nurse Registration Programmes Standards and Requirements (2016, 2022).

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Head of Department

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 Programme Coordinator/Leader

(Note: Please include signature and printed name)

**FOR NMBI USE**

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| **Education review date by Professional Officer, Education, Policy and Standards Department** |  |
| **Further evidence received**  |  |
| **Outcome of the review by the Professional Officer**  |  |
| **Date of recommendation forwarded to the Registration Department**  |  |