

POLICY STATEMENT
TENNESSEE COUNCIL FOR LICENSING HEARING INSTRUMENT SPECIALISTS

Practical Skills Examination Proctors

Pursuant to *Tennessee Code Annotated* §§ 63-17-203 and 63-17-209 and TENN. COMP. R. & REGS. 1370-02-.08, the Tennessee Council for Licensing Hearing Instrument Specialists (Council) is required to provide the International Hearing Society's (IHS) Practical Skills Examination or its successor examination at least once per year and give such additional examinations as the volume of applications may make appropriate. The Council is responsible for selecting a proctor for the Practical Skills Examination, which may be a member of the Council or the Council's designated representative. This policy explains the requirements for a non-council member to become a potential proctor.

To be considered as a potential proctor of the Practical Skills Examination in Tennessee, the potential proctor must:

- hold an active and unencumbered license as a Hearing Instrument Specialist in Tennessee;
- hold current National Board for Certification in Hearing Instrument Sciences (NBC-HIS) certification;
- observe at least one (1) Practical Skills Examination;
- submit an application to the Council, which can be found on the Council's website; and
- must be impartial.

The proctor is required to travel to the Council's administrative office in Nashville, Tennessee on scheduled testing dates which are set in advance. Compensation shall be one hundred dollars (\$100.00). Travel expenses, or a portion thereof, may be subject to reimbursement.

Neither this policy, nor the completion of these requirements, ensures that an applicant will be selected to serve as a proctor. This policy serves to ensure that prequalified proctors are available when necessary in order for the Council to administer the Practical Skills Examination pursuant to *Tennessee Code Annotated* §§ 63-17-203 and 63-17-209 and TENN. COMP. R. & REGS. 1370-02-.08.

This policy shall be incorporated into rule. This policy shall be effective upon ratification by the Council and the Board. This policy shall expire upon the effective date of the rule.

**ADOPTED BY THE COUNCIL FOR LICENSING HEARING
INSTRUMENT SPECIALISTS ON THE 22nd DAY OF OCTOBER, 2021.**

**RATIFIED BY THE BOARD OF COMMUNICATIONS DISORDERS
AND SCIENCES ON THE 9th DAY OF NOVEMBER, 2021.**