



PEDIATRIC NURSING
CERTIFICATION BOARD

Volunteer Position

STANDARD SETTING COMMITTEE MEMBER

Annual Time Commitment



Expertise Level



Group Interaction Level



What You Would Do if Selected: Participate in a one time, in-person, 2-day meeting offering subject matter expertise to assist PNCB with a process to determine the passing standard (cut) for an exam used to establish qualification for certification.

Time Commitment: 16 hours (plus travel time); conducted every 3-5 years following job task analysis (JTA)

Qualifications & Expertise:

- Earned the associated PNCB credential within the past 2-3 years, and maintains credential in an active status
- Maintains subject matter expertise by completing at least 20 hours per week in clinical practice relating to the credential and/or through oversight of students in a clinical setting
- Attests to NO conflicts of interest, which include:
 - 1) having a role as faculty or speaker for a PNP program (when applicable) related to the credentialing exam,
 - 2) being involved in writing materials for, or teaching in, prep or review course(s) or authoring review texts that prepare a candidate for the related-credential, or
 - 3) serving as item writer for a non-PNCB credentialing exam.

Group Interaction Level: High

Detailed Responsibilities:

- Attend PNCB's 2 day in-person Standard Setting Committee meeting.
- Participate in group discussions to create a working definition of 'minimal competence' or 'minimal qualification' for the certification credential.
- Comply with directions provided by the facilitator when rating questions to focus ratings on what the test-taker will know as opposed to beliefs about the knowledge the test-taker should have.

- Take the certification exam during the meeting and apply the definition of minimal qualification to rate the difficulty level of questions.
- Participate in committee discussions related to ratings, and following discussions consider whether any re-rating of questions is warranted.
- Recognize PNCB's ownership items seen at the meeting by complying fully with the terms of PNCB's Conflict of Interest and Confidentiality Agreements.

Training & Support: Facilitator guidance throughout process

Terms: Single-meeting event (ad hoc committee)

Benefits:

- Paid travel, hotel and meals for 2 day in-person meeting
- \$150 PNCB voucher (apply towards recertification fees or CE modules)

Additional Requirements: Must sign a Confidentiality Agreement which includes attesting to no conflicts of interest, such as writing questions or content for exam -related review courses or books that prepare a candidate for a PNCB exam, teaching an exam preparation / review course, having a faculty appointment in PNP program of the related credential, or writing for a non-PNCB credentialing exam, during term of service and for 1 year following.