

# American Board of Managed Care Nursing

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## Agreement to Proctor Certification in Managed Care Nursing (CMCN) Examination

**THIS FORM MUST BE COMPLETED AND RETURNED TO ABMCN BY THE PROCTOR**

### Guidelines for Proctor:

- Proctor may be the candidate's supervisor, a representative from the candidate's human resources department of education/training department.
- Proctor must agree to keep all materials and knowledge gained during the process, completely and totally confidential.
- Proctor agrees to oversee the examination for a period of three hours and to assure that the candidate is in a secure environment (ie – away from computers, papers relevant to managed care, telephones, pagers, people, and other possible distractions).
- Proctor agrees to not leave the candidate unsupervised during the examination.
- Examinations are sent by Federal Express to the Proctor and are to arrive 3 days prior to the Test Date. Please plan accordingly.

Candidate(s) Name: \_\_\_\_\_

Requested Examination Date: \_\_\_\_\_

### Proctor Information:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address (specify if home or business): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Proctor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If above address is a home address, Federal Express will deliver without a signature. Business addresses must be complete with Suite, Mail Code, Department, etc.