



NMRLD

NEW MEXICO  
REGULATION &  
LICENSING DEPARTMENT

## EXAMINATION POLICY AND PROCEDURE

### Exam dates, *July 22, 2023*

(Policy to be brought by candidate to the Clinical Exam)

Effective January 15, 1995, successful completion of PART I, II, and III, and TMOD of the National Boards is a prerequisite for sitting for the New Mexico Board of Examiners in Optometry state examination, unless specific requirements for licensure by endorsement are met. The National Board of Examiners in Optometry (NBEO) must send proof of successful passing of the accepted NBEO exams directly to the Optometry Board. See the NBEO PART Equivalency information and Board Regulations, Parts 2, 3, 5, 6, and 7, for further information on examination requirements.

The New Mexico Board of Optometry will conduct the state Clinical Practicum examination annually. **The 2023 exam is scheduled for *July 22*.** Approved candidates will be notified by email of their official exam schedule immediately after they complete the application process or within two weeks after the final application deadline. **Official notification will be mailed to each approved exam candidate no later than *May 25, 2023*,** in time for candidates to make travel arrangements.

Travel arrangements should *not* be made until the candidate has received official **written** notification that his/her application has been approved and that he/she has been scheduled to sit for the exam.

**Prior to the exam deadline** candidates **MUST** provide the Board with a specifically written list of the names of any New Mexico licensed optometrist(s) with whom they are acquainted; with whom they have professional or personal affiliation; or that they would feel uncomfortable being examined by, in the event that one of those optometrists is a Board member or a clinical examiner for the Board. **Failure to do so may disqualify the candidate from the exam.**

Application Fee: \$175. Examination Fee: \$400  
(TOTAL \$575) **By rule: All fees are non-refundable.**

**The deadline to receive the applicant's Letter of Intent, Application Form and Application Fee is *May 18, 2023*, in the Board's office.**

Candidates should recognize that arrangements and financial commitment made by the Board to examine the total number of approved candidates are made weeks in advance of the examination. A commitment of the candidates' fees, as well as a substantial amount of the Board's other funds, has already been made at least a month prior to any given exam.

**FEE  
& REFUND POLICY**



## Board of Optometry

### CANDIDATE SCHEDULING

Candidates will be randomly scheduled for the Clinical Practicum. The examination will be administered on a Saturday or possibly Sunday. The Board will examine a maximum of twelve candidates in a day.

The Board must receive **ALL** required documentation and examination fees on or before the **deadline date, June 12, 2023**, in order for the application to be considered complete.

After the exam schedules have been finalized, each APPROVED candidate will be notified by email of the exact Clinical Practicum session they have been scheduled for.

### IDENTIFICATION AND REGISTRATION

- ✓ Candidates will **NOT** be allowed entrance into the Clinical Practicum exam without the aforesaid notification letter.
- ✓ At registration, candidates will be assigned an Identification number on an I.D. card.
- ✓ The assigned I.D. number will be the sole means of candidate identification throughout the administration and grading of the exam.
- ✓ Candidates must also present picture identification at the time of Registration.  
Candidates should be present thirty (30) minutes prior to their scheduled examination time.
- ✓ Candidates should bring their own pens or pencils.

### CLINICAL PRACTICUM EQUIPMENT

All of the equipment and instruments necessary to take the Clinical Practicum examination will be furnished to the candidate. However, the candidate will be allowed to use personal binocular indirect ophthalmoscope and condensing lenses, provided that the ophthalmoscope is equipped with a teaching mirror.

### PATIENT NOT REQUIRED

- Candidates will NOT be required to furnish their own patient for the exam.
- The Board will supply patients for the exam.
  - The Examiners will anesthetize and dilate the patient for purposes of the Clinical Practicum.
  - Under no circumstances will anyone be allowed at the site of the examination other than the candidate and the Board supplied patients without the consent of the Board.



## Board of Optometry

### CLINICAL PRACTICUM CONTENT

The Clinical Practicum will consist of four Procedures.

- ❖ For each Procedure, the candidate will be allowed a total time of Ten (10) minutes to prepare the patient and perform those aspects of each Procedure assigned by the examiners.
- ❖ In addition, the candidate will be asked to discuss at least two (2) Clinical questions and two (2) Therapeutic questions related to the procedure they are performing.

#### PROCEDURES

The following Procedures will be included in the Clinical Practicum Section of the Exam:

Binocular indirect ophthalmoscopy, to include scleral indentation;  
Biomicroscopy of the posterior segment;  
Biomicroscopy of the anterior segment; and  
Gonioscopy.

The candidate will be required to demonstrate **proficiency** in performing binocular indirect ophthalmoscopy to include scleral depression and posterior segment biomicroscopy with various fundus lenses. Knowledge of Fluorescein Angiography and OCT results may be tested, but no injections are required. The candidate will be required to demonstrate **proficiency** in performing anterior segment biomicroscopy and gonioscopy. The Procedures (four in all) are evaluated separately. That is, the candidate is required to perform each procedure as he or she would in a private office setting on a patient presenting solely for the particular examination (Procedure) that is being evaluated.

#### SCORING

NMSA 1978 § 61-2-6.D. (7) states, “*The Board shall certify as passing each applicant who obtains a grade of at least a seventy-five percent (75%) on each **subject** upon which he is examined.*” The Board’s Rules and Regulations state, “*A score of seventy-five percent (75%) or better is required to pass.*”

The Clinical Practicum examination will be scored based upon an average of the total score for the four Procedures.

Because of the time constraints imposed by the examination schedule, the candidate is advised to make notes or comments during the brief break periods between Exams. Candidates may take whatever additional time is needed to complete comments upon return to the Board's administrative registration site for check out. The schedule/comment sheet must be turned in at the time the candidate is checked out.



## Board of Optometry

While the candidate is not required to make any written statement, any statements made will be considered during the review of the candidate's performance on the examination if there is a question as to the candidate's evaluation in any procedure.

Further, in the event that an unsuccessful candidate wishes his or her exam results reviewed by the Board, the candidate's comments, or lack thereof, will be an integral part of the review. At no time will any candidate be allowed to view the examination itself.

Candidate comments are to be made solely by the individual candidate without consultation or discussion with anyone, including the candidate's patient, other candidates, or any other person who might accompany the candidate to the examination site. Any candidate detected cheating in any manner during the course of the examination shall automatically fail the entire examination. Cheating will be deemed unprofessional conduct, and shall demonstrate that the applicant is not of good moral character.

### STATEMENT OF CONFIDENTIALITY

Because all candidates cannot be tested at the same time, the Board recognizes that there is a potential for cheating outside the exam site. Candidates are on an honor system and are expected not to discuss the exam or divulge the nature or content of the exam with others. If the Board becomes aware at any time that communication of this nature has occurred between candidates or with any other person, the Board will consider this an act of cheating by the candidates involved and will take appropriate disciplinary action in accordance with Board Rule 16.16.5.9 (F).

Each candidate will be required to sign a Statement of Confidentiality before taking the Board exam.

### CHECK-OUT PROCEDURES

Upon completion of the examination, candidates are to check out with the Board's administrative staff by presenting their schedule/comment sheet to the person on duty. Once final verification of each candidate's records is made, the candidate is free to leave the exam site.

### EXAM RESULTS NOTIFICATION

Candidates will be notified of exam results, in writing, within two weeks of the exam. The Notification will be sent via e-mail. **No results will be given over the phone.** All candidates who are informed of passing the exam will be required to pay a licensure fee of **\$200** in order to obtain the new license.

The Board recommends that candidates read this Exam Policy and Procedures document several times upon receipt, as well as on the day prior to the examination, if approval to sit for the exam is received. It is also recommended that the approved candidate bring this document to the examination as it will be a helpful reference.



## Board of Optometry

If at any time you have questions regarding the Practicum, please contact the Board office at the Board's e-mail address: [Optometry.Bd@rld.nm.gov](mailto:Optometry.Bd@rld.nm.gov).

**On behalf of the New Mexico  
BOARD OF OPTOMETRY,**



Micaela Apodaca  
Board Administrator

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Printed Exam Candidate's Name

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Signature of Exam Candidate

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

