

## PPA Board Recertification Session Speaker Guidelines For Assessment Item Development

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1. Recertification Program Contribution -- conflict of interest: If you currently contribute to a BCPPS board preparation or recertification course for another organization, please make sure that you have no conflicts of interest in participating in the PPA Recertification Program.
2. Per the BPS exam content guidelines, if your presentation falls between February 1 and July 30, you are expected to incorporate any published practice guidelines or regulations as of January 1 of that year. If you are giving a talk between August 1 and January 31, you are expected to incorporate any published practice guidelines or regulations as of July 1 of that year.
3. The audience may be comprised of practitioners who have taken the exam and are recertifying and may also contain practitioners studying for the exam. As board preparation courses phase out, this hybrid audience will become the norm. Therefore, the content needs to be written and presented at an intermediate level.
4. Please prepare 20 assessment multiple-choice questions (MCQ) for every 50-60 minutes of live presentation (or 10 assessment MCQ for 25-30 minutes) using the following guidance:
  - a. **MCQ format with only 4 plausible answer selections, with 1 correct answer that most experts would agree is the best of the four options. See example below.**
  - b. **Provide explanation for the correct answer and each incorrect answer, including supporting literature citation(s) (limit 3 citations).**
  - c. **Do not use the following in developing your MCQs:**
    - i. K-type questions (e.g., i, ii, iii, iv)
    - ii. Answer options such as “all of the above,” “none of the above”
    - iii. Do not use words such as *always, never, rarely, or usually*. These are vague terms that often point to an incorrect option
    - iv. Answer options where two are choices (e.g., “A and B”)
    - v. Questions that are stated as a double negative (e.g., “Which of the following is **not** an **un**written standard of practice of antibiotic use?”)
    - vi. Sequential questions (i.e., questions that rely on previous question to answer; for example – question 12 answer will effect question 13 choices for patient AB)
  - d. **Additional question writing guidance**
    - i. A good question stem asks for a value judgment that ranks the answer options (e.g., “Which one of the following options is best ...”, “What would be the optimal regimen ...” “What is the most likely explanation ...”)
    - ii. Avoid negative questions (e.g., “Which of the following is least incorrect?” or “Each of the following is correct except ...”) can confuse the reader
    - iii. Avoid using “Which do you recommend?” in the stem. Anyone can recommend anything; we need the best answer. NOTE: It is OK to use “Which one of the following is the best recommendation?”
    - iv. Make the question stem congruent with the available answer options. For example, if the stem asks for the best treatment, make sure that all answer options are treatments. The best all-around stem is: Which one of the following is best to recommend for this patient?
    - v. Make response options similar (e.g., four drugs, four laboratory tests, four diagnoses, four action items). These are the only types of options that can be rank ordered.
    - vi. Make all four options about the same length. Don't have the correct option be longer or shorter than the others.
    - vii. If the same information (e.g., drug name, lab test) appears in all four options, put that information in the case stem and shorten the answer options.

### Example Assessment Item

- 1) When educating a patient about sleep hygiene, which of the following would be the best to recommend?
- A. Stay in bed, even if you cannot fall asleep within 30 minutes
  - B. Exercise close to bedtime
  - C. Utilize stimulating agents later in the day (caffeine, alcohol, smoking)
  - D. Develop a bedtime ritual**

#### Answers and Explanations:

- A. Incorrect – changing scenery when one cannot sleep after 20-30 minutes is recommended as per sleep hygiene guidelines.
- B. Incorrect – exercise stimulates the central nervous system and the duration of this can last for hours, thus it is not advised to exercise prior to bedtime
- C. Incorrect - stimulating agents later in the day (caffeine, alcohol, smoking) can have ongoing effects and thus can interfere with ability to sleep, and thus its avoidance is recommended based on sleep hygiene guidelines.
- D. Correct - setting a schedule and routine has been shown to help improve sleep hygiene.**

#### References:

- 1. Newbie MD. Sleep Hygiene. Sleep. 2013; 3:26-35.
- 2. Commission on Sleep. US Sleep Consortium - Sleep Hygiene Guidelines. Sleep Journal. 2012; 67: 135-155.