National Registry Examination for Nerve Conduction Studies

Candidate Handbook 2023

<table>
<thead>
<tr>
<th>Application Deadline*</th>
<th>Testing Window</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 21, 2022</td>
<td>January 21 – February 4, 2023</td>
</tr>
<tr>
<td>April 19, 2023</td>
<td>May 20 – June 3, 2023</td>
</tr>
<tr>
<td>July 19, 2023</td>
<td>August 19 – September 2, 2023</td>
</tr>
</tbody>
</table>

*Applications will not be accepted after this deadline

Administered by:

PROFESSIONAL TESTING CORPORATION®

1350 Broadway, Suite 800 | New York, NY 10018
www.ptcny.com/contact
# TABLE OF CONTENTS

REGISTRATION ......................................................................................................................... 3
OBJECTIVES OF AAET ........................................................................................................... 3
THE REGISTRATION PROCESS ............................................................................................. 5
COMPLETION OF APPLICATION ........................................................................................... 6
EXAMINATION ADMINISTRATION AND SCHEDULING ......................................................... 7
EXAMINATION FEES ............................................................................................................... 10
SPECIAL NEEDS .................................................................................................................. 11
PREPARING FOR THE EXAMINATION .................................................................................. 12
WHAT TO EXPECT AT THE TESTING CENTER ..................................................................... 13
RULES FOR THE EXAMINATION .......................................................................................... 14
REPORT OF RESULTS ........................................................................................................... 15
REQUESTING A HANDSCORE ............................................................................................... 15
CONFIDENTIALITY OF EXAMINATION SCORES .................................................................. 15
REEXAMINATION .................................................................................................................. 15
ATTAINMENT OF REGISTRATION ....................................................................................... 16
REVOCA TION OF REGISTRATION ....................................................................................... 16
RECERTIFICATION ................................................................................................................. 16
CONTENT OF THE EXAMINATION ....................................................................................... 16
CODE OF ETHICS .................................................................................................................. 20
SAMPLE EXAMINATION QUESTIONS .................................................................................. 21
REFERENCES ......................................................................................................................... 23

*This Handbook contains necessary information about the National Registry Examination for Nerve Conduction Studies. Please retain it for future reference. Candidates are responsible for reading these instructions carefully. This Handbook is subject to change.*
CONTACT INFORMATION

| Professional Testing Corporation (PTC) | • Apply for examination  
|  | • Obtain general application policy and procedure information  
|  | • Obtain information about testing policies and procedures  
|  | • Transfer to a new testing period  
|  | • Request Special Accommodations  
|  | • Request Hand Score  
|  | • Question about score reports  
|  | • Miscellaneous inquiries  
|  | www.ptcny.com  
|  | (212) 356-0660  
| Prometric | • Schedule test appointment  
|  | • Reschedule test appointment (within a testing period)  
|  | • Cancel test appointment  
|  | • Find directions to test site  
|  | • Questions regarding testing sites and appointments  
|  | www.prometric.com/AAET  
|  | (800) 741-0934  
| The Nerve Conduction Association (AAET) | • Study materials  
|  | • Recertification information  
|  | www.aaet.info  

ATTENTION CANDIDATES
This handbook contains necessary information about the AAET National Registry Examination for Nerve Conduction Studies. It is required reading for those applying and taking the Examination. All individuals applying for these examinations must comply with the policies, procedures, and deadlines in this Handbook and attest to this by signing the Candidate Attestation found on the application. Please retain this handbook for future reference. This handbook is subject to change. See www.ptcny.com for handbook updates.

ACCESSING CELL PHONES AND ELECTRONIC DEVICES AT ANY TIME WHILE YOU ARE TAKING THE EXAM IS PROHIBITED. YOU CAN ONLY REMOVE SNACKS, DRINKS, MEDICINE OR PERSONAL HEALTHCARE ITEMS FROM YOUR LOCKER- NO BACKPACKS, BAGS, POCKETBOOKS OR CLOTHING CAN BE REMOVED WHILE YOUR EXAM IS IN SESSION.
REGISTRATION
The Nerve Conduction Association (AAET) supports the concept of voluntary registration by examination for health care professionals in nerve conduction studies. Registration focuses specifically on the individual and is an indication of current knowledge in electrodiagnostic nerve conduction studies technology.

OBJECTIVES OF AAET
AAET aims to establish standards for registration of electrodiagnostic technologists by:

• Providing a standard of knowledge in nerve conduction studies required for registration.

• Establishing and measuring the level of knowledge required for registration in nerve conduction studies by means of an objective written examination.

• Recognizing formally those individuals who meet the eligibility requirements of AAET and pass the National Registry Examination for Nerve Conduction Studies.

• Encouraging continued professional growth in nerve conduction studies

NON-DISCRIMINATION STATEMENT
The Nerve Conduction Association (AAET) does not discriminate on the basis of age, sex, race, religion, national origin, marital status or handicapped condition.
ELIGIBILITY REQUIREMENTS

In addition to the eligibility requirements listed below it is recommended that the candidate:

- Has received education through an Accredited Neurodiagnostic Technology program and/or have at least six months experience involving training in both practical applications and theory directly related to Nerve Conduction Studies (NCS).
- Download and study from the AAET Handbook for Candidates.

Candidates are required to provide the following supporting documentation with submission of the AAET National Registry Examination for Nerve Conduction Studies. The application will allow for uploading of the necessary files:

1. AAET Attestation Statement signed by the supervising physician attesting that the technologist is not performing invasive (needle) examinations that the physician is responsible for interpreting data.

   OR

2. A copy of the certificate for the superseding active board certification which allows EMG and interpretation as stated by your state and regional guidelines.

   Along with:

   **Pathway 1:**

   One year experience and proof of performance of 100 patient encounters OR one year of experience and 30 AAET CEUs. For purposes of AAET registration, a patient encounter is defined at an individual patient visit. Use the AAET Patient Encounter form to submit documentation of patients.

   **Pathway 2:**

   NDT CAAHEP graduate and proof of performance if 100 patient encounters OR NDT CAAHEP graduate and 30 AAET CEUs.

   **Additional required documentation for all pathways:**

   - A copy of certification card for Basic Life Support (BLS) for the Healthcare Provider under the American Heart Association.
   - Complete and file the application for AAET National Registry Examination for Nerve Conduction Studies.
   - Pay $650 by credit card

A candidate may sit for the AAET R.NCS.T. examination after receiving confirmation of supporting documentation and payment.
THE REGISTRATION PROCESS

**REVIEW**
- Review the Handbook in its entirety

**APPLY**
- Apply and pay online at www.ptcny.com

**SCHEDULE**
- Receive the Scheduling Authorization email
- Make an appointment with Prometric

**PREPARE**
- Review Content Outline
- Review References

**TEST**
- Take the Examination
- PTC sends Score Reports to Candidates

Pass the examination to become an R.NCS.T
COMPLETION OF APPLICATION

Read and follow the directions on the application and in this handbook; all applications must be completed online. Candidates must complete the examination application in full, using your name exactly as it appears on your current government-issued photo ID such as a driver’s license or a passport. The completed application, with all documentation, can be submitted and paid for online at www.ptcny.com/test-sponsors/aaet.

Payment is due at the time of application. All applications will be reviewed for eligibility once payment is received. Candidates found to be ineligible or applications incomplete as of 21 days before the start of the chosen testing period will be refunded their examination fee minus a $50.00 processing fee.

Application Checklist
Candidates must check that the following documents are uploaded with their application:

✓ Patient Encounter Documentation Form
✓ Attestation completed and signed by supervising physician or a copy of the certificate for the superseding active board certification which allows EMG and interpretation as stated by state and regional guidelines
✓ CAAHEP accredited neurodiagnostics program diploma/END program certificate (if applicable)
✓ AAET CEUs (if applicable)
✓ Copy of current AHA BLS certification card

Please note: Applicants who are not approved to sit for the examination or whose applications are incomplete 21 days prior to the first day of the testing window will receive a refund of their application fee minus the $75 administrative fee. Refunds will be processed approximately 30 days after the end of the testing period.
EXAMINATION ADMINISTRATION AND SCHEDULING

The National Registration Examination for Nerve Conduction Studies is administered during an established two-week testing window on a daily basis, excluding holidays, at computer-based testing facilities managed by Prometric.

Scheduling Authorization

PTC will send approved candidates an email called the Scheduling Authorization. These emails are sent out about 11 weeks before the first day of the testing window. The emails come from notices@ptcny.com. Candidates cannot make an appointment until they receive a scheduling authorization. If you don’t receive your email 3 weeks before the start of your testing window contact PTC.

Scheduling Examination Appointments

The Scheduling Authorization will indicate how to schedule your examination appointment with Prometric as well as the dates during which testing is available. Appointment times are first-come, first-served, so schedule your appointment as soon as you receive your Scheduling Authorization in order to maximize your chance of testing at your preferred location and on your preferred date. Candidates who wait until the last minute run the risk of missing out on their preferred date, time, and testing center. Candidates unable to schedule an appointment will forfeit their fees.

After you make your test appointment, Prometric will send you a confirmation email with the date, time, and location of your exam. Please check this confirmation carefully for the correct date, time, and location. Contact Prometric at (800) 741-0934 if you do not receive this email confirmation or if there is a mistake with your appointment.

Note: International candidates may also schedule, reschedule, or cancel an appointment online at www.prometric.com/AAET.

IMPORTANT!

You MUST present your current driver’s license, passport, or U.S. military ID at the test center. Expired, temporary, or paper driver’s licenses will NOT be accepted.

The first and last name on your Scheduling Authorization MUST exactly match the first and last name on your photo ID.

Fees will not be refunded for exams missed because of invalid ID.
Rescheduling Examination Appointments within a Testing Period
Candidates are able to reschedule their examination appointments within the same testing period as long as the request is submitted within the timeframe described below. Reschedule within the permitted timeframe by calling or going to the Prometric website: www.prometric.com/AAET.

<table>
<thead>
<tr>
<th>Time Frame</th>
<th>Reschedule Permitted?</th>
<th>Stipulations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requests submitted 30 days or more before the original appointment</td>
<td>Yes</td>
<td>None</td>
</tr>
<tr>
<td>Requests submitted 29 to 5 days before the original appointment</td>
<td>Yes</td>
<td>Candidate must pay Prometric a rescheduling fee of $50.</td>
</tr>
<tr>
<td>Requests submitted less than 5 days before the original appointment</td>
<td>No</td>
<td>Candidates who do not arrive to test for their appointment will be considered a no-show and all their examinations fees will be forfeited. Candidates will need to reapply and pay full examination fees for a future testing period.</td>
</tr>
</tbody>
</table>

Transferring to a New Testing Period
Candidates unable to take the examination during their scheduled testing period may request a **ONE-TIME** transfer to a future testing period. **There is a transfer fee of $216.00.** After you have transferred once by paying the $216.00 fee, you will need to pay the examination fee of $650.00 in order to transfer a second time; so, **please plan carefully.**

**Please note:** requests to transfer to a new testing period must be received within 30 days of your originally scheduled testing period.

Candidates wishing to transfer to a new testing period need to follow the steps below.

2. Click “Start New Application.”
3. Choose AAET in the first drop-down menu; then choose the new examination period in the second drop down menu and fill out the rest of the information on the page.
4. Fill out the application making sure you answer yes to the question asking if you are transferring.
5. When you have finished the application, click “Submit Transfer Request.”
6. PTC Support will send you an email letting you know your transfer application was approved and that you can log back into your application and pay the one-time $216.00 transfer fee.
Call 212-356-0660 if you have any questions regarding the transfer process.

If candidates are unable to attend the examination on the date for which they registered and elect not to transfer to another testing period, the application will be closed and all fees will be forfeited. There will be no refund of fees.

The transfer fee is based on costs and is not punitive in nature. The transfer fee must be paid at the time the request is approved. The candidate is responsible for contacting Prometric and canceling the original examination appointment, if one was made.

**Exams may only be transferred to a new testing period once; please plan carefully.**

Please note: Transferring your Examination only refers to instances when a candidate is unable to take their exam during a testing period for which they have already applied. Candidates who did not pass their examination and are retaking the examination need to pay the full $650 Examination Fee.

**Failing to Report for an Examination**

⚠️ If you fail to report for an examination, you will forfeit all fees paid to take the examination. A completed application form and examination fee are required to reapply for the examination.
### EXAMINATION FEES

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
</table>
| Application Fee                              | US $650.00 | - Non-refundable\(^1\)  
- Non-transferable  
- Includes testing center fees  
- Includes non-refundable $75 administrative fee |
| Transfer Fee (Moving to a new testing window; see page 8) | US $216.00 | - Applies to candidates who need to move to a new testing period  
- Must submit new application & fee to PTC |
| Rescheduling Fee (29-5 days prior to scheduled appointment; see page 8) | US $50.00 | - Applies to candidates who need to move their appointment within their current testing period  
- Payable directly to Prometric  
- Reschedule with Prometric online or over the phone |

- There will be no refund of fees unless applicants are ineligible for the examination.
- Ineligible candidates will be refunded their fees minus an administrative fee.
- No refunds will be issued for applying for the incorrect examination or testing period, for failing to make an examination appointment, or for failing to appear at your scheduled appointment.

Please be advised: Prometric does not have the authority to grant transfers to another testing period or refunds.

\(^1\) Applicants who are ineligible to take the examination or whose applications are incomplete by the application deadline will have their examination fees returned minus an administrative fee.
TEST ACCOMMODATIONS

AAET and PTC support the intent of and comply with the Americans with Disabilities Act (ADA). PTC will take steps reasonably necessary to make certification accessible to persons with disabilities covered under the ADA. According to the ADA, an individual with a disability is a person who has a physical or mental impairment that substantially limits a major life activity (such as seeing, hearing, learning, reading, concentrating, walking) or a major bodily function (such as neurological, endocrine, or digestive system). The information you provide and any documentation regarding your disability and test accommodations will be held in strict confidence.

All approved testing accommodations must maintain the psychometric nature and security of the examination. Accommodations that fundamentally alter the nature or security of the exam will not be granted.

Testing arrangements may be made upon receipt of the Application, examination fee, and a completed and signed Request for Special Needs Accommodations Form, available from www.ptcny.com/ or by calling PTC at (212) 356-0660.

This Form must be uploaded with the online application. Candidates who do not submit their Test Accommodations Form with their application may not be able to test during their chosen testing period and therefore be subject to rescheduling or transfer fees.

Only those requests made and received on the official Request for Test Accommodations Form will be reviewed. Letters from doctors and other healthcare professionals must be accompanied by the official Form and will not be accepted without the Form. All requests must be made at the time of application. Accommodations cannot be added to an existing exam appointment.

Please note: do not go to www.prometric.com or contact Prometric to request test accommodations as Prometric is not authorized to approve accommodations. All requests for test accommodations must be submitted on the PTC Request Form.
PREPARING FOR THE EXAMINATION

- Check your government issued photo ID (driver’s license, passport or U.S. Military ID) when you make your examination appointment. Is it expired? Does the first and last name on your ID match the first and last name on your Scheduling Authorization email? Proctors at the Prometric testing center will refuse admission to candidates with expired IDs, IDs with names that do not match their records, and temporary paper IDs. Candidates will be marked as no-shows and will forfeit their exam fees.

- Check your PTC Scheduling Authorization email and Appointment Confirmation email from Prometric to make sure everything is accurate (i.e. your name, exam name, appointment date, time and location).

- Make yourself familiar with the location of your chosen testing site and any requirements they may have for parking and check the weather and traffic conditions before you leave for the testing center. Make sure you give yourself plenty of time to arrive as late arrival may prevent you from testing.

- In the event of inclement weather, check the Prometric website for site closures: https://www.prometric.com/closures.

- Prometric’s website provides information on what you can expect on your test day, including a walkthrough of check in and security procedures: https://www.prometric.com/test-center-security.

- This Handbook provides the Content Outline for the Examination (see appendix). Use these to help you start studying for the examination.

- Review What to Expect at the Test Center and Rules for the Examination on the next pages before your appointment.
WHAT TO EXPECT AT THE TESTING CENTER

PTC has partnered with Prometric Testing Centers to deliver examinations to candidates. Here is what you can expect when you arrive at your Prometric Testing Center.

- **Candidate Check-In**
  - Candidates will be asked to present their IDs
  - Candidates will be asked to empty and turn out their pockets
  - Candidates will be “wanded” or asked to walk through a metal detector
  - Inspection of eyeglasses, jewelry, and other accessories will be conducted. Jewelry other than wedding and engagement rings is prohibited.
  - Religious headwear may be worn into the testing room; however, it may be subject to inspection by a testing center administrator before entry into the testing room is permitted.
  - Prometric provides lockers for candidates to store their purses, mobile phones, jackets, food, drinks and medical supplies.

- **During the Exam**
  - No breaks are scheduled during the exam. Candidates who must leave the testing room to take a break will not be given extra time on the exam
  - Candidates are only permitted to leave the testing room to use the restroom or access food, drink or medicine from their assigned locker.
  - Candidates who take an unscheduled break are subject to additional security screenings before being permitted to reenter the testing room
  - Accessing mobile phones, study materials, or anything other than food, drink or medicine/personal healthcare items during the examination is prohibited
  - Smoking is prohibited at the testing center
  - All examinations are monitored and may be recorded in both audio and video format.

Please keep in mind: other exams will be administered at the same time as your examination. Therefore, examinees may hear ambient noises such as typing, coughing, or people entering and exiting the testing room that cannot be avoided. Prometric is unable to provide a completely noise-free environment. However, headphones may be requested to minimize impact. Proctors will periodically walk through the testing room as part of the monitoring of the candidates testing.

Please see [Prometric’s website](#) for more information about what to expect on testing day.
RULES FOR THE EXAMINATION

Please read the information below carefully. You are responsible for adhering to the examination rules while at the testing center.

⇒ You must present your current driver’s license, passport, or US Military ID at the testing center. Candidates without valid ID will NOT be permitted to test. Temporary or paper copies of your ID will not be accepted.

⇒ Cell phones, watches, and all other electronic devices are strictly prohibited at the testing center. Please leave these items in your car or in your assigned locker at the testing center. You may NOT access your cell phone, electronic devices, or study materials from your locker at any time.

⇒ No papers, books, or reference materials may be accessed during a break at a locker, taken into or removed from the testing room.

⇒ You may ONLY access snacks, drinks, medicines, or personal healthcare items from your locker.

⇒ No questions concerning content of the examination may be asked during the examination session. The candidate should read carefully the directions that are provided on screen at the beginning of the examination session.

⇒ Candidates are prohibited from leaving the testing room while their examination is in session, except for going to the restroom, or accessing their locker for food, drink or medicine/personal healthcare items only.

⇒ Bulky clothing, such as sweatshirts (hoodies), jackets, coats, and hats (except hats worn for religious reasons), and most types of jewelry may not be worn while taking the examination. Proctors will ask you to remove such items and place them in your locker. Please see Prometric’s statement on Test Center Security for more information.

⇒ All watches and “Fitbit” type devices cannot be worn during the examination.

⇒ No food/beverages are permitted inside the testing room. Leave these items in your assigned locker.

Contact PTC at (212) 356-0660 or www.ptcny.com/contact with any questions about the Examination Rules.

Irregular or improper behavior that is observed, made apparent by statistical analysis, or uncovered by other means before, during or after the examination will be considered a violation of these rules and may constitute grounds for invalidation of a candidate’s examination. AAET will initiate an investigation and request suitable analyses and appropriate documentation.
TESTING CONDITIONS OR EXAMINATION FEEDBACK

Any candidate who feels that the examination effort was negatively impacted by the test center conditions should notify the proctor immediately. The situation should also be reported to PTC at www.ptcny.com/contact within 15 business days of the test appointment. Any comments about the test itself should also be reported to PTC at www.ptcny.com/contact within 15 business days of the test appointment.

REPORT OF RESULTS

At the end of the examination, candidates will receive information on how to receive their unofficial test score report. Candidates are not eligible to use the R.NCS.T. credential until their official score is received. Candidates will be notified via email by PTC approximately four weeks after the end of the examination period whether they have officially passed or failed the examination. This is necessary to allow for the psychometric review and administrative time required to ensure accurate and reliable scores. Scores on the major areas of the examination and on the total examination will also be reported. Successful candidates will also receive certificates from AAET.

REQUESTING A HANSCORE

Candidates who fail the examination may request a hand scoring of their data file. Hand scoring is a manual check of the data file by the testing service to determine if there have been any errors in scoring. Although the probability of such an error is extremely remote, this service is available. Requests for hand scoring must be received by PTC no later than 90 days after the date of the examination by completing and returning the Request of Handscore form on www.ptcny.com with payment of $25. Candidates who fail the examination will not be permitted to see the examination questions. For reasons of test security, no candidate is allowed to review the examination or any of its items.

To ensure correct reporting of results, PTC automatically performs handscors of examinations of candidates who score within 3 points of passing as a quality control measure. Thus, it is extremely doubtful that any examination results will change from “fail” to “pass” through handscoring.

CONFIDENTIALITY OF EXAMINATION SCORES

AAET will release the individual test scores ONLY to the individual candidate. Any questions concerning test results should be referred to AAET or PTC.

REEXAMINATION

The National Registry Examination for Nerve Conduction Studies may be taken as often as desired, upon filing of a new Application and fee. There is no limit to the number of times the examination may be repeated.
ATTAINMENT OF REGISTRATION

Candidates who pass the Registry Examination for Nerve Conduction Studies will be authorized to use the designation R.NCS.T.

REVOCATION OF REGISTRATION

Registration will be revoked for either of the following reasons:

1. Falsification of Application.
3. Failure to complete and submit the required continuing education for recertification.

AAET provides an appeal mechanism for any action taken in this regard. It is the responsibility of the individual to initiate this process.

RECERTIFICATION

Each R.NCS.T. must either retake and pass the written examination or submit documentation of continuing education totaling a minimum of 30 hours directly related to NCS or neuromuscular diseases over the five (5) year period. Technologists must keep records with proof of attendance. When a technologist fails to renew his/her credential, the credential expires and the technologist is unable to legally claim certification. Recertification policies can be found by navigating to the recertification tab at www.aaet.info or e-mailing aaet-cerc@aaet.info.

CONTENT OF THE EXAMINATION

The AAET National Registry Examination for Nerve Conduction Studies is a computer-based examination composed of a maximum of 250 multiple-choice, objective questions with a total testing time of four (4) hours. The content for the examination is described in the Content Outline on the next page.

The questions for the examination are obtained from individuals with expertise in electrodiagnostic technology and are reviewed for construction, accuracy, and appropriateness by the AAET.

AAET, with the advice and assistance of the Professional Testing Corporation, prepares the examination.

The AAET National Registry Examination for Nerve Conduction Studies will be weighted in approximately the following manner:

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Physiology and Anatomy</td>
<td>20%</td>
</tr>
<tr>
<td>II</td>
<td>PRINCIPLES OF NCS</td>
<td></td>
</tr>
<tr>
<td>II.</td>
<td>Basic Electronics, Instrumentation and Stimulation</td>
<td>5%</td>
</tr>
<tr>
<td>III.</td>
<td>Nerve Conduction Velocity Concepts and Wallerian Degeneration</td>
<td>10%</td>
</tr>
<tr>
<td>IV.</td>
<td>STIMULATION &amp; RECORDING PRINCIPLES</td>
<td></td>
</tr>
<tr>
<td>IV.</td>
<td>Late Responses and Blink Reflex</td>
<td>5%</td>
</tr>
<tr>
<td>V.</td>
<td>Neuromuscular Junction Transmission &amp; Repetitive Nerve Stimulation Studies</td>
<td>13%</td>
</tr>
<tr>
<td>VI.</td>
<td>Peripheral Nerves, Case Studies &amp; Electrode Placement/Practical Application</td>
<td>35%</td>
</tr>
<tr>
<td>VII.</td>
<td>Technical Considerations, Anomalies and Safety</td>
<td>12%</td>
</tr>
</tbody>
</table>
I. PHYSIOLOGY AND ANATOMY
A. Basic Physiology
   1. Basics
   2. Physiologic Principles of Resting Potentials and Action Potentials
      a. Resting Potentials
         1. Cell Membrane Physiology
         2. All or None Response
         3. Depolarization
         4. Repolarization
         5. Hyperpolarization
         6. Refractory Period
      b. Propagation of Action Potentials
         1. Saltatory Conduction
            a. Schwann Cells
            b. Node of Ranvier—Internodal Length
            c. Sodium Potassium Pump
         2. Myelinated Axons—Degree of Myelination
         3. Unmyelinated Axons
B. Nerve Physiology
   1. Peripheral Nerve Anatomy
      a. Fascicles
      b. Connective Tissues (epineurium, perineurium, endoneurium)
      c. Fiber Types
   2. Cell Body Location of Motor and Sensory Axons
      a. Dorsal Root Ganglion
      b. Anterior Horn Cell
C. Muscle Physiology
   1. Structure
      a. Myofibril
      b. Sarcomere
      c. H, A, I, and Z Bands
   2. Mechanism of Contraction
      a. Myosin Filaments
      b. Actin Filaments
      c. Calcium
      d. Sarcoplasmic Reticulum—T Tubules
D. Plexus
   1. Spinal Roots
   2. Dorsal and Ventral Roots/Rami
   3. Plexus
      a. Brachial Plexus
      b. Lumbosacral Plexus

PRINCIPLES OF NCS

II. BASIC ELECTRONICS, INSTRUMENTATION, & STIMULATION
A. Basic Electronics
   1. Ohm’s Law
   2. Circuit Theory—AC&DC Current & Resistors
B. Instrumentation
   1. Averaging
   2. Filtering Effects
   3. Phase Cancellation
   4. Amplifiers (CMRR—Input Impedance—Differential Amplifier
C. Equipment Parameters
   1. Filters
   2. Sweep Speed/Timebase
   3. Gain/Sensitivity
   4. Cursor Placement
D. Stimulation
   1. Stimulators—Constant Current/Voltage
   2. Parameters
      a. Intensity
      b. Duration
      c. Polarity
         1. Cathode
         2. Anode
   3. Concepts and Pitfalls
      a. Anodal Black
      b. Volume Conduction
      c. Artifact
      d. Supramaximal Stimulation

III. NERVE CONDUCTION VELOCITY CONCEPTS AND WALLERIAN DEGENERATION
A. Nerve Conduction
   1. Anatomy
      a. Pre and Post Ganglionic Lesions
         1. Localization
         2. Effects
      b. Nerve Conduction Studies
         1. Focal Lesions
         2. Conduction Block
         3. Diffuse Processes
         4. Multifocal Disorders
         5. Demyelination
         6. Axonal Loss
         7. Temporal Dispersion
2. Waveform Evaluation  
   a. Nerve Conduction Parameters  
      1. Latency  
      2. Amplitude  
      3. Conduction Velocity  
      4. Area  
      5. Duration  
      6. Rise Time  
   b. Normal Values  
3. Pediatric Nerve Conduction  
B. Wallerian Degeneration  
   1. Neurapraxia  
   2. Axonotmesis  
   3. Neurotmesis  

STIMULATION & RECORDING PRINCIPLES  

IV. LATE RESPONSES AND BLINK REFLEX  
A. F Waves  
   1. Origin  
   2. Technical and Clinical Applications  
   3. Relationship to M wave and Habituation  
B. H Reflexes  
   1. Origin  
   2. Technical and Clinical Applications  
   3. Relationship to M wave and Habituation  
C. A Waves  
D. Blink Reflex  
   1. Origin  
   2. Technical and Clinical Applications  
   3. R1, R2, Contralateral R2  

V. NEUROMUSCULAR JUNCTION TRANSMISSION AND REPETITIVE NERVE STIMULATIONS STUDIES  
A. Neuromuscular Junction  
   1. Physiology/Anatomy  
   2. Presynaptic Disorders  
      a. Lambert-Eaton Syndrome  
      b. Botulism  
   3. Postsynaptic Disorders—Myasthenia Gravis  
B. Performing Repetitive Nerve Stimulation Studies  
   1. Technical Setup  
      a. Electrode Stabilization  
      b. Stimulation Parameters  
   2. Post Activation Evaluation  
   a. Facilitation  
   b. Exhaustion  
   c. Pseudofacilitation  

VI. PERIPHERAL NERVES, CASE STUDIES, & ELECTRODE PLACEMENT/PRACTICAL APPLICATION  
A. Neuroanatomy  
   1. Upper Extremity  
      a. Median Nerve  
      1. Median Motor Nerve  
      2. Median Sensory Nerve  
      3. Anterior Interosseous  
      4. Palmar Cutaneous Branch  
      b. Ulnar Nerve  
      1. Ulnar Motor Nerve  
      2. Ulnar Sensory Nerve  
      3. Dorsal Ulnar Cutaneous  
      4. Medial Antebrachial Cutaneous  
      5. Palmar Cutaneous Branch  
      c. Radial Nerve  
      1. Radial Motor Nerve  
      2. Posterior Interosseous Nerve  
      3. Superficial Radial Nerve  
   2. Lower Extremity  
      a. Saphenous Nerve  
      b. Femoral Nerve  
      c. Lateral Femoral Cutaneous  
      d. Sciatic Nerve  
      1. Common Peroneal (Fibular)  
      a. Deep  
      b. Superficial  
      2. Tibial Nerve  
      a. Medial Plantar Nerve  
      b. Lateral Plantar Nerve  
      3. Sural Nerve  
   3. Cranial Nerves I—XII  
      a. Innervations  
      b. Cutaneous Sensation  
      c. Facial Nerve  
      d. Trigeminal Nerve  
      e. Accessory Nerve  
   4. Other Nerves  
      a. Phrenic  
      b. Suprascapular  
      c. Long Thoracic  
      d. Axillary
B. Clinical Syndromes
   1. Motor Neuron
      a. Multifocal Motor Neuropathy with Conduction Block
      b. Amyotrophic Lateral Sclerosis
      c. Other (Polioymyelitis, Spinal Muscular Atrophy)
   2. Dorsal Root Ganglion Disorders/Sensory Neuropathies
   3. Root
      a. Radiculopathy
      b. Polyradiculopathy
      c. Root Avulsion
   4. Plexus Lesions
      a. Erb’s Palsy
      b. Neurogenic Thoracic Outlet Syndrome
      c. Parsonage Turner
   5. Mononeuropathies
      a. Median at the Wrist (Carpel Tunnel)
      b. Ulnar at the Elbow
      c. Ulnar of Guyons Canal
      d. Radial Nerve (Saturday Night Palsy)
      e. Mononeuropathy Multiplex
      f. Tibial at the Ankle (Tarsal Tunnel)
      g. Peroneal at Fibular Head
   6. Polyneuropathies
      a. Hereditary (Charcot Marie Tooth)
      b. Acquired
         1. Acute Inflammatory Demyelinating Polyneuropathy (AIDP)
         2. Chronic Inflammatory Demyelinating Polyneuropathy (CIDP)
      c. Other (Toxic, Metabolic, Infectious, etc.)
   7. Muscle Disorders

VII. TECHNICAL CONSIDERATIONS, ANOMALIES, AND SAFETY

A. Physiologic Factors
   1. Temperature
      a. Effects on Latency, Velocity, and Amplitude
      b. Effects on Repetitive Stimulation Factors
      c. Warming Methods
   2. Age
   3. Height
   4. Anomalous Innervation
      a. Martin Gruber Anastomosis
         1. Hypothenar (ADM)
         2. First Dorsal Interosseous
         3. Thenar (APB)
      b. Richie Cannieu Anastomosis
      c. Accessory Peroneal
   B. Technical Factors
      1. Electrode Size
      2. Electrode Polarity
      3. Distance of Reference
      4. Electrode Placement
      5. Electrode Impedance
      6. Measuring Errors
      7. Limb Position
      8. Antidromic vs. Orthodromic
      9. Troubleshooting Abnormal NCS Findings
   C. Safety Factors
      1. Infection Control Guidelines
         a. Transmissible Disease/Standard (Universal) Precautions
         b. Disinfection
      2. Electrical Safety
         a. Equipment
         b. Leakage Current
         c. Electrically Sensitive Patients
      3. Practice Compliance
         a. HIPAA
         b. OSHA
CODE OF ETHICS
The Code of Ethics of The Nerve Conduction Association

As a Member of The Nerve Conduction Association, I subscribe to this Code of Ethics.

1. In my work I will act in a manner so as to merit the respect of my patients, my colleagues, and/or my fellow AAET Members.

2. I will not work outside my scope of practice and will adhere to the state or regulatory guidelines for which I am employed.

3. I will maintain confidentiality as defined by Health Insurance Portability and Accountability Act (HIPAA) regarding any patient information.

4. I will treat all patients with the utmost respect and courtesy, regardless of their sex, race, creed, or the nature of their presenting disease.

5. I will strive to achieve excellence and maintain competence in my work, and to assist and encourage other technologists to do the same.

I understand that by becoming a R.NCS.T. and/or member of AAET I am bound by this Code of Ethics. I will abide by the rules and regulations as set forth by the Board of Directors of The Nerve Conduction Association. I understand that my membership may be revoked if I am found to be in violation of this code.
SAMPLE EXAMINATION QUESTIONS

In the following questions, choose the one best answer.

1. If a patient presents with possible upper trunk plexopathy, changes in which of the following diagnostic studies would most likely support a diagnosis of a lesion at this level?
   1. Median and ulnar sensory studies
   2. Median motor and ulnar sensory studies
   3. Ulnar and radial sensory studies and ulnar F wave studies
   4. Radial, median, and lateral antebrachial cutaneous sensory studies

2. The ulnar nerve is derived from which of the following roots and brachial plexus components?
   1. C6, 7; lower trunk; medial cord
   2. C7, 8, T1; lower trunk; posterior cord
   3. C8, T1; lower trunk; medial cord
   4. C8, T1; lower trunk; lateral cord

3. Preganglionic injury (proximal to the dorsal root ganglion) results in Wallerian degeneration to the
   1. motor axons only.
   2. sensory axons only.
   3. both motor and sensory axons.
   4. neither motor nor sensory axons.

4. If an individual referred for nerve conduction studies has a complete lesion of the femoral nerve immediately distal to the dorsal root ganglion, the H reflex studies would be expected to be
   1. absent.
   2. delayed.
   3. reduced.
   4. unaffected.

5. The distal onset latency on a median motor study is 3.4ms and the proximal latency is 7.4ms. If the distance between the two sites is 226mm, what is the conduction velocity of this segment?
   1. 32m/sec
   2. 57m/sec
   3. 66m/sec
   4. 77m/sec

(Continued on the next page)
6. What nerve conduction study is being performed in the photograph below?

1. Median sensory antidromic
2. Ulnar sensory antidromic
3. Median sensory orthodromic
4. Ulnar sensory orthodromic

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Q</td>
<td>A</td>
</tr>
<tr>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>6</td>
<td>2</td>
</tr>
</tbody>
</table>
REFERENCES

The following references may be of some help in preparing for the examination. The list does not attempt to include all acceptable references nor is it suggested that the examination questions are necessarily based on these references.

<table>
<thead>
<tr>
<th>Author(s)</th>
<th>Title and Edition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liveson, Jay A; Ma, Dong M.</td>
<td>Laboratory Reference for Clinical Neurophysiology. 1992.</td>
</tr>
</tbody>
</table>
R. NCS.T. EXAMINATION ATTESTATION STATEMENT

Candidate Name: ____________________________________________________

Address: __________________________________________________________
_____________________________________________________
_____________________________________________________

E-mail Address: _____________________________________________________

SUPERVISING PHYSICIAN

• I attest that the above named candidate: (check all that apply)

☐ has undergone on-the-job training in NCS under my direction.

☐ is not performing invasive (needle) examination and that as the supervising physician, I am responsible for interpreting the data obtained in NCS and needle EMG testing.

☐ has satisfactorily completed the 100 patient encounters documented on the ‘submitted cases sheet’.

☐ is competent in NCS testing and ready to sit for the R. NCS. T board examination.

☐ has graduated from a CAAHEP accredited neurodiagnostics/END program OR has one year experience

Signature: ___________________________________ Name: ________________________________

Email: ___________________________________________ Date: ________________________________

(for use by AAET to confirm or clarify candidate information.)
R.NCS.T. APPLICATION
NCS Patient Encounter Documentation Form

A patient encounter is defined as an individual patient visit. No more than 12 encounter per day; only encounters within three (3) years of application date will be accepted. Present cases in chronological order.

Candidate: ___________________________ Employer: ___________________________

Dates of studies: ____________ through ________________

<table>
<thead>
<tr>
<th>#</th>
<th>DATE</th>
<th>PATIENT Referral (Mononeuropathy, Radiculopathy, MND, NMJD, Plexopathy, etc.)</th>
<th>SUPERVISING MD</th>
<th>NORMAL OR ABNORMAL?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>