

# Hearing Aid Fitter/Dealer

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Study Guide

Assessments:  
9904 Hearing Aid Fitter/Dealer



OKLAHOMA  
State Department  
of Health



OKLAHOMA  
CareerTech

CTTC

CareerTech Testing Center  
Health and Professional Certifications Project

## Overview

This study guide is designed to help candidates prepare for licensure through the Oklahoma State Department of Health – Consumer Health Service Division. It includes information about each of the examinations, and the skills standards upon which the examinations are based, resources that can be used to prepare for the examinations, and test taking strategies.

Each of the sections in this guide provides useful information for candidates preparing for the examinations.

- Hearing Aid Fitter/Dealer
  - ▶ Assessment Information
  - ▶ Standards and Test Content
  - ▶ Test Writing Resources
- Strategies for Test Taking Success
- Notes

This assessment was developed in partnership with the Oklahoma State Department of Health, which regulates the licensing of hearing aid dealers and fitters that will engage in practices used for the purpose of selection, adaptation and sale of hearing aids including direct observation of the ear together with the counseling and instruction pertaining thereto, the testing of human hearing for these purposes and the making of impressions for ear molds. Each examination measures the candidate's mastery of knowledge and skills expected of workers in the area of licensure.

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## **CareerTech and Licensure Exams**

Career and technology education uses industry professionals and certification standards to identify the knowledge and skills needed to master an occupation. This input provides the foundation for development of curriculum, assessments and other instructional materials needed to prepare candidates for wealth-generating occupations and produce comprehensively trained, highly skilled employees demanded by the work force.

### **Measuring Success**

Certification assessments provide a means of evaluating the candidate's mastery of knowledge and skills. Coaching reports communicate assessment scores to candidates and provide a breakdown of assessment results. The coaching report also shows how well the candidate has mastered skills needed to perform major job functions and identifies areas of job responsibility that may require additional instruction and/or training.

## Assessment Information

### How are the assessments developed?

The assessments are developed by the CareerTech Testing Center in partnership with the Oklahoma State Department of Health. Items for the exams were developed and reviewed by committees of subject matter experts within each of the licensure areas. All subject matter experts are professionals who have many years of experience in the industry.

### How do I register for an exam?

Candidates for licensure can take an exam in-person. A list of testing centers and their contact information can be found at **www.okhcp.com** under the Hearing Aid Fitter/Dealer tab.

Candidates will be required to show one of the following forms of photo identification:

1. valid, current driver's license issued by any state in the United States, or
2. valid, current state of Oklahoma identification card

Identification cards issued by other states or entities **will not** be accepted. Candidate must provide an original testing authorization letter from OSDH.

### What do the examinations cover?

Each examination is aligned to the skills standards for that licensure area. The standards for each licensure area are contained in this study guide.

### What is required to pass the exam?

Candidates who score 70% or higher on the written examination and meet all licensure requirements will be issued a license by the Oklahoma State Department of Health.

### Are the exams timed?

Yes. The exam is 2 hours. If the time allowed expires before the candidate is finished with the examination, the examination will automatically be submitted for scoring and all unanswered questions will be marked incorrect.

### Can candidates use a calculator on the exam?

Yes, calculators may be used on these exams. If a calculator is needed, it will be provided by the testing center or through the assessment navigator within the exam.

### What is the testing fee for written examinations?

Candidates must pay all testing fees to the test site upon registration. The current testing fees for the exams are located on the website at **www.okhcp.com** under the Hearing Aid Fitter/Dealer tab.

### When will I receive my results?

Candidates will receive their results immediately upon completion of the testing.

### Can candidates retake an exam?

Candidates who do not pass the written examination may retest. The candidate must apply for a retest letter from the licensing agency.

## Standards and Test Content

### 9904 Hearing Aid Fitter/Dealer 105 questions — 2 hour time limit

- Duty A: Anatomy and Function — 21% (21 questions)**
- Duty B: Disorders — 15% (16 questions)**
- Duty C: Acoustics — 8% (8 questions)**
- Duty D: Testing Processes — 17% (18 questions)**
- Duty E: Hearing Instruments — 33% (35 questions)**
- Duty F: Fitting Rationale – Processes and Procedures — 3% (4 questions)**
- Duty G: Disease and Infection Control — 1% (1 question)**
- Duty H: HIPPA — 2% (2 questions)**



# Testing Policies

## Handling of Examination Materials

All examination materials are the copyrighted property. Distribution of examination content or materials through any form of unauthorized reproduction or through oral or written communication is strictly prohibited. Individuals/entities that compromise the security of testing materials will be held responsible for the expense of developing replacement materials.

## Security/Cheating

If a candidate is caught cheating during the examination, testing will stop immediately. The candidate will receive a failing result and the incident will be reported to the Oklahoma State Department of Health for review. Testing fees will not be refunded and the candidate will not be able to test without a letter of approval from the OSDH. Each HPCP Test Center reserves the right to monitor and record all testing using audio, visual, and electronic devices.

## Testing Accommodations

Requests to accommodate special needs during testing (i.e. oral test administration, special seating arrangements) must be made at the time of registration by completing the HPCP Form, Request for Testing Accommodations. Acceptable accommodations are determined by the OSDH.

## Electronic Devices

Cellular phones or other electronic devices are not permitted and must be turned off during testing. Use of electronic devices during testing will be considered cheating and will be handled accordingly.

## Study Aids

Only allowed resources listed in this study guide are permitted. Personal belongings brought into the testing area will be collected by testing personnel and returned when the examination has been completed. The HPCP test center is not responsible for lost or misplaced items.

## Translation

All examinations will be administered in English. Translators, translation devices, or translation dictionaries may not be used during the examination.

## **Eating/Drinking/Smoking**

Candidates are not permitted to eat, drink, or smoke during the examination.

## **Misconduct**

Candidates causing a disturbance of any kind or engaging in any kind of misconduct will be dismissed from the examination and reported to the Oklahoma State Department of Health for disciplinary measures.

## **Guests/Visitors**

No guests, visitors, pets or children are allowed at the testing site.

## **Use of Restrooms**

Candidates must obtain permission from the written test proctor to use the restroom during testing. All testing materials will be collected from the candidate. No additional testing time will be granted.

## Test Taking Strategies

This section of the study guide contains valuable information for testing success and provides a common-sense approach for preparing for and performing well on any test.

### General Testing Advice

1. Get a good night's rest the night before the test – eight hours of sleep is recommended.
2. Avoid junk food and “eat right” several days before the test.
3. Do not drink a lot or eat a large meal prior to testing.
4. Be confident in your knowledge and skills!
5. Relax and try to ignore distractions during the test.
6. Focus on the task at hand — taking the test and doing your best!
7. Listen carefully to the instructions provided by the exam proctor. If the instructions are not clear, ask for clarification.

### Testing Tips

1. Read the entire question before attempting to answer it.
2. Try to answer the question before reading the choices. Then, read the choices to determine if one matches, or is similar to your answer.
3. Do not change your answer unless you misread the question or are certain that your first answer is incorrect.
4. Answer questions you know first, so you can spend additional time on the more difficult questions.
5. Check to make sure you have answered every question before you submit the assessment for scoring — unanswered questions are marked incorrect.







