NCCSA Candidate Information Security Policy

Examination security and confidentiality of all examination materials and data are of utmost concern during every phase of development administration and storage. The testing center strictly enforces examination security.

The testing company maintains an item bank for the NCCSA that is secure and is maintained within their database with indefinite retention. In addition, candidate data and pass/fail statistics are also maintained in their database.

Internally, the following records are maintained as a paper file and are also stored electronically within the NCCSA database:

Candidate application

- Proof of graduation from a NCCSA recognized surgical assistant program
- Copy of payment

The most advanced information technology security measures are in place to prevent undue access to candidate records, both internally and within the testing company database.

If a potential employer requests proof of certification for a practitioner, and the NCCSA does not find such proof either internally or within the database of the testing company, then the practitioner is asked to provide the certificate issued for certification and the number issued along with the certificate. This policy is in place to prevent the proliferation of fraudulent credentials and to protect the patient.