Establishing Content Validity for HPCC Examinations

Subject Matter Experts

1. Role Delineation Study

**DIMENSIONS OF JOB**
Identify Tasks and/or Knowledge, Skills, and Abilities; Identify Broad Knowledge Domains (Content Categories), Create Task Inventory (Survey)

2. Role Delineation Study

**VERIFICATION BY PRACTITIONERS**
Survey for Practitioners to Rate Tasks for Significance, Frequency, or Importance

3. Role Delineation Study

**INVENTORY ANALYSIS**
Analysis of Task Ratings for Whole Group and Subgroups; Analysis of Cognitive Complexity of Tasks

4. Examination Specifications

**DETAILED CONTENT OUTLINE**
Documentation of Number of Items for Examination and Item Format

5. Examination Development

**EXAMINATION**
Draft and Final Examination Forms

Documents

Job Descriptions
Performance Appraisals
Training Materials
Journal Articles
Reference Books
National Database Networks

Subject Matter Expert (SME) Interviews, Written Task Logs, Advisory Committee Review

Pilot Test, Revise, Send Task Inventory to Practitioners (i.e., those practicing in the role)

Analyze Demographic Information, Identify Tasks Retained for Testing

Determine Percentage of Items Needed in Each Category

Train Item Writers, Write Examination Items, Unanimous Approval of Items and Final Examination Forms