

American Board of Clinical Neuropsychology (ABCN) Subspecialty Certification in Pediatric Clinical Neuropsychology Frequently Asked Questions (FAQs)

NOTE: Application for the Subspecialty credential is currently an option only for those who have already obtained ABCN Specialty Board Certification in Clinical Neuropsychology.

If there is now a Subspecialty Certification in Pediatric Clinical Neuropsychology, is the ABCN Parent Board credential now for Adult Clinical Neuropsychology?

No. ABCN board certification in Clinical Neuropsychology remains exactly what it has always been, a multi-step credentialing process for those practicing across the lifespan. The Pediatric Subspecialty Credential is a voluntary added credential for those that wish to demonstrate their focused interest in pediatric populations. In no way does the new credential change the intent or meaning of the parent credential.

Can I apply for Subspecialty Certification in Pediatric Clinical Neuropsychology at the same time as the Clinical Neuropsychology Specialization?

No. You must first obtain ABCN board certification in Clinical Neuropsychology. Once you have achieved this, then you may apply for Subspecialty Certification in Pediatric Clinical Neuropsychology.

What steps are required to obtain the Pediatric Subspecialty Credential?

Once ABCN Board Certification in Clinical Neuropsychology is obtained, there are 3 steps that lead to ABCN Subspecialty Certification in Pediatric Clinical Neuropsychology:

- 1) Completion of the Subspecialty Credential Application
- 2) Passing a 30-item Written Examination offered in June at the annual meeting of the American Academy of Clinical Neuropsychology (AACN)
- 3) Submission of 1 clinical case (with a 3-page Supplement) for Practice Sample review

How much does it cost to apply for the Subspecialty Certification in Pediatric Clinical Neuropsychology?

There is no fee for Application/Credential Review.

The Written Examination fee is \$125.

The Practice Sample submission fee is \$250.

Where can I find the application?

Applications can be accessed directly [here](#). The application form can also be found on the [ABCN website](#) by selecting "Pediatric Subspecialty" from the drop-down menu and clicking "Subspecialty Application."

The Subspecialty Credential Application requires that I attest to the fact that “I have maintained a pediatric subspecialty practice in the two years prior to my application for this credential”. If in the past two years my pediatric practice has been less than my adult practice, will I still qualify?

For the Credentials Committee to determine eligibility, you should provide evidence in your application and CV of your pediatric clinical practice over time, highlighting those times when your pediatric practice was more substantial. Alternatively, you can provide evidence of current pediatric-specific research, scholarly writing, or clinical supervision/training. Applications that do not clearly meet subspecialty practice criteria will require more careful review and may be deferred to determine if any additional documentation is required.

Where should I submit my Subspecialty Credential Application?

The application should be sent to the ABPP Central Office: office@abpp.org

To whom should letters of recommendation be sent?

The required two letters of recommendation should be sent directly and confidentially from the endorser to the American Board of Professional Psychology (ABPP) Central Office: office@abpp.org

If one (or more) of my letters of recommendation for Specialization in Clinical Neuropsychology was provided by a pediatric neuropsychologist, can I use the exact same letter(s) as part of my application for Subspecialty Certification in Pediatric Clinical Neuropsychology?

No. New letters must be provided for application for Subspecialty Certification in Pediatric Clinical Neuropsychology, although a letter of recommendation may come from the same person who provided a previous letter. The letters of recommendation for Subspecialty Certification in Pediatric Clinical Neuropsychology should specifically address your qualifications for practice as a pediatric neuropsychologist. Additionally, letters of recommendation for the Subspecialty should be written in close proximity in time to your initial application for the Subspecialty.

Does one need to wait until passing the subspecialty credential review to register for the Written Examination?

Yes. Submission of an application and credential review are the first steps in the Subspecialty Examination process. ABPP Central Office will process applications as quickly as possible, but credential reviews can only proceed once the full application file (application form **and** letters of recommendation) are received. ABPP will provide periodic status updates, but you should contact Central Office staff (office@abpp.org) for an update if you have not heard back in a reasonable amount of time.

When and where will the Written Examination be held?

The subspecialty Written Examination will be held at the annual AACN meeting in June. Further details will be provided when candidates register for the examination.

What is the content of the Written Examination?

The Written Examination consists of 30 multiple-choice questions covering the science and practice of pediatric neuropsychology. Topics may include: neurodevelopment, functional neuroanatomy, pediatric clinical syndromes, childhood psychopathology, specialized neuropsychological assessment techniques, research methodology in pediatric populations, developmental psychology, family systems, genetics, cultural diversity, ethical and legal issues in pediatric neuropsychological practice, consultation, and intervention strategies.

Is a 30-item examination sufficient for a subspecialty credential?

In effect, a successful candidate will have taken a 130-item examination: 100 items on the parent Written Examination that covered broad areas of knowledge and skill competency for practice across the lifespan (including foundational issues related to general pediatric practice) and this additional 30-item Written Examination with content focused on more in-depth issues related to subspecialty pediatric practice.

How is the Written Examination passing score determined?

The subspecialty Written Examination cut score was derived from psychometric analyses of an initial calibration examination administered in June 2014 to 127 pediatric neuropsychologists who passed the Pediatric Subspecialty credential review process.

Will I receive notification of my Written Examination score?

Yes. Candidates will receive exam score notification and instructions on how to proceed in the subspecialization process.

How many times can I take the Subspecialty Written Examination?

The subspecialty Written Examination may be taken no more than three times within a single candidacy window. Candidates who do not pass the Written Examination after three attempts, or prior to the end of their candidacy window, must re-apply and restart the process from the beginning with associated fees.

What is required for Practice Sample submission?

Practice Sample submission requires:

- 1) One case report of a patient age 16 years or younger,
- 2) Raw data for the case, and
- 3) A maximum 3-page Supplemental Statement.

The Practice Sample case must be an example of the candidate's own work product, without editing or advising by another individual or parts completed by a student or trainee. It may be the same case that you submitted for the ABCN parent examination if you are satisfied it is an excellent example of your current expertise. However, note that review methods and criteria differ between the parent and subspecialty examinations such that a Practice Sample case that was considered sufficient as one of two cases submitted for the parent examination may not meet full criteria as a single Practice Sample for the subspecialty examination. In selecting a subspecialty Practice Sample case, candidates are strongly encouraged to choose a case from the preceding two years in order to highlight their current practice and skills. If, for some reason, this is not possible (e.g., supervised trainees on all cases over the past two years),

please provide explanation in the Supplemental Statement. Please review the [Pediatric Subspecialty Practice Sample Guidelines](#) for more information.

If I submit a Practice Sample that has older versions of tests, will reviewers regard this negatively?

Not necessarily. We all know that tests are revised and new ones are developed, while old tests become less used. You have an opportunity to provide an explanation for your test choice in the required (3-page maximum) Supplemental Statement that you must submit with the case report and raw data. You may justify your decision to select an older case in this Supplemental Statement along with other relevant information you wish the Practice Sample reviewers to know.

Is the 3-page Supplemental Statement really necessary?

The *required* 3-page Supplemental Statement is critical because you are only submitting one Practice Sample case, and there is no subsequent oral examination to allow you to explain your assessment choices, differential diagnosis, rationale for recommendations, etc. Therefore, the selected case should demonstrate a breadth of clinical knowledge and assessment skill and clearly demonstrate that you are practicing pediatric clinical neuropsychology independently at the subspecialist level of competence. The Supplemental Statement is your only opportunity to ensure that the reviewers have all the information they need to fairly review the Practice Sample because there is no opportunity for clarification at an oral exam.

The required Supplemental Statement should be a maximum of three (3) pages double spaced, 12 pt type, with at least 1" margins. It is your opportunity to summarize case-specific information not addressed in the report in order to allow the reviewers to evaluate the candidates' neuropsychological conceptualization. The required Supplemental Statement is not meant to be an academic review of the literature, and references are not expected. The Supplemental Statement should not include information about your practice setting or other education, training, or employment details already approved in your Credential Review.

Check the [Practice Sample criteria](#) carefully to determine which information absent from your report might need to be elaborated upon in the Supplemental Statement (e.g. your assessment choices, diagnostic differential, additional source data, radiology and laboratory findings, ethical and cultural diversity considerations, consultation with the referral source, efficacy of recommendations).

Who will review my Practice Sample?

Two board-certified Pediatric Neuropsychology Subspecialists who are members of the Practice Sample Review Cadre will review your de-identified Practice Sample according to criteria listed in the [Pediatric Subspecialty Practice Sample Guidelines](#). If the decision is not unanimous, there is an automatic appeal review assigned to a third Practice Sample Review Cadre member.

Will I receive feedback if my Practice Sample is not approved?

Yes. Each reviewer is instructed to provide clear information about which criteria were not met adequately. The feedback should be useful to you if you decide to resubmit a new Practice Sample.

What should a candidate think if their Practice Sample passed the parent ABCN process but was not accepted for the ABCN subspecialty process?

In the parent Practice Sample process, the decision to accept or not accept a Practice Sample is based on the sum of the candidate's work across two cases whereas for the Subspecialty process only one case is reviewed. If the candidate chooses a case from the parent Practice Sample that was relatively weaker, it may not pass when it is the sole submission. Additionally, the threshold for review decisions differs between the parent Practice Sample process and the subspecialty. As noted in the [Pediatric Subspecialty Candidate Manual](#), "whereas the parent Practice Sample review is intended to determine whether the candidate's practice of clinical neuropsychology would be defensible at oral examination, the subspecialty review process is intended to determine if the Practice Sample itself demonstrates competent practice in the subspecialty. As such, candidates are encouraged to carefully attend to the information provided in the Pediatric Subspecialty Practice Sample Guidelines." (pages 8-10, Section VI. A.)

What option do I have if I disagree with the Practice Sample review decision?

Just as for parent Board Certification, should you have concerns about a procedural error, there is an Appeals Committee chair and committee members for the Subspecialty. Specific information about the Appeals process, including appealable versus non-appealable decisions, can be found in the [Pediatric Subspecialty Candidate Manual](#).

If I am not successful in obtaining the subspecialty credential, does it reflect negatively on my previously obtained parent board status?

An unsuccessful outcome will not reflect negatively on your already impressive accomplishment of achieving ABCN Board Certification in Clinical Neuropsychology. Confidentiality rules are stringent at every stage of ABCN board certification process, Specialty and Subspecialty.

Once my credentials are approved, I pass the Written Examination, and my Practice Sample is approved, what else do I need to do?

You do not need to take any further action. You will now be credentialed in ABCN's Subspecialty of Pediatric Neuropsychology. You will subsequently receive a formal certificate documenting this accomplishment from ABPP.

Can I expect additional CE credits for successful completion of the Subspecialty Certification in Pediatric Clinical Neuropsychology?

Yes. Subspecialists will be awarded an additional 10 CE credits from ABPP for successful completion of the Subspecialty certification process.

How much time is allowed to complete the subspecialty certification process?

The full Pediatric Subspecialty credential process must be completed within a three (3) year candidacy window. The date on the subspecialty credential review decision letter defines the start of this three-year period. Candidates who do not successfully obtain subspecialty certification within their allotted candidacy period must re-apply and restart the process from the beginning with appropriate fees.

Is there a Pediatric Neuropsychology Subspecialty listserv?

Yes. Upon successful completion of the Subspecialty Certification in Pediatric Clinical Neuropsychology, you will receive information regarding joining this listserv.

Is there a grandparenting or senior option?

Consistent with ABCN Specialty Board procedures, there is no grandparenting or senior option for subspecialization.

Where can I get more information?

Complete information about the ABCN Pediatric Subspecialty certification process is posted on the [ABCN website](#) and in the [Pediatric Subspecialty Candidate Manual](#). Questions not directly addressed in the manual or in the above FAQs can be directed to the office staff at ABPP (office@abpp.org) or to the ABCN Office (nunce@umich.edu).

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