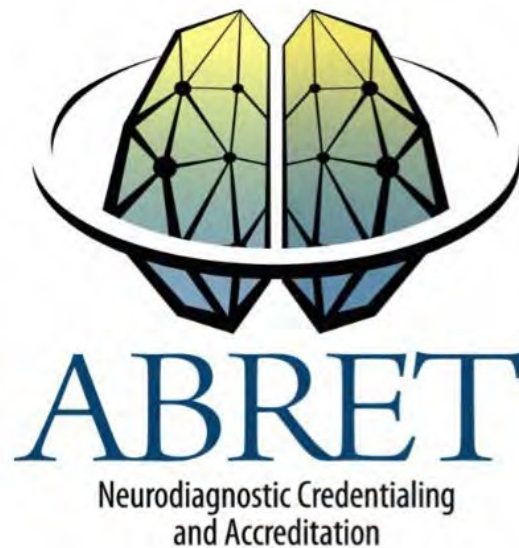


2025



**Handbook for Candidates
Registration for
Electroencephalographic Technologists
R. EEG T.**

ABRET Executive Office
111 E. University Drive., #105-355
Denton, TX 76209

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The Registration Examination for Electroencephalographic (EEG) Technologists is designed and written for health care professionals who are trained in and currently practicing Electroencephalography.

This handbook contains necessary information about the Electroencephalographic Technologist (EEG) examination. Please retain it for future reference.

Candidates are responsible for reading these instructions carefully.

This handbook is subject to change – Please refer to the [ABRET website](#) for the most up-to-date information.

Introduction

ABRET is a nonprofit credentialing board. ABRET supports the concept of voluntary registration by examination for health care professionals in electroencephalography. Registration focuses specifically on the individual and is an indication of current knowledge in electroencephalography. ABRET does not guarantee the job performance of any individual.

Objectives of ABRET

TO ESTABLISH STANDARDS FOR REGISTRATION OF ELECTROENCEPHALOGRAPHIC TECHNOLOGISTS BY:

1. Providing a standard of knowledge in electroencephalography required for registration.
2. Establishing and measuring the level of knowledge required for registration in electroencephalography by means of an objective, computer based written examination.
3. Formally recognizing those individuals who meet the eligibility requirements of ABRET and pass the Registration Examination for Electroencephalographic Technologists.
4. Encouraging continued professional growth in electroencephalography through mandatory continuing education and recertification.

Non Discrimination Statement

ABRET – Neurodiagnostic Credentialing & Accreditation does not discriminate based on age, gender, race, religion, national origin, marital status, or handicapped condition.

Administration

The Registration Program is sponsored by ABRET. The Registration Examination for Electroencephalography is administered for ABRET by the Professional Testing Corporation (PTC): 1350 Broadway – Suite 800, New York, New York 10018 – phone: (212) 356-0660 – [PTC website - www.ptcny.com](http://www.ptcny.com)

Questions concerning the Registration Examination for Electroencephalographic Technologists should be addressed to the ABRET Executive Office: 111 E. University Dr. #105-355, Denton, TX 76209 – phone: (217) 726-7980 – www.abret.org or by email: Tami@abret.org

Fees

Application Fee for the Registration Examination for Electroencephalographic Technologists\$700
Rescheduling Fee 29–5 days prior to scheduled appointment (but still within the 3-month testing period)
Paid directly to Prometric (see page 5 for more information).....\$50

THERE ARE NO REFUNDS, EXTENSIONS, nor TRANSFER OF FEES

2025 R. EEG T. Eligibility Chart

EEG Pathway I: CAAHEP Accredited ND Program

1. Graduate of an accredited Program*
2. Documentation of 50 EEGs
3. Current CPR/BLS certification

EEG Pathway III: Associate Degree / RPSGT

1. Associate Degree (or Higher Degree)
– OR – current RPSGT
2. Documentation of 150 EEGs
*Post 1 year experience
3. Current CPR/BLS certification
4. *Measurement Assessment Document*
5. 1 year *clinical EEG experience*
6. 60 EEG-related ASET CEUs

EEG Pathway II: Non-CAAHEP Formal ND Program

1. Certificate of Completion from [an ABRET-Recognized Program](#)
2. Documentation of 100 EEGs
3. Current CPR/BLS certification

Pathway IV: Practice Track

1. High School/GED or equivalent
2. Documentation of 150 EEGs
*Post 1 year experience
3. Current CPR/BLS certification
4. *Measurement Assessment Document*
5. 5 years *clinical EEG experience*
6. 120 EEG-related ASET CEUs

Graduate of CAAHEP-Accredited ND Program: Students nearing completion of their CAAHEP-Accredited ND program will be eligible to apply for the EEG exam up to 6 weeks prior to their graduation date. To apply under this new pathway, the CAAHEP-Accredited ND Program must submit the following:

1. *Letter of Recommendation* – The program director must provide a letter of recommendation confirming the student’s readiness to take the examination.
2. *Verification of Didactic Completion* – The program must verify that the student has satisfactorily completed the didactic portion of the Neurodiagnostic program.
3. *EEG Recording Experience* – The program must confirm that the student has recorded at least 50 EEGs with a minimum level of supervision.

Measurement Assessment Document: Complete an in-person assessment hosted by ABRET – OR – Successfully complete ASET’s EEG: 202 online course and have a current R. EEG T. sign off on your in-house assessment. Eligibility is granted for two years.

Clinical EEG experience is defined as experience in clinical EEG for a period equivalent to 32 hrs/wk (1664 hrs/yr). Sleep experience is not considered equivalent to clinical EEG experience.

ASET Continuing Education Credits (CEUs) are a product of ASET (www.aset.org) and can be earned at any point during the EEG experience within the last 5 years. No more than 50% of hours may be earned from ASET journal quizzes.

Completion of the EEG Documentation Form (<https://abret.org/resources/application-forms>)

1. The Candidate must be present and an active participant in the set-up, troubleshooting, and monitoring of each case listed in its entirety.
2. ABRET will accept documentation of up to 3 recordings per day. Do not submit more than the requested number of cases.
3. EEGs must be within the last 5 years with 25% of EEGs completed within 24 months of application.
4. Each patient must have been measured and electrodes applied according to the International 10/20 System of Electrode Placement.
5. Ambulatory and Long-Term Monitoring may not count toward the required number of EEGs unless a routine EEG is recorded as a baseline.

EEG Documentation Form (continued)

6. A routine EEG must be a minimum of 20 minutes in length and include montage changes and activation procedures.
7. Documentation forms will be randomly audited which can delay or negate eligibility.

The R. EEG T. credential is awarded for 5 years. After 3 unsuccessful attempts to pass the examination within a 2-year timeframe, candidates must wait 6 months and submit 20 additional EEG-related ASET CEUs before being eligible to retest.

The R. EEG T. credential is achieved upon successfully passing the EEG Exam

Petition of Eligibility – Visit ABRET.org to find the petition form and instructions.

CAAHEP Accredited ND Programs (Pathway I)

CAAHEP Program Directors will receive their student/graduate results in their quarterly Program Exam Report.

Alvin Community College – Alvin, TX
American Institute of Medical Sciences &
Education – Piscataway, NJ
Baptist College of Health Sciences EEG Program
– Memphis, TN
Bellevue College - Bellevue, WA
British Columbia Institute of Technology
– Burnaby, BC
Carnegie Institute – Troy, MI
Central New Mexico Community College
– Albuquerque, NM
Concorde Career College – San Bernardino, CA
Concorde Career Institute – Grand Prairie, TX
Concorde Career Institute – Memphis, TN
*Crozer-Chester Medical Center** – Upland, PA
Cuyahoga Community College – Parma, OH
EPIc Consortium – Lansing, MI (formerly MiRIS)
Fox Valley Technical College – Appleton, WI

Gateway Community College – Phoenix, AZ
Institute of Health Sciences* – Hunt Valley, MD
Johnson County Community College – Olathe, KS
Kirkwood Community College - Cedar Rapids, IA
*Laboure College of Healthcare** - Milton, MA
LaCite Collegiale – Ottawa, ON
Lincoln Land Community College - Springfield, IL
Mayo School of Clinical Neurophysiology
– Rochester, MN
Medical Education and Training Campus (METC)
– Ft. Sam Houston, TX
Neurodiagnostic Technology Program AAH/Carroll
University – Milwaukee, WI
Orange Coast College - Costa Mesa, CA
Sinclair Community College – Dayton, OH
University of Holy Cross – New Orleans, LA
University of Utah Hospital – Salt Lake City, UT
Wake Technical Community College – Raleigh, NC

Graduates of a *Formerly Accredited* CAAHEP program may apply under EEG Pathway I and are subject to audit. Contact the ABRET Executive Office with questions.

**Italicized programs provide online/distance learning.*

Quick Tips Before Proceeding with the Application Process

- *Your name must match exactly with the name shown on current government-issued photo ID, such as a driver's license or passport. *Do not use nicknames or abbreviations.*
- *EEG Documentation forms are available on the ABRET website – www.abret.org
- *Have all required eligibility documents ready to be uploaded into your ABRET Certemy Account.
- *PDFs are best.
- *Retain copies of all uploaded documents for your records.
- *Keep this HANDBOOK for reference.

Non-CAAHEP Accredited ND Programs (Pathway II)

Pathway II Program Directors will receive their student/graduate results in quarterly Program Exam Reports.

Arapahoe Community College – Littleton, CO

Bakersfield Health Careers Center

– Bakersfield, CA

Boston Children’s END Technology Program

– Boston, MA

Carolinas College of Health Sciences

Neurodiagnostic Technology Program

– Charlotte, NC

Children’s Hospital Colorado

Neurodiagnostic Technology Program

– Aurora, CO

Children’s Nebraska Neurodiagnostics

Training Program – Omaha, NE

Children’s of Alabama Neurophysiology

Technology Program – Birmingham, AL

Cincinnati Children's Hospital NDT Training

– Cincinnati, OH

Cleveland Clinic School of Epilepsy

Technology – Cleveland, OH

Comprehensive Neurology Clinic EEG

Program – Orlando, FL

Froedtert Neurodiagnostic Technologist

Trainee Program – Milwaukee, WI

Indiana University Health Neurophysiology

OJT Program – Indianapolis, IN

Lehigh Valley Health Network

Neurophysiology Dept. – Allentown, PA

Lurie Children’s Neurodiagnostic Technology

Program – Chicago, IL

Medsurant Health Academy (MHA) – Clinical END
Program – Mason, OH

Midwestern Career College – Chicago, IL

Minnesota Epilepsy Group EEG Training Program

– Roseville, MN

Nebraska Medicine Neurodiagnostic Program

– Omaha, NE

Neurodiagnostic Technology Institute – Orlando, FL

Neurotech EEG Institute – Waukesha, WI

Neurovative University - Dallas, TX

Northwestern Memorial Hospital EEG Tech-Assistant
Program – Chicago, IL

Prisma Health-Midlands NDT Program - Columbia,

SC St. Luke’s Neurodiagnostic Technology Program –
Bethlehem, PA

Texas Children's Hospital – Houston, TX

Trusted Neurodiagnostics Academy – Dahlonega, GA

University Hospitals Cleveland Medical Center EEG
Program - Cleveland, OH

University of New Mexico Hospitals – Albuquerque,
NM

UPMC Children’s Hospital of Pittsburgh

ND Training Program – Pittsburgh, PA

UPMC Procirca ND Training Program - Pittsburgh, PA

Utah END Institute at the University of Utah Hospital
– Online/Distance

VUMC Neurodiagnostic Technology Training
Program – Nashville, TN

Application Procedure

Applications for the ABRET examinations should be completed online through www.abret.org

- 1) Read the Handbook for Candidates and follow instructions.
- 2) Visit ABRET.org – click on **EXAMS** and select **Pathways & Application under R. EEG T.**
- 3) Scroll down to select the appropriate eligibility pathway to apply under.
- 4) [Log into your ABRET Certemy or Create a new ABRET Certemy account.](#)
 - When you begin a new application *for your first ABRET exam*, you will be asked to create a user account and password. You will use this same account for recertification and future ABRET exams,

Application Procedure (continued)

so keep this information for later use.

- 5) Complete the application by inputting your information and uploading your eligibility requirements including payment of the \$700 examination fee.
 - If you would like to take the exam in standard Spanish, select this option within the application form.
 - Most major credit cards are accepted.
 - Ensure Checks identify your name as an exam candidate and the ABRET exam you are applying for. Mail checks to: ABRET Executive Office – 111 E. University Dr., #105-355, Denton, TX 76209

Upon verification of your eligibility requirements and application, your registration for the exam will be sent to PTC. See the “Scheduling Examination” section of this handbook for information on scheduling your exam.

A denial of eligibility for registration may be appealed in writing and sent to ABRET within 30 days. See **APP-9** & **APP-10** of ABRET Examination Policies posted on the [ABRET website under Principles](#).

Candidates have three (3) months from the status of “Eligible to Test” date to sit for the examination. After the 3-month period, candidates will need to reapply for the examination and pay a new application fee.

THERE ARE NO REFUNDS, EXTENSIONS, nor TRANSFER OF FEES

After exam results are uploaded into your ABRET Certemy account, proceed as directed:

Pass Results: The **R. EEG T.** credential is awarded for five years. See information in [ABRET's Recertification webpage](#).

Fail Results: Candidates are provided one (1) exam attempt per application submission within the established 3-month time frame. Please contact ABRET to reassign your application at 217-726-7980 or by submitting a [Contact Us email](#). You will essentially need to repeat ALL steps of the online application process to reassign.

Candidates who do not pass the EEG exam after 3 unsuccessful tries within a 2-year timeframe will not be allowed to retest for 6 months and will be required to submit 20 EEG-related ASET CEUs.

* Please do not contact the ABRET office about your results until you receive your OFFICIAL test results. You will not be able to reapply until the OFFICIAL test results are in.

Quick Tips Following the Application Process

Candidates should retain copies of all uploaded documents submitted for eligibility requirements. Application status will be PENDING until all steps of the application, including payment, are completed:

- If you paid by CHECK, your application will not be completed until payment is received.
- You may have been randomly selected for audit. You or your supervisor will be contacted by our auditor with any questions or with instructions about next steps.

Scheduling Your Examination

Candidates cannot schedule an examination appointment until they have received a Scheduling Authorization from the Professional Testing Corporation (PTC) via email.

Scheduling Authorizations will be emailed to candidates from notices@ptcny.com approximately 2–5 business days after the status of “Eligible to Test” is achieved. Please ensure you enter your correct email address on the application and add the ‘ptcny.com’ domain to your email safe list. If you do not receive a Scheduling Authorization within two weeks of achieving “Eligible to Test” status, contact PTC at (800) 741-0934 or online at www.ptcny.com/contact for a duplicate.

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 serve, so schedule your examination appointment *as soon as you receive* your Scheduling Authorization in order to maximize the availability for your preferred location and preferred date.

Your examination is administered in two ways:

- 1) at a physical Prometric test center or
- 2) via live remote proctoring in your home or another quiet, distraction free location.

For the live remote proctoring option, you must provide a computer with a camera, microphone, and an internet connection that allows real-time communication with a remote proctor. More information about Remote Proctoring can be found on the [ABRET website](#).

The remote proctoring option requires candidates to download ProProctor™ software from Prometric to establish remote access to the candidate’s computer. The software application includes Prometric’s test engine software, as well as a lockdown browser to ensure secure test delivery.

1. Run a system readiness check to confirm that your computer and network will allow testing through ProProctor™, from this link: [using this Prometric SystemCheck link](#)
2. Schedule your exam by visiting www.prometric.com and selecting the appropriate icon under the Remotely Proctored Exam menu.
3. Download Prometric’s ProProctor™ application. This will enable you to take the exam online while a Prometric proctor is monitoring the examination process remotely. It is recommended that you download and install this software a day before you are scheduled to take the exam.
4. Review the Prometric exam software tutorial here: <https://ptcny.com/pdf/prometricsoftwaretutorial.pdf>

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 prometric.com.

Current government-issued photo ID (driver’s license or passport) must be presented in order to gain admission to sit for the exam. **Temporary, paper driver's licenses are not accepted.** It is recommended to have a printed copy of the Scheduling Authorization as well as Prometric appointment confirmation.

Scheduling Your Examination (continued)

It is the candidate's responsibility to contact Prometric to schedule the examination appointment.

Arrival at the testing site at the appointed time is the responsibility of the candidate.

Plan for weather, traffic, parking, and any security requirements specific to the testing location.

Late arrival may prevent you from testing.

*It is highly recommended the candidate becomes familiar with the testing site's location prior to appointment.

Changing Your Examination Appointment

To reschedule your current examination appointment within your three (3) month testing period, you MUST contact Prometric at www.prometric.com/abret or by phone (800) 741-0934.

***NO Rescheduling is Permitted Less than 5 days prior to scheduled appointment.**

Rescheduling Fees:

30 days prior to the scheduled appointment, there is NO (\$0) Rescheduling Fee.

29-5 days prior to the scheduled appointment (but still within the stated 3-month testing period), there is a **\$50.00 (US)** Rescheduling Fee paid directly to Prometric.

Candidates have three (3) months from the status of "Eligible to Test" date to sit for the examination. After the 3-month period, candidates will need to reapply for the examination and pay a new application fee.

THERE ARE NO REFUNDS, EXTENSIONS, nor TRANSFER OF FEES

Special Accommodation Requests

ABRET and PTC support the intent of and comply with the Americans with Disabilities Act (ADA) and will take steps reasonably necessary to make testing 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 is confidential and is not included in scoring or reporting.

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. Note that accommodation for an examination (test accommodation) may not be the same as accommodations provided by your employer for your job. You can find more information about testing accommodations under the Americans with Disabilities Act (www.ada.gov).

Requests for Test Accommodations must be uploaded with the candidate's application and fees at least 8 weeks before the start of your testing period. You must complete and upload both Part 1 and Part 2 of this Form at the same time. Missing information or incomplete Forms will result in a delay in processing.

Special Accommodation Requests (continued)

To request test accommodations, complete the following steps:

1. Download the Request for Test Accommodations Form, available from www.ptcny.com or by calling PTC at (212) 356-0660.
2. Complete Test Accommodations Form with your doctor/healthcare professional.
3. Upload the completed and signed Request for Test Accommodations Form with the online exam application. Submit your application at least 8 weeks prior to the start of your chosen testing period.

If your Form is incomplete and/or not received at least 8 weeks before the start of the testing period, we cannot guarantee that we can make these test accommodations in time for you to test. Therefore, your application may need to be reprocessed for another testing period, and you would need to pay the reprocessing fee.

NOTES:

- Only those requests made and received on the official Request for Test Accommodations Form will be reviewed.
- All requests must be made at the time of application. Accommodation cannot be added to an existing exam appointment.
- Do not go to www.prometric.com or contact Prometric to request test accommodation as they are not authorized to approve accommodations. **All requests for test accommodation must be submitted on the PTC Request Form.**
- If you need to use your cell phone or another electronic device to monitor a medical condition, such as diabetes, please be sure to include this on Part 1 of the Request for Test Accommodations Form so that we can notify Prometric in advance.
- If you are a nursing parent and will need to use a breast pump during your exam, please complete Part 1 of the Request for Test Accommodations Form and submit it at least 8 weeks before your testing period to allow time to make suitable arrangements at the test center.
- Only pre-approved test accommodation will be permitted on the day of the examination. Test center personnel are not authorized to make any changes to the test accommodation on the day of the testing session and any such change may result in your examination score being canceled.

****Accommodations cannot be added to an existing exam appointment****

Application Agreement

1. **Application.** I certify that all the information contained in my application is true and complete to the best of my knowledge. I hereby authorize ABRET and its officers, directors, employees, and agents (collectively, “ABRET”) to review my application and to determine my eligibility for registration.
2. **Compliance with ABRET Rules.**
 - A. I have read and agree to abide by ABRET’s policies and procedures, including but not limited to those listed below. I will read and keep up to date with these rules.
 - i. Handbook for Candidates (including the Code of Ethics and Disciplinary Policy);
 - ii. Use of Credential and Trademark Policy; and
 - iii. ABRET Examination Policies.
 - B. I agree that ABRET may take action regarding my application, examination, or registration in accordance with its Disciplinary Policy, and that the penalties for violation of an ABRET rule include (but are not limited to) denial, revocation, or limitation of my registration.
 - C. As specified within the Disciplinary Policy, I agree to notify ABRET of any change in name, address, telephone number, or email address, and of any development bearing on registration such as (but not limited to) suspension, revocation, or expiration of a state license to practice, being sued by a patient, or being investigated or reprimanded by a state regulatory board.
3. **Cooperation.** I agree to cooperate promptly and fully in any review of my application, examination(s), or registration, and I agree to submit any additional information requested.
4. **Examination Confidentiality.** I am seeking admission to take the examination(s) for the purpose of pursuing registration, and for no other purpose. Because of the confidential nature of the examination(s), I agree to not make or keep copies, excerpts, or notes of examination materials, and to not use or divulge information learned from the examination(s). The examination(s) is/are the exclusive property of ABRET, and I will not use examination information in any way without the express prior written consent of ABRET.
5. **Examination Administration.**
 - A. I agree to abide by ABRET’s reasonable rules regarding examination administration. ABRET may refuse my admission to an examination if I do not have the proper identification (valid photo ID and eligibility notice), or if administration has begun. The proctors may take steps as they believe necessary to maintain a secure and proper examination administration, including (but not limited to) relocating me before or during the examination.
 - B. If I am refused admission or fail to appear at the examination site, or if my examination performance is voided based upon my behavior, I agree that I will not receive a refund of the application or examination fees and there will be no credit for any future examination.
 - C. I understand that review of the adequacy of examination materials will be limited to computing accurate scoring; I hereby waive all further claims of examination review.

Application Agreement (continued)

D. I acknowledge that ABRET is concerned with reporting only valid scores. I agree that ABRET may cancel an examination score if there is adequate reason to question its validity because of misconduct or other circumstances.

E. A passing score is required for credentialing in all instances.

6. **Continuing Compliance.** I understand and agree that it is my responsibility to maintain and demonstrate continuous compliance with all ABRET policies and procedures.

7. **Registration Marks.**

A. The Electroencephalography credential and the stylized “R. EEG T.” logo are the sole and exclusive property of ABRET and are subject to all applicable trademark and other rights of ABRET as owner under United States intellectual property law and international conventions. I agree to abide by ABRET’s instructions regarding use of its intellectual property, and to not use this intellectual property in any way without the express prior written consent of ABRET.

B. I agree to correct at my own expense any inaccurate or unauthorized use by me of ABRET’s credential and logo. I agree that if I refuse to make corrections, then ABRET is entitled to obtain all relief permitted by law, including but not limited to injunctive relief to enforce its rights with respect to the protection of its name, credential, logo, and other intellectual property.

8. **Information Release.** I agree that ABRET may release information regarding my application and registration record to state and federal authorities, licensing boards, employers, and others. This information includes (but is not limited to) ABRET’s findings regarding review of my application, fraudulent statements made by me, information indicating noncompliance with laws or regulations or with policies of other organizations, and the pendency or outcome of disciplinary proceedings.

9. **Duration of Credential.** This Application Agreement will become effective as of the date of acknowledgment upon submitting my application and will remain in effect for the duration of my application review. If I am granted registration, the terms of this Application Agreement will automatically continue in effect for the duration of my credential. I acknowledge and agree that initial credential is awarded only for a five (5) year period, and that completion of recertification requirements, recertification applications, and reviews will be required to maintain my credential.

10. **Waiver of Claims & Indemnification.**

A. I hereby waive all claims against ABRET arising out of my application and my participation in the registration program, including (but not limited to) claims arising out of (i) any release of information to state and federal authorities, licensing boards, employers, and others, and (ii) any investigation and review of my application and certification by ABRET. If ABRET is required by law to disclose confidential information, the individual(s) whose information is released will be notified to the extent permitted by law.

B. I agree to indemnify ABRET for any third-party claims arising out of any action taken pursuant to the policies and procedures of ABRET with regard to my application, the examination, or my registration. In addition, I agree to indemnify ABRET for any third-party claims arising out of my professional practice and related activities.

Application Agreement (continued)

C. The provisions of this Waiver of Claims & Indemnification section do not extend to claims based on the gross negligence or willful misconduct of ABRET.

D. My obligations and rights and those of ABRET under this Waiver of Claims & Indemnification section will survive beyond the termination or expiration of my registration and remain in full force and effect.

11. Governing Law & Venue. This Agreement is governed exclusively by the laws of the State of Texas, without reference to its choice of law doctrine. The parties agree that the sole jurisdiction and venue for any litigation arising from this Agreement is the appropriate federal court for the Eastern District of Texas or state court located in Denton County, Texas. If a dispute arises, the parties shall make a good faith attempt to resolve the dispute through dialogue and negotiation prior to pursuing court action.

Upon submitting the application for “R. EEG T.” you will be asked to acknowledge that you have read and understand this Application Agreement and agree to its terms in consideration for the opportunity to seek registration from ABRET.

Information Release: If granted registration, you will be authorizing ABRET to release your name and the fact that you have been granted registration to newspapers and other publications, and to release your name, employment information, address, and email address in ABRET’s online directory and mailing list. You may opt out of this process by notifying the ABRET office in writing.

Quick Tips Before Examination Day

Hours and days of availability vary at different centers. You will not be able to schedule your exam appointment until you have received a Scheduling Authorization from notices@ptcny.com.

It is highly recommended the candidate becomes familiar with the testing site’s location prior to your appointment. This Handbook provides the Content Outline for the Examination. Use it to help guide your study in preparing for the examination.

Examination Administration

The Registration Examination for Electroencephalographic Technologists is administered on a daily basis, Monday through Saturday, excluding holidays, at computer-based testing facilities managed by Prometric.

In the event of inclement weather, check the [Prometric website for site closures](#).

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

The exam will be presented in **TWO SECTIONS**. You will have **120** minutes for each section. Once you complete the first section, you will not be able to return to it or make changes.

NOTE: If special accommodations for exam time were approved, the time clock will be adjusted accordingly for each section of the exam.

Rules for Examination

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

1. 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.
2. No Electronic devices that can be used to record, transmit, receive, or play back audio, photographic, text, or video content, including but not limited to, cell phones, laptop computers, tablets, Bluetooth devices; wearable technology (such as smart watches), MP3 players (such as iPods), pagers, cameras, and voice recorders are permitted to be used and cannot be taken in the examination room. Prometric provides lockers for your personal items.
3. No papers, books, calculators, rulers, or reference materials may be taken into or removed from the testing room.
4. No questions concerning examination content 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.
5. Candidates are prohibited from leaving the testing room while their examination is in session, with the sole exception of going to the restroom.
6. 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.
7. All watches and Fitbit type devices cannot be worn during the examination.
8. No food/beverages are permitted inside the testing room. Leave these items in your assigned locker.

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 health care items from your locker. No backpacks, bags, purses, or clothing can be removed while your exam is in session.

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

VIOLATION OF ANY OF THE RULES LISTED ABOVE MAY RESULT IN FORFEITURE OF FEES, DISMISSAL FROM THE TESTING ROOM, AND CANCELLATION OF YOUR TEST SCORES.

Content of the Examination

1. The Registration Examination for Electroencephalographic Technologists is a computer-based examination composed of multiple-choice, objective questions with a total testing time of four (4) hours.
2. The content for the examination is described in the Content Outline.
3. The questions for the examination are obtained from individuals with expertise in electroencephalography and are reviewed for construction, accuracy, and appropriateness by ABRET and PTC.
4. ABRET, with the advice and assistance of the Professional Testing Corporation, prepares the examination.
5. The Registration Examination in Electroencephalography Technology will be weighted in approximately the following manner:
 - I. Pre-Study Procedures.....15.0%
 - II. Performing the EEG Study.....46.3%
 - III. Post-Study Procedures.....18.7%
 - IV. Ethics and Professional Issues.....20.0%

Content Outline

I. Pre-Study Procedures (15%)

- A. Plan recording strategies according to ACNS Guidelines by extracting relevant patient health information from medical records, reviewing physician orders, and obtaining additional information from patient/caregivers to prevent adverse effects.
- B. Explain the testing procedure to patient/caregivers in a manner consistent with their ability to understand in order to establish rapport and elicit cooperation.
- C. Apply fundamental EEG concepts and medical knowledge

I. A–C. Knowledge Areas

- ACNS Guidelines 1–7
- Elements of a history/communication, establishing rapport (ACNS Guideline 7)
- Cognitive limitations/developmental delay
- Common medications/treatments
- Medical/EEG terminology; related diagnostic procedures (neuroimaging, MRI, CT scan, SPECT, fMRI)
- Neuroanatomy/Neurophysiology
- Neurological disorders
- Neuropathology (tumors, encephalopathy, vascular, etc.)
- Seizures (classification, clinical manifestations, syndromes, etc.)
- Head trauma, traumatic brain injury, skull defects and malformations
- Psychiatric disorders
- Skin integrity
- Basic cardiac rhythms and rhythms associated with EEG changes
- Basic principles of electricity and electronics

II. Performing the EEG Study (46.3%)

- A. Prepare electrode sites and securely apply electrodes according to the International 10-20 System of Electrode Placement and ACNS guidelines, with attention to impedances and grounding.
- B. Perform the EEG study according to ACNS Guidelines while ensuring the integrity of the data and equipment.
- C. Perform activation and stimulation procedures as appropriate, according to ACNS Guidelines and facility protocols.

II. A–C. Knowledge Areas

- Electrode properties, placement/10-20 System, special electrodes
 - Obtaining acceptable impedances; Conditions affecting impedance values
 - Activation techniques/contraindications to activation/reactivity
 - Monitoring techniques (age-specific criteria, state-specific)
 - Digital instrumentation (reformatting, sampling rate, system reference, post-acquisition review, etc.), Differential amplifier/CMRR, and Effects of instrument settings (filters, display gain, epoch) (ACNS Guideline 4)
- D. Ensure a complete and comprehensive study by modifying or adjusting the recording strategy and/or instrument parameters based on the technologist's evaluation of recorded data and facility protocols and document.
 - E. Analyze waveforms and identify normal EEG patterns, benign variants, abnormal EEG, artifacts, sleep architecture.
 - F. Document patient behavior and clinical events for the interpreting physician to identify clinical correlates in the EEG.

II. D–F. Knowledge Areas

- Recording Strategies
 - Recording strategies (montage modifications, parameter changes) (ACNS Guideline 3)
 - Effects of medications on the recording
 - Identifying, mitigating/monitoring artifacts
 - Troubleshooting techniques
 - Patient behaviors and clinical events (e.g., changes in level of consciousness, body movements, episodes) & Seizure precautions
 - ECI recordings and ACNS Guideline 6
- Waveform Identification
 - Sleep stages and patterns; sleep disorders
 - Waveform analysis, EEG pattern identification/description (i.e., normal/abnormal, normal variant).
 - Waveform analysis, pediatric & neonatal EEG pattern identification/description (i.e., normal/abnormal, normal variant).
 - Correlation of history with EEG patterns/clinical correlation; Electrographic correlates to clinical/non-clinical entities
 - Electrographic changes requiring provider notification (critical values)
- Analysis
 - Localization techniques and polarity
 - Measurement of frequency, voltage/sensitivity, and duration

Content Outline (continued)

III. Post-Study Procedures (18.7%)

- A. Remove the electrodes and clean the electrode sites.
- B. Process acquired data and prepare a technical report.
- C. Clean and disinfect electrodes per ASET Infection Prevention Guidelines or dispose of electrodes according to facility protocols.
- D. Ensure that scheduled maintenance of equipment is performed.

III. Knowledge Areas

- Infection prevention (patients, equipment, electrodes, etc.)
- Documentation; Technical description
- Media management (e.g., copy, storage, archiving) (ACNS Guideline 4)

IV. Ethics and Professional Issues (20%)

- A. Conduct practice in a manner consistent with the ABRET Code of Ethics.
- B. Maintain patient confidentiality and comply with HIPAA/HITECH regulations.
- C. Ensure patient safety and self-safety.
- D. Conduct oneself in a professional manner during each encounter with a patient.

IV. Knowledge Areas

- HIPAA/HITECH standards
- Allergies and sensitivities
- Related SDS/OSHA standards
- Patient safety/Electrical safety
- ABRET Code of Ethics

Sample Questions

1. The **MOST** appropriate time constant for recording a low voltage slow wave focus is:

- A. 0.012 second B. 0.05 second C. 0.12 second D. 1.00 second

2. Which of the following typically produces diffuse slowing on the EEG?

- A. Meningioma B. Cerebral abscess C. Meningitis D. Cerebral thrombosis

3. Which of the following is a characteristic feature of the EEG in narcolepsy?

- A. FIRDA B. REM onset sleep C. An increase in EMG D. Diffuse delta slowing

ANSWERS TO SAMPLE QUESTIONS: 1. D, 2. C, 3. B

References

The following references, or recent editions of the following, may be of use in preparing for the examination. The list does not attempt to include all acceptable material, nor is it suggested that the Registration Examination for Electroencephalographic Technologists is necessarily based on these references.

Recommended Resources:

1. ACNS Guidelines & Consensus Statements: <https://www.acns.org/practice/guidelines>
2. Schomer DC, Lopes da Silva FH. (2017). *Niedermeyer's Electroencephalography: Basic Principles, Clinical Applications and Related Fields*, 7th Edition. Oxford University Press. Oxford, UK. ISBN: 9780190228484.
3. Tyner FS, Knott JR, Mayer Jr. WB. Knott. (1983). *Fundamentals of EEG Technology: Volume I: Basic Concepts & Methods*. Wolters-Kluwer. ISBN: 9780890043851.
4. Fisch BJ. (2000). *Fisch and Spehlmann's EEG Primer*, 3rd Edition: Basic Principles of Digital and Analog EEG. Elsevier, Amsterdam, NL. ISBN: 9780444821485.
5. Tyner FS, Knott JR, Mayer Jr. WB. Knott. (1989). *Fundamentals of EEG Technology, Vol. II, Clinical Correlates*. Wolters-Kluwer. ISBN: 9780890049099.
6. Husain AM (2023). *Current Practice of Clinical Electroencephalography*, 5th Edition. Wolters Kluwer: Philadelphia, PA. ISBN: 9781975183752.
7. Yamada T, Meng E. (2017). *Practical Guide for Clinical Neurophysiologic Testing EEG*, 2nd Edition. Wolters-Kluwer. ISBN: 9781496383020.
8. Tatum WO. (2021). *Handbook of EEG Interpretation*, 3rd Edition. Demos Medical: New York, NY. ISBN: 9780826147080. eBook ISBN: 9780826147097.
9. Wyllie E. (2020). *Wyllie's Treatment of Epilepsy Principles and Practice*, 7th Edition. Wolters Kluwer: Philadelphia, PA. ISBN: 9781496397690.
10. Libenson MH (2024). *Practical approach to electroencephalography*, 2nd Edition. Elsevier Health Sciences: Philadelphia, PA. ISBN: 9780323392297

Additional Resources:

- ABRET Code of Ethics & Standards of Practice. <https://abret.org/about/ethics-professional-conduct/>
- ASET Position Statement on Skin Safety during EEG Procedures – A Guideline to Improving Outcome – Jan 2017. (https://www.asset.org/files/public/Skin_Safety_During_EEG_Procedures.pdf)
- Bonner AM, Davidson P. Infection prevention: 2020 review and update for neurodiagnostic technologists. *Neurodiagnostic J.* 60(1): 11–35. <https://doi.org/10.1080/21646821.2020.1701341>
- Bonner AM, Davidson P. Technical Tips: Keeping it clean during COVID-19. *Neurodiagnostic J.* 60(3):195–207. <https://doi.org/10.1080/21646821.2020.1805267>
- United States Department of Health and Human Services, Office for Civil Rights-HIPAA. www.hhs.gov/ocr/hipaa
- Joint Commission on Accreditation for Healthcare Organizations. Hospital National Patient Safety Goals. <https://www.jointcommission.org/standards/national-patient-safety-goals/>

Scoring

The Board set the passing standard as the number of test questions it determines to be necessary for candidates to answer correctly in order to be considered at least minimally competent. This method focuses on the particular test that is being administered. Different forms of an examination are matched for difficulty and content coverage. This comprehensive approach makes use of information about the performance of similar groups in the past.

ABRET is concerned with reporting only valid scores. On rare occasions, misconduct or circumstances beyond the individual's control may render a score invalid. If doubts are raised about a score because of these or other circumstances, ABRET reserves the right to cancel any examination score if, in the sole opinion of ABRET, there is adequate reason to question its validity.

Report of Results

At the end of the examination, candidates will receive an email with a link to retrieve an **UNOFFICIAL** test result prior to leaving the testing center. If you do not receive this email, please check your spam folder first, then call 800-741-0934.

Approximately 4 – 6 weeks following examination date, candidates will receive an email when the **OFFICIAL** test result has been uploaded into their ABRET Certemy account. Candidates will be notified by PTC via email when score reports are available online. Scores on the major areas of the examination and on the total examination will be reported and available online for only 30 days. Save a copy of your score report.

Candidates may request a score verification report of their exam results by completing the [PTC Exam Score Verification Request Form](#) and paying a \$35 fee.

* Please do not contact the ABRET office about your results until you receive your **OFFICIAL** test results. You will not be able to reapply until the OFFICIAL test results are in.

Examination Challenges

Candidates may comment in the appropriate section at the end of the examination about any test question or questions, test procedure, and/or the test itself. Alternatively, a candidate may submit a complaint in writing to the ABRET Executive Director no later than fourteen (14) calendar days after taking the examination. All challenges and complaints will receive ABRET's full attention. Comments regarding examination validity will be reviewed by the ABRET examination committee. Examination materials shall not be available for review by candidates.

Confidentiality

1. ABRET will release the individual test scores ONLY to the individual candidate. CAAHEP and Pathway 2 Program Directors will receive the results of their graduates included in the individual Program School Report.
2. From time to time, it may be necessary for the ABRET Executive Office and Board of Directors to disclose candidate information and/or scores. No material or information disclosed will be released to any unauthorized person.
3. Any questions concerning test results should be referred to ABRET or the Professional Testing Corporation.
4. ABRET provides ASET – The Neurodiagnostic Society with the names, addresses, and emails of passing candidates. Candidates may opt out by contacting ABRET.

Attainment of Credential

Eligible candidates who pass the Registration Examinations for Electroencephalographic Technologists will be registered as electroencephalographic technologist for a period of five years and will be authorized to use the designation R. EEG T. subject to compliance with the Code of Ethics, rules, policies, and procedures, and standards of practice of ABRET. They will receive a time-limited Certificate of Registration and be eligible for recertification after five years. If not recertified, they will no longer be permitted to use the R. EEG T. designation.

Purpose of Standards

ABRET has developed the *Code of Ethics* and the Grounds for Disciplinary Action to articulate standards of conduct required for eligibility of ABRET credentials, microcredentials, and continued credentialing of EEG, EP, CNIM, CLTM, CAP, CMEG, and NA-CLTM technologists. Maintenance of board registration will require adherence to these and other ABRET rules. Individuals who fail to meet these requirements may have their registration suspended or revoked.

ABRET does not guarantee the job performance of any individual.

Code of Ethics & Standards of Practice

ABRET is a nonprofit credentialing board for Electroencephalographic (EEG) Technologists, Evoked Potential (EP) Technologists, Neurophysiologic Intraoperative Monitoring (CNIM) Technologists, Long Term Monitoring (CLTM) Technologists, Autonomic Professionals (CAP) and Magnetoencephalography (CMEG), NeuroAnalyst Long Term Monitoring (NA-CLTM) Technologist, and related microcredentials, and seeks to encourage, establish, and maintain the highest standards, traditions and principles of these technologies. ABRET Registered and Certified Technologists should recognize their responsibilities, not only to their patients, but also to society, to other healthcare professionals, and to themselves.

Code of Ethics & Standards of Practice (continued)

The following principles have been adopted by the Board of Directors in order to encourage personnel to aspire to the highest possible professional practice. An ABRET Registered technologist or Certified individual shall:

1. Do everything in his or her power to ensure that the current Guidelines of the American Clinical Neurophysiology Society are complied with in the department in which he or she works.
2. Preserve human dignity, respect patient's rights, and support the wellbeing of the patient under his or her care. The Registered or Certified technologist shall avoid discrimination against individuals on the basis of race, creed, religion, sex, age, and national origin.
3. Appreciate the importance of thoroughness in the performance of duty, compassion with patients, and the significance of the task he or she performs.
4. Preserve the confidentiality of medical and personal information of a patient.
5. Strive to remain abreast of current technology and to study and apply scientific advances in his or her specialty. Carry out his or her professional work in a competent and objective manner.
6. Abide by laws related to the profession and to general public health and safety and avoid dishonest, unethical, or illegal practices.
7. Refuse primary responsibility for interpretation of testing or monitoring of Electroencephalograms, Evoked Potentials, or Neurophysiologic Intraoperative Monitoring for purposes of clinical diagnosis and treatment. Individuals who are licensed or otherwise authorized by practice standards to provide interpretation are excluded.
8. Be truthful, forthcoming, and cooperative in his or her dealings with ABRET.
9. Be in continuous compliance with ABRET's rules (as amended from time to time by ABRET).
10. Respect ABRET's intellectual property rights.
11. Upon suspension or withdrawal of registration, the use of all claims to registration that contain any reference to ABRET shall be discontinued, and any certificates issued by ABRET should be returned.

Quick Tips After Achieving Your Credential

* It is important for ABRET to maintain your correct name and contact information. Please promptly notify the ABRET Executive Office of an address and/or name change here: [by completing ABRET's name and address change form](#).

Although it is your responsibility to know when your credential expires, we will remind you via email through [your ABRET Certemy account](#) when your credential needs to be renewed.

Please make sure your ABRET Certemy account is up to date.

Violations Reporting Requirements

If conduct has occurred that may be grounds for disciplinary action under the Violations to Standards of Practice and Disciplinary Process policy, then ABRET may place an application on hold while reviewing the matter. These will be reviewed on a case-by-case basis.

A criminal conviction may be grounds to deny or otherwise limit eligibility. Convictions of this nature include (but are not limited to) felonies involving rape, sexual abuse of a patient or child, and actual or threatened use of a weapon or violence. If a conviction resulted in a sentence that includes incarceration, then the individual is ineligible while in confinement (RUL-26).

1. **Grounds for Disciplinary Action.** ABRET may deny, suspend, revoke, or take other action regarding an application or registration if an individual is not in compliance with this Disciplinary Policy. Grounds for disciplinary action include (but are not limited to):
 - A. Ineligibility for registration, regardless of when the ineligibility is discovered;
 - B. An irregular event in connection with an ABRET examination including (but not limited to) copying answers, copying examination materials, and causing a disruption in the testing area;
 - C. Providing fraudulent or misleading information;
 - D. Unauthorized possession or misuse of ABRET credentials, examinations, and other intellectual property;
 - E. Misrepresentation of registration status
 - F. Failure to provide requested information in a timely manner;
 - G. Failure to inform ABRET of changes or adverse actions;
 - H. Gross negligence or willful misconduct in professional work;
 - I. Accepting primary responsibility for interpretation of testing or monitoring for purposes of clinical diagnosis and treatment (Individuals who are licensed or otherwise authorized by practice standards to provide interpretation are excluded);
 - J. Failure to maintain a current professional credential as required by the jurisdiction in which the individual practices (this may include a license, certificate, or registration);
 - K. The conviction of, plea of guilty to, or plea of no contest (“nolo contendere”) to a felony or misdemeanor related to public health and safety or the profession;
 - L. Disciplinary action by a licensing board or professional organization other than ABRET; and
 - M. Other failures to maintain continuous compliance with ABRET standards, policies, and procedures.
2. **Sanctions.** ABRET may impose one or more of the following sanctions for a violation of this Disciplinary Policy:
 - Denial or suspension of eligibility;
 - Denial of registration;
 - Revocation of registration;
 - Non-renewal of registration;
 - Suspension of registration;

Violations Reporting Requirements (continued)

2. Sanctions. ABRET may impose one or more of the following sanctions for a violation of this Disciplinary Policy **(continued)**:

- Reprimand;
- Probation;
- Notification of other legitimately interested parties;
- Or other corrective action (RUL-8).

Candidates or certificants may appeal the decision of the Ethics and Disciplinary Committee by submitting a written appeals statement within 30 days, according to ABRET's policies.

Each candidate must affirm that the information provided in the Application is true and correct to the best of their knowledge. Each candidate further agrees to hold ABRET and its sponsoring organizations blameless from any claim for damages as a result of any action it may take in connection with this Application, the credentialing examination, or the results there of.