Exam Booklet

Canadian Certified Simulation Nurse Educator Examination

CASN
ACESI

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General Information

Purpose of Canadian Certified Simulation Nurse Educator (CCSNE) Certification

Certification for the nurse educator working in simulation represents a national mark of excellence in the field of teaching and learning related to simulation theory, design, practice, and scholarship. It communicates to academic institutions, faculty, students, and the community that the educator has achieved and maintains a high academic standard in this area of nursing practice. Those candidates who are successful on the CCSNE exam will earn the Canadian Certified Simulation Nurse Educator (CCSNE) designation, including the right to include it in their signature, and the CCSNE pin.

Goal of the CCSNE Certification

The primary goal of the CCSNE certification is to promote high-quality nursing education in Canada by fostering excellence among nurse educators using simulation in their teaching.

Scope of the CCSNE Certification Examination

The CCSNE examination assesses candidates on their knowledge and expertise related to teaching-learning philosophies and theories, curriculum design, assessment and evaluation of learning, teaching-learning strategies, and the scholarship of teaching. These requirements are outlined in the below competencies.

- describes foundational theories and frameworks that are commonly embedded in simulation pedagogy;
- articulates how one's personal educational philosophy aligns with theories and philosophies for using simulation;
- critically reflects on one's skills, knowledge, attitude, and performance as a simulationist;
- appraises components of a safe learning environment for participants engaged in a simulation-based experience;
- embeds learning theory and frameworks in simulation design;
- incorporates foundational evidence for a simulation-based experience using a needs assessment;
- aligns simulation-based experiences with learning outcomes, related courses/modules, clinical practice, and/or curriculum;
- utilizes comprehensive and appropriate templates for simulation-based experiences;
- justifies the use of appropriate physical and human resources when designing simulations that use a range of modalities;
- promotes a physically and psychologically safe environment for engaging in simulation education;
- applies evidence informed best practices and operational logistics in simulation design;

- adapts the simulation experience to the needs, skill levels, and diversity of intended learners;
- determines the length and frequency of a simulation-based experience in relation to the complexity, context, prevalence of the problem, and the learning outcomes;
- chooses the methods of learner assessment and evaluation prior to the simulation-based experience.
- provides learners sufficient time, information, and orientation to the environment prior to the simulation-based experience;
- incorporates preparatory activities and prebriefing effectively to prepare learners for the simulation-based experience;
- establishes guidelines for the simulation experience to promote a physically and psychologically safe learning environment;
- facilitates the simulation actively and effectively according to HSSOBP™;
- effectively uses cueing to progress the scenario as necessary depending on the level of the learners and learning outcomes;
- provides constructive, respectful, and timely learner feedback during the simulation-based experience;
- models ethical approaches and professional integrity in simulation education by upholding the Healthcare Simulationist Code of Ethics;
- creates consistent simulation-based experiences across groups of learners;
- debriefs simulation-based experiences effectively in a conducive environment, using HSSOBPTM or other theoretical frameworks, to facilitate learning;
- articulates theoretical foundations and essential elements of interprofessional education and team behaviour as it relates to simulation pedagogy;
- capitalizes on the opportunities presented by simulation for interprofessional education and for the development of effective team behaviour;
- demonstrates a respect for the learning and educational cultures of other health professions;
- designs authentic, challenging, and relevant simulation-based experiences with educators from other health professions;
- implements simulation-based experiences that optimize the contribution of each profession;
- facilitates appropriate team-based debriefing and feedback following interprofessional simulation-based experiences;
- articulates the appropriate use of formative, summative, and high-stakes evaluations in simulation-based experiences;
- evaluates participants according to the learning objectives and intended outcomes of the simulation;
- selects valid, reliable and relevant evaluation instruments for outcome measurement;
- shares clear, appropriate, constructive, and timely formative feedback to support learning;
- provides discrete, constructive, and timely summative feedback in a safe learning environment;
- provides learner centered feedback that respects privacy, equity, diversity, and inclusivity;
- appraises research and evidence related to simulation-based education;
- mentors others in simulation-based education;
- participates in simulation activities and initiatives to advance the science of simulation;

- disseminates information to advance the science of simulation and improve educational practices;
- participates in professional development opportunities to enhance one's own knowledge, practice, and expertise;
- models the practice guidelines and principles of the Healthcare Simulationist Code of Ethics.

About the CCSNE Examination

Eligibility Requirements to Write the CCSNE Exam

The requirements for eligibility to write the CCSNE Exam are as follows:

1. The candidate must be a regulated nurse with a current licence in their jurisdiction
2. The candidate must have completed the Canadian Nurse Educator Simulation Certification Program

OR

1. The candidate must be a nurse with a current licence in their jurisdiction
2. The candidate must hold, at minimum, a master's degree
3. The candidate must have a minimum of three years of using simulation in their teaching practice
4. The candidate must have completed professional development courses in simulation

Nondiscrimination

CASN makes every effort to remove the possibility of discrimination of candidates based on age, gender, race, sexual orientation, citizenship, disability, or other factors. Each candidate's eligibility is evaluated based on the abovementioned criteria, which are independent of these identifying factors.

The online multiple-choice question format helps to mitigate the possibility of discrimination in marking.

For information regarding accommodation requests, please see the section "Special Accommodations for Candidates" below.

Exam Blueprint

There are 100 multiple-choice, independent questions covering the following competency categories:
- Draws on foundational theories, frameworks, and simulation pedagogy in simulation-based education **(13-15%)**
- Designs effective simulation-based experiences **(23-25%)**
- Facilitates effective learning within the context of simulation-based experiences **(23-25%)**
- Collaborates with educators from other health professions when developing and implementing interprofessional simulation-based experiences **(16-18%)**
- Evaluates simulated-based experiences and participants **(11-13%)**
- Contributes to furthering the scholarship of simulation **(9-11%)**

Cognitive Taxonomy

- Knowledge/Comprehension (30-35% of the exam)
- Application (45-50% of the exam)
- Critical Thinking (10-15% of the exam)

All questions are scored as correct or incorrect.

Proctors

Proctoring for the CCSNE Exam is done through online proctors (ProctorU) organized by Meazure Learning. Candidates will receive a booking link to select their preferred timeslot to write the exam one week after registration has closed.

More information about online proctoring can be found here: https://meazurelearning.wistia.com/medias/x8sicg86fm.

Preparing for the examination

Recommended References

Campbell, S., Luctkar-Flude, M., Harder, N., & Tyerman, J. (Eds.). (2023). Simulation in Canadian Nursing Education. Canadian Association of Schools of Nursing.

Canadian Association of Schools of Nursing. (2015). Practice Baccalaureate Nursing Education: Guidelines for Clinical Placements and Simulation. Ottawa, ON: Author.

INACSL Standards Committee (2016). INACSL standards of best practice. Clinical Simulation In Nursing, 12.

Jeffries, P. R. (2016). The NLN Jeffries Simulation Theory. Philadelphia, PA: Wolters Kluwer.

Nestle, D., Kelly, M., Jolly, B., & Watson, M. (Eds). (2018). Healthecare Simulation Education. Chichester, UK: Wiley Blackwell.

Palaganas, J. C., Maxworthy, J. C., Epps, C. A., & Mancini, M. E. (Eds). (2015). Defining Excellence in Simulation Programs. Philadelphia, PA: Wolters Kluwer.

Applying for the examination

Potential applicants must complete the online registration form and payment.

It is the responsibility of the applicant to ensure all information and supporting documents are submitted, that the information provided is accurate, and that all deadlines are met. The eligibility requirements listed above must be met.

The application will be considered complete when all requested documentation has been supplied, the form is accurately completed, and the application fee has been submitted.

Fees

CCSNE Examination	
Initial Testing	$450
Retest	$450
CCSNE Recertification	$150

Verification

CASN staff will verify the information on the application to ensure the eligibility requirements have been met. All information will be kept confidential.

Special Accommodation for Candidates

If a disability prohibits you from taking the examination under standard conditions, you may request a special accommodation as part of your online application. Please include a letter formally requesting accommodation, specifying the accommodation you require, and a letter from a professional (physician, psychologist, therapist, counsellor, nurse) who is able to provide a formal diagnosis and specific guidelines for the accommodation required. Once your application has been processed, staff from CASN will contact you to discuss special arrangements.

Examination Administration

Scheduling an Examination

There is a two-day examination-writing window, twice per year, during which writers must complete the exam.

Once registered, candidates will be sent a booking link through which they may select their preferred time to take them exam during the two-day window. Should you require technical assistance it is only available during regular business hours (8:00 am – 7:00 pm Eastern). If you require support during the testing window please contact testingsupport@meazurelearning.com and copy CASN at certification@casn.ca.

One week prior to the exam, access to an online exam tutorial will be sent to you. Please review the tutorial prior to writing your exam to familiarize yourself with the functionality and administration of the exam. It is recommended that you review the demo on the computer on which you will be taking the exam. Please note that it is recommended that candidates write the exam using Google Chrome or Firefox web browsers. Other web browsing applications may work but cannot be guaranteed.

Missed Appointments and Cancellations

The exam fee includes a $100 non-refundable administrative fee.

If you withdraw more than 7 days prior to the exam, contact CASN at certification@casn.ca. Staff will confirm your withdrawal and send you information on how to reapply. There will be no additional fee to the non-refundable administrative fee.

If you withdraw less than 7 working days before the exam you will be charged a $75 late withdrawal fee in addition to the $100 administrative fee.

To withdraw from the exam less than 7 working days before the exam window for compassionate reasons (illness, family emergency, etc.) you will not be charged the late fee. You will need to provide written verification (physician's note) within 10 days of your scheduled exam date.

Taking the Examination

The CCSNE examination is coordinated by an exam provider and is administered using online software.

Examination Restrictions

- No personal items, including but not limited to mobile phones, hand-held computers/personal digital assistants (PDAs) or other electronic devices, pagers, watches, wallets, purses, hats (and other non-religious head coverings),bags, coats, books, and/or notes, pens or pencils are allowed in the testing room.
- No additional time will be added to the writing time if the exam writer chooses to take a break.
- Exam writers cannot leave the testing room during the exam writing time without supervision of the invigilator.

Confidentiality of Examination Questions

All examination questions are the property of the Canadian Association of Schools of Nursing. It is forbidden to copy, reproduce, record, distribute, or display the examination questions by any means.

Misconduct

During the examination, the following actions will be considered misconduct and will result in your application being terminated:

- Using books, papers, notes, calculators, or electronic or audio-visual devices including organizers, iPods, pages, phones, or other recording devices
- Speaking or communicating in any form with another exam writer
- Purposefully exposing your responses to another exam writer
- Looking at the responses of another exam writer
- Removing or attempting to remove or copy exam material from the exam writing spot
- Failing to follow the directions of the invigilator
- Attempting to record examination questions or make notes
- Attempting to take the examination for someone else
- Attempting to tamper with the computer
- Attempting to access the internet or other reference material

Denial, Suspension, or Revocation of Your Certification Credential

Certification can be denied, suspended, or revoked by the Certification Board where there is evidence of any of the following:

- Cheating on a certification exam.
- Sharing exam questions or answers following the exam.
- Misrepresenting personal certification status.
- Submitting documentation that is not true or not accurate.
- Misrepresenting personal qualifications.
- Engaging in other similar, dishonest practices.

Following the Examination

Scoring and Report

You will receive confirmation of your examination results from CASN within 60 days of the exam date. A pass mark is set using a modified Angoff method and statistical analysis is done to ensure the pass mark is fair and reliable. Please note that candidates will only be informed whether they were successful or not, and not of a specific score. Results will be emailed to you followed by a certificate in the mail.

Requests for Hand Scoring

The examination scoring is via computer-based testing (the computer instantly records the response provided by the candidate) and hand scoring is not relevant. No hand scoring will be provided.

Candidates Who Pass the Examination

Candidates who pass the examination will receive official notification via email and information on the appropriate use of the designation Canadian Certified Simulation Nurse Educator ™ (CCSNE). They will also receive a certificate and a CCSNE pin.

Candidates Who Do Not Pass the Examination

Candidates who do not pass the examination will receive official notification and documentation of their performance from the exam administrator upon request. Candidates who are not successful on the examination may apply to rewrite the examination at the next examination window. Exam fees will apply. Candidates are eligible to write the exam up to three times.

Confidentiality

Any information collected through the application and verification process will be kept confidential except in instances where the law requires disclosure of facts. Information about candidates for testing and

results are considered confidential. Studies or reports on examination process and results will contain no information identifiable with any candidate unless authorized by the candidate.

Certification Renewal

CCSNE certification lasts for five years. To renew your CCNE certification after five years, you may either rewrite the exam or provide CASN with an e-portfolio consisting of, at minimum, one component from each of the following areas:

Personal teaching philosophy

- A statement of your teaching philosophy statement as it relates to simulation.
- Evidence of ongoing professional development activities related to simulation in nursing.

Practice

- Simulation scanarios you have created (individually or collaboratively) as well as the pre-briefing and debriefing activities you have created.

Scholarship

- Conference presentation relevant to simulation in nursing education.
- Journal or textbook publications relevant to simulation in nursing education.
- Webinar or lunch-and-learn presentations relevant to simulation.

Professional development

- A minimum of 15 hours of ongoing professional development activities (webinars, conferences, workshops, retreats, lunch-and-learns, reviewing research articles, etc.) related to simulation in nursing education.

Applications for certification renewal will be reviewed. Applications must be submitted by December 31 of the year of certification expiry.

Policies

Examination Appointment Changes

The examination window is two-days long and examination times can be changed within the window, with the agreement of the exam administrator.

Authorized use of CCSNE™

The use of the CCSNE credential is limited to individuals who have been successful on the examination and continue to meet the requirements for renewal of the certification.