

POLICY NUMBER: IV-X**POLICY TITLE:** Test Review Policy

LEGAL AUTHORITY: Miami Dade College ASN Student Handbook; Miami Dade College Student Rights & Responsibilities Handbook; MDC Manual of Procedures (MOP 8301 – Student Appeal of Grades; MOP 4018 – Student Petition Process; MOP 4025 – Student Code of Conduct)

DATE OF LAST REVIEW: 09/2025

POLICY STATEMENT

The Benjamin León School of Nursing is committed to maintaining the integrity, fairness, and continuous improvement of course examinations. Test development, administration, and review will align with the NCLEX-RN® Test Plan, AACN/QSEN competencies, and accepted standards of nursing education.

Examination Development and Administration

- Each nursing course will include **3–4-unit exams** (50 questions each) and one **comprehensive final exam** (75-100 questions). Students are allotted 1.5 minutes per test item.
 - Lectures that are 2 credits in length will have a minimum of two (2) unit exams in addition to a comprehensive final exam.
- Exams will be comprised of **NCLEX-style multiple-choice and alternate item formats**, including **Select All That Apply (SATA)** and other alternative items.
- A **test blueprint** will be created for each exam to ensure alignment with course outcomes, lecture hours, and NCLEX categories.
- **All faculty must follow both the program blueprint and the course blueprint when developing, reviewing, and administering exams.**
- All exam statistics will be reviewed by the **course lead** and randomly audited by the **Test Committee**.
- Faculty will peer-review test items (dyads/triads) to ensure quality and accuracy.

Test Item Writing Standards

All test items must:

- Reflect the **most current NCLEX-RN® Detailed Test Plan**.
- Be written in **clear, concise, present-tense, active voice**.
- Be easily read in less than one minute.
- Avoid unnecessary words, double negatives, and multiple-multiples.
- Use **standardized NCLEX terminology** (e.g., “provider” instead of “doctor” or “nurse”; “UAP” for unlicensed assistive personnel).
- Avoid bias in cultural references, gender, or stereotypes.

- **Medication administration calculation questions** should comprise **at least 10% of the total items** in every exam.
- Be formatted consistently (12-point font, grammatically correct, punctuation accurate).

Definition – Mastery Questions:

Mastery questions are items designed to assess essential, foundational knowledge or skills that every nursing student must demonstrate with near-universal accuracy. Examples include dosage calculation questions, safety-based questions (e.g., patient identification, infection control), or critical lab value recognition. These items are expected to yield **very high correct response rates ($\geq 90\%$)** and are not considered “too easy” if written intentionally to confirm student mastery of non-negotiable competencies.

→ **No more than 10% of any exam may consist of mastery questions.**

Nursing Pharmacology and Math (NUR 1141) may have an exception when testing Pharmacology Math.

Test Review and Analysis

- Following each exam, faculty will complete a **Test Review and Analysis Worksheet**, evaluating:
 - **Item difficulty (p-value):** Items $\leq 30\%$ are too difficult; $\geq 90\%$ (unless mastery) are too easy.
 - **Discrimination (point biserial correlation):** ≥ 0.30 very good; $0.20\text{--}0.29$ good; $0.09\text{--}0.19$ marginal; < 0.09 poor (revise or reject).
 - **Reliability (KR-20 index):** Acceptable range $0.40\text{--}0.70$; values near 1.00 indicate strong measurement of a single construct.
- Faculty will take the following actions based on analysis results:
 - **Revise** items with poor discrimination or clarity.
 - **Award credit** for multiple valid answers when justified.
 - **Nullify flawed items** and award points to all students.
- **If greater than 10% of exam items are nullified, the course faculty must schedule an appointment with the Test Committee to review the exam prior to reuse.**
- Test review sessions with students will focus on **concept clarification and test-taking strategies**. Exam items will **not** be released for retention.

Test Record-Keeping

Faculty are required to maintain exam documentation for **three years**, including:

- A copy of the exam and answer key.
- The completed test blueprint.

- Item analysis and results of discrimination, difficulty, and reliability.
- Faculty notes and decisions on item revisions or nullifications.

Faculty Responsibilities

- Develop exams in alignment with **NCLEX categories**: Management of Care, Safety/Infection Control, Health Promotion, Psychosocial Integrity, and Physiological Integrity.
- Ensure exams reflect a **progression of cognitive levels** (knowledge/comprehension early in program → application/analysis/synthesis in advanced courses).
- Include a balanced number of SATA/alternative item types as determined by the blueprint.
- Participate in **peer review** of test items for quality assurance.
- Continuously update the test bank based on item analysis and national exam standards.

References

- Miami Dade College ASN Student Handbook
- Miami Dade College Student Rights & Responsibilities Handbook
- MDC Manual of Procedures (MOP 8301 – Student Appeal of Grades)
- MDC Manual of Procedures (MOP 4018 – Student Petition Process)
- MDC Manual of Procedures (MOP 4025 – Student Code of Conduct)
- Oermann, M.H. & Gaberson, K.B. (2021). *Evaluation and Testing in Nursing Education* (6th ed.). Springer Publishing Company.
- Billings, D.M. & Halstead, J.A. (2020). *Teaching in Nursing: A Guide for Faculty*. Elsevier.
- NCLEX-RN® Detailed Test Plan (NCSBN, 2023).