Competency Assessment of Overseas Pharmacists (CAOP) Examination – (New Zealand Candidates only)

The Competency Assessment of Overseas Pharmacists (CAOP) Examination is designed to test candidates’ ability to apply their pharmaceutical knowledge and competence to practice issues in a New Zealand setting.

The CAOP Exam online fee is $1,845 AUD per attempt.

Following the satisfactory completion of the CAOP Examination, candidates will be required to meet the Pharmacy Council of New Zealand's (PCNZ) registration requirements to be eligible for full registration.

1. Register and sit for the CAOP examination
   - Use the online registration form on the APC home page to provide candidate’s personal information to the APC
   - Wait to receive candidate’s username and password via an email from the APC exams team for the Candidate Portal
   - Sign-in to the APC’s Candidate Portal
   - Choose ‘My Portal’ from the dropdown menu at the upper right-hand corner of the Candidate Portal
   - Go to section 2. ‘Register and Complete the CAOP Examination’ and click on ‘Book an Exam’
   - Select the test centre, date and time and proceed to checkout
   - Agree to Policies
   - Submit order and review summary page
   - Receive a confirmation email from Pearson VUE temporarily reserving the selected seat at this point in time
   - Click on “return to APC website” to make payment
   - Pay the exam fee by a credit card (Mastercard or Visa) or a debit card. The current CAOP fee is $1,845 AUD per attempt
     - If payment is not completed in time, the booking will be cancelled, and you will have to start the process again. Once payment has been made, the seat will be secured, and you will receive your receipt via email
   - Receive the exam reminder email from the APC sent one week before the exam date
   - Attend the exam venue and complete the exam
Nominating an agent/third party to act on your behalf
Candidates who would like to appoint someone to liaise with APC on candidate’s behalf (e.g. migration agent, family member, or friend) need to upload the agent authorisation form that is available in the ‘If You Use an Agent’ section when setting up candidate profile in the APC Candidate Portal. Both the Candidate and the agent must sign the Agent Authorisation form. Under Australian privacy legislation, a written authority form from the candidate must be received before APC communicating with anyone on candidate’s behalf.

Please note that the email addresses for the candidate and the agent/third party must be different.

Examination dates and places
Candidates need to select their examination details including venue, date, and time, to complete the exam registrations.

Please refer to APC’s exam dates and places page for details about when, where and what to bring to the exam.

Fees and payment
$1,845 AUD per attempt

Payment must be made by credit card (Visa or MasterCard) or debit card online. No any alternative forms of payment are accepted.

Credit cards must be issued by a bank located in the same country that the candidates are resident in.

A payment receipt will be sent to the candidate’s nominated email address after completing payment.

Refunds and cancellation
Refer to the ‘APC Refund of Fees for Examination Cancellation Guidelines’ for comprehensive information on the processes and procedures available to APC candidates wishing to withdraw from an exam. This policy is also applicable to candidates who may incur illness or personal circumstances that may prevent candidates from attempting the exam on the day.

Special accommodation
Special accommodation is the arrangement made by the APC to assist candidates who have physical or personal conditions that require support on the day of the exam.

Candidates with a pre-existing condition that may affect their ability to take the exam are eligible to raise a request to exams@pharmacycouncil.org.au. Candidates should provide current supporting documentation, e.g. a medical certificate from an appropriately qualified practitioner, along with the request. The documentation will be used to verify a condition and provide relevant and useful information in assessing appropriate adjustments or accommodations.
If the request is approved, the candidate will receive an email notification from the APC.

All special accommodation requests must be raised during exam registration.

Examples of special accommodations that can be provided are:
- Additional time
- Permission to leave the exam room for breaks
- Permission for more leg room due to an injury

The APC is unable to facilitate any special accommodation requests after the exam registration closure date.

**Identification required to sit the examination**

Two identity documents (IDs) are required to enter the exam venue and sit the exam.

**Primary ID**
- International Passport
- Government issued national/country identity card (with photo)
- Government issued citizenship card (with photo)
- Australian/NZ driver’s licence

**Secondary ID**
- Debit (ATM) card
- Credit card
- Any form of ID on the primary list

Refer to APC’s [exam dates and places](#) page for information about the mandatory documents required to sit the CAOP Exam.

**Examination approach and delivery**

High-stakes exam development and delivery require the highest levels of security and accuracy. In partnership with Pearson VUE, we deliver our high-stakes pharmacy exams to thousands of candidates around the world. Through regular subject-matter reviews and psychometric analysis, we ensure the reliability, defensibility and validity of our exams.

**Examination format**

The CAOP Examination is a computerised examination delivered via Pearson VUE software. It consists of 105 multiple-choice questions and one short answer response question.

Candidates must complete the exam within 3 hours.

Each multiple-choice question contains a stem, either a question phrase or short paragraph and four possible answers. There is only one correct answer for each multiple-choice question.
The short answer question contains a short patient scenario and an associated question. Candidates are required to provide a written response to the question. An example of the short response may be a letter or email to a doctor detailing medication-related considerations.

The Pearson VUE software randomises the order of the questions. However, the questions related to the calculations content area will always appear in the first 8 questions of each exam, and the short answer question will always be the last question in the CAOP examination.

Examination subject areas
The CAOP Exam covers five content areas based on the National Competency Standards Framework for Pharmacists in Australia 2016. The areas covered in the exam are:
- Calculations
- Appropriate approaches to medication management and health promotion
- Implementation of medication management strategies and plans
- Monitoring and evaluation of medication management strategies and plans
- Use appropriate communication skills

Examination question types
Questions may either stand-alone or be associated with a patient profile.

Stand-alone questions are those questions that are self-contained. Candidates will be given all the information required to answer the question.

Patient profile questions are 2 to 5 questions that are linked to content found in a patient record or profile. The patient profile will provide candidates with basic information about the patient (e.g. age, weight, allergies) and also more detailed information like a presenting complaint(s), any test results and the medication history.

Patient questions should be answered within the context of the profile. The answer to a question in the profile will not be dependent upon correctly answering another question. Candidates will be able to answer each question independently of other associated questions.

Preparing for the examination
The below resources are available to support candidates with preparing for an exam:
- downloadable practice exams
- downloadable Guide for the CAOPS Exam
- online tutorial to give candidates the chance to see the computer software used to deliver the exam.

All resources are located on our exam resources page.

APC exams are set on the latest information available through relevant journals, publications and textbooks. It is up to the candidate to obtain the latest information. APC does not
endorse any reference sources.

**Items permitted/not permitted in the examination room**
The CAOP exam is a closed-book exam.

Permitted items:
- calculator (must not be internet capable)
- an online calculator will also be provided as part of the exam software.
- Candidates can bring one copy of each of the following reference materials (maximum three books) into the exam room. The reference material should NOT contain annotations, handwritten notes or loose additional notes. However, parts of the text may be highlighted or flagged prior to the exam
  - **Australian Medicines Handbook (AMH)** – The Australian Medicines Handbook is an evidence based independent medicines reference preferred by thousands of clinicians in the Australian healthcare sector
  - **Australian Pharmaceutical Formulary (APF)** – This everyday guide to pharmacy practice is an invaluable pharmacy practice resource

Non-permitted items:
- wrist watches, mobile phones, tablets or other electronic devices at the candidate’s workstation
- pencils/pens into the exam room (an erasable marker and notepad will be provided to you)

**Examination results and next steps**
Results are available to view / download in the APC Candidate Portal approximately 4 weeks from the exam date. APC releases its exam results as PASS or FAIL only.

You must achieve at LEAST the minimum pass mark in each content area and an overall pass mark across the entire CAOP paper.

The minimum overall pass mark is 67%.

<table>
<thead>
<tr>
<th>CONTENT AREA</th>
<th>PASS MARK</th>
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<tbody>
<tr>
<td>Calculations</td>
<td>63% or above</td>
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<tr>
<td>Appropriate approaches to medication management and health promotion</td>
<td>50% or above</td>
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<tr>
<td>Implementation of medication management strategies and plans</td>
<td>50% or above</td>
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</table>
Monitoring and evaluation of medication management strategies and plans  50% or above

Use Appropriate Communication Skills  50% or above

Candidates or the nominated agent will receive an email from us when the exam result/s are available to download on our website. This email will contain the link to the APC Candidate Portal, and information on how to login to access the results.

Your Results Certificate can be downloaded from the APC Candidate Portal.

**Updating candidates’ contact details**
Candidates are required to provide us with written notification of a change in contact details/address. The [Change in Contact Details](#) form must be signed to be valid.

**Contact us**
Candidate portal login issues or exam registration enquiries:
**Australian Pharmacy Council (APC) Exams Team**
Email: exams@pharmacycouncil.org.au
Phone: +61 2 6188 4288 – select option 2 for the Exams Team

**Other useful contacts**
**Pharmacy Council of New Zealand**
Email: enquiries@pharmacycouncil.org.nz
Website: www.pharmacycouncil.org.nz
Phone: +64 4 495 0330