

COMPETENCY ASSESSEMENT OF OVERSEAS PHARMACISTS (CAOP) EXAMINATION – STREAM B

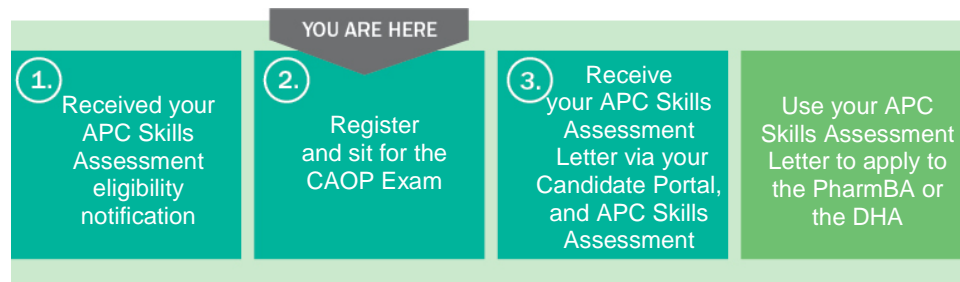
The [APC Skills Assessment-Stream B](#) is composed of an eligibility assessment and a knowledge assessment. Candidates will be required to successfully pass the paper to receive the APC Skills Assessment letter.

The Competency Assessment of Overseas Pharmacists (CAOP) Examination is designed to test your ability to apply your pharmaceutical knowledge and competence to practice issues in an Australian setting.

The CAOP Exam online fee is currently **AUD 1,800** per attempt.

Following the satisfactory completion of the CAOP Exam, you will be required to complete the [Pharmacy Board of Australia's](#) (PharmBA) registration requirements to be eligible for full registration.

Candidates should carefully review this information sheet in its entirety before registering for an exam.



1. YOU RECEIVED YOUR APC SKILLS ASSESSMENT ELIGIBILITY NOTIFICATION

- ✓ You received an APC Skills Assessment eligibility notification advising you were eligible under Stream B to sit the CAOP Exam.

2. REGISTER AND SIT FOR THE CAOP EXAM

- Check the [exam dates and places](#) page on the APC website for the exam schedules
- Special Needs Accommodation Requests: All requests should be emailed to exams@pharmacycouncil.org.au if you require special needs accommodation at the exam venue on the exam day
- Sign-in to APC's [Candidate Portal](#)
- Go to section 2. 'Register and Complete the CAOP Examination' and click on 'Book an Exam'
- Wait while the system is diverting you to the Pearson VUE web site
- Select your test centre, date and time, and proceed to checkout
- Agree to Policies
- Submit order and review summary page prior to returning to the APC web page to make payment
- Use a credit card (MasterCard or Visa) to pay the application fee which is currently **AUD 1,800** per attempt.
- You will have 30 minutes to complete payment. If you do not complete this in time, you will have to start the process again.
- Receive your booking confirmation via email: Once your exam details are confirmed and payment processed, you will receive a booking confirmation email from Pearson VUE verifying your details and listing the exam rules and policies. It is very important that you read the confirmation email carefully and contact us if you need to make any changes to your personal records.
- Receive the exam reminder email: The APC will send you a reminder email approximately one week before your exam date
- Attend your exam venue and complete your exam

3. RECEIVE YOUR APC SKILLS ASSESSMENT LETTER

- You or your nominated agent will receive an email from us when the CAOP Exam results are available to view / download in your APC [Candidate Portal account](#). If you pass the CAOP exam, the APC will send the APC Skills Assessment letter to you / your nominated agent's email address.
- If you pass the exam, you can view/download your Results Certificate in your [Candidate Portal account](#).

ADDITIONAL INFORMATION

For further information on the APC Skills Assessment process, please visit the Assessments section on the main page of our website and download the '[APC Skills Assessment-Stream B](#)' information pack.

THE APC CANDIDATE PORTAL ACCOUNTS

Candidates who have previously set up an account in the APC [Candidate Portal](#) can sign-in with their existing username and password.

Candidates who do not have existing sign-in details can contact us at exams@pharmacycouncil.org.au by providing the following information:

- the full name
- the date of birth (DD/MM/YYYY)
- the APC reference number
- a scanned copy of the APC Skills Assessment Eligibility notification / letter.

Candidates will be sent sign-in details upon confirmation of the above details.

PEARSON VUE ACCOUNTS

The APC candidate portal will automatically direct you into a Pearson VUE account. No account creation is needed.

NOMINATING AN AGENT / THIRD PARTY TO ACT ON YOUR BEHALF

If you would like to appoint someone to liaise with APC on your behalf (e.g. migration agent, family member, or friend), you will need to upload the agent authorisation form that is available in the 'If You Use an Agent' section when setting up your profile in the APC [Candidate Portal](#). Both you and your agent must sign the [Agent Authorisation](#) form. Under Australian privacy legislation, we must have a written authority form from you before communicating with anyone on your behalf.

Please note that APC will not correspond with you (the candidate) directly if you have nominated an agent/or third party to act on your behalf.

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

ENGLISH LANGUAGE REQUIREMENTS

Candidates are not required to provide evidence of their English language skills to be eligible to sit the CAOP Exam.

The Australian Health Practitioner Regulation Agency (AHPRA) will require you to provide evidence of English proficiency to complete the [Pharmacy Board of Australia \(PharmBA\)](#) registration requirements to be eligible for general registration as a pharmacist in Australia. You should consult the [Department of Home Affairs](#) (DHA) for further information on the English language requirements associated with visa / migration applications.

EXAM DATES AND PLACES

You need to select your examination details including venue, date, and time, to complete your exam registrations.

Please refer to our [exam dates and places](#) page for details about when, where and what to bring to the exam.

FEES AND PAYMENT

AUD 1,800 per attempt

Payment must be made by credit card (Visa or MasterCard) online. We do not accept any alternative forms of payment. You must complete payment within 30 minutes.

Your credit card must be issued by a bank located in the same country that you are a resident in. If it is not, the payment will be suspended, and you will not be able to complete the transaction. Please contact your financial institution if you require any advice relating to credit card payments.

After making payment, you will receive your confirmation email from Pearson VUE containing exam venue, date and time along with other important information.

A payment receipt will be sent to your nominated email address after completing payment.

Other fees and charges:

- AUD 70 - Exam Remark fee (upon request)
- AUD 80 - Administration fee (for reprinting of APC official documents)
- AUD 450 - Appeal to the APC Appeals Panel (upon request)
- AUD 900 - Appeal to Independent Appeals Committee (upon request)

REFUNDS

Please 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 you from attempting the exam on the day.

SPECIAL NEEDS ACCOMMODATION

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

If you have a condition that may affect your ability to take the exam, you should send your requests to exams@pharmacycouncil.org.au, and provide current supporting documentation, e.g., a medical certificate from an appropriately qualified practitioner, along with your request. The documentation will be used to verify a condition and provide relevant and useful information in assessing appropriate adjustments or accommodations. We will then review your application and contact you if we require additional information.

If your request is approved, we will notify you by email. We will also notify the venue coordinator who will provide you further guidance on the day of the exam.

It takes time for special needs accommodation requests to obtain approval. If you think you may require special needs accommodation, please contact us well in advance of the closing date of your exam registration.

Examples of special needs accommodations that we may be able to arrange for you are:

- Additional time
- Permission to leave the exam room for breaks
- Permission for more leg room due to an injury

We are unable to facilitate any special needs accommodation requests after the exam registration closure date.

IDENTIFICATION REQUIRED TO SIT THE EXAM

Please provide two identity documents (IDs) 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

Please refer to our [exam dates and places](#) page for information about the mandatory documents required to sit the CAOP Exam.

EXAM 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.

EXAM FORMAT

The CAOP Exam is delivered by computer (via Pearson VUE).

- It consists of one paper of 105 Multiple Choice Questions (MCQs) and one short answer question.
- You must complete the exam in 3 hours.
- Each question contains a stem (a question, phrase or short paragraph) and 4 to 5 possible answers.
- There is only one correct answer for each question.

EXAM SUBJECT AREAS

The CAOP Exam covers the following four domains from the [National Competency Standards Framework for Pharmacists in Australia 2010](#):

- Domain 2 – Short answer question
- Domain 4 – Review and supply prescribed medicines
- Domain 5 – Prepare pharmaceutical products
- Domain 6 – Delivery primary and preventative health care
- Domain 7 – Promote and contribute to optimal use of medicines

EXAM QUESTION TYPES

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

Stand-alone questions are those questions that are self-contained. You 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 EXAM

The below resources are available to support candidates with preparing for an exam:

- four online training modules for exam preparation
- downloadable practice exams and answer sheets
- downloadable Guide for the CAOPS Exam
- online tutorial to give you 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 EXAM 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
- **British National Formulary (BNF)** – The latest edition of the British National Formulary in print, with an improved monograph structure and treatment summaries for all drugs commonly prescribed in the UK.

Non-permitted items:

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

EXAM RESULTS AND NEXT STEPS

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

To pass the CAOP Exam, you must achieve a **minimum overall pass mark**. The **overall pass mark for each CAOP Exam is moderated** and therefore is not a fixed percentage.

- You must achieve 50% in Domains 2, 4, 6 and 7
- You must achieve 63% in Domain 5.

You or your nominated agent will receive an email from us when your 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 your results.

For both successful and unsuccessful candidates: Your **Results Certificate** can be downloaded from the APC Candidate Portal.

For successful candidates: Your Skills Assessment Letter will be emailed to you. You will require your **Results Certificate** and the **Skills Assessment Letter** to apply for provisional registration with [AHPRA](#).

You are only permitted 2 attempts at the CAOP Exam. If you fail the CAOP exam twice, you will be required to sit the KAPS Exam prior to receiving a Skills Assessment Letter.

UPDATING YOUR 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.

VALIDITY OF EXAM RESULTS

If you pass, your exam pass result will be valid for APC purposes for 3 years from the date on the APC Skills Assessment letter.

APPEALING A DECISION / REQUESTING AN EXAM REVIEW

Please refer to the [APC Appeals Policy](#) for comprehensive information on the processes and procedures available to APC stakeholders wishing to appeal an APC decision, including applying for an exam review.

CONTACT US

Candidate Portal Login Issues / Exams Enquiries:

APC Exams Team

Email: exams@pharmacycouncil.org.au

Phone: +61 2 6188 4288 –select option 2 for the Exams Team

Eligibility / Assessments Enquiries:

APC Assessments Team

Email: assessments@pharmacycouncil.org.au

Phone: +61 2 6188 4288 –select option 1 for the Assessments Team

OTHER USEFUL CONTACTS

Pharmacy Board of Australia

Web: www.pharmacyboard.gov.au

Phone: within Australia call 1300 419 495; from outside Australia call +61 3 9275 9009

Pharmacy Council of New Zealand

Email: enquiries@pharmacycouncil.org.nz

Web: www.pharmacycouncil.org.nz

Phone: +64 4 495 0330

Australian Department of Home Affairs

Web: <http://www.homeaffairs.gov.au/>

Phone: within Australia call 131 881; from outside Australia please contact the relevant Australian Immigration office overseas