



National Center for Competency Testing

7007 College Boulevard, Suite 705
Overland Park, KS 66211
Phone 800.875.4404; Fax 913.498.1243
Office Hours M-F 8:30am - 5:00pm CST
www.ncctinc.com

Letter to Employers

An Open Letter to Employers:

NCCT would like to familiarize you with its organization and provide answers to questions you may have about any NCCT certified applicant for employment with your organization.

NCCT is an independent certifier that has tested more than 240,000 individuals throughout the U.S. since 1989 in these categories:

- Medical Assistant
- Medical Office Assistant
- Phlebotomy Technician
- Insurance and Coding
- Pharmacy Technician
- Technician in Surgery
- Bookkeeper
- Patient Care Technician
- ECG Technician
- Donor Phlebotomist
- Certified Postsecondary Instructor®

Although many certifying agencies are initially created by associations seeking to certify their own memberships, NCCT was established independently to avoid allegiance to any single organization or association. NCCT solicits input from a multitude of practitioners, employers, instructors, schools/colleges, programs, organizations, accrediting bodies, and other regulatory agencies before determining the breadth and depth of content for their exams. After tests are created, they are assessed to meet psychometric standards for test validity, and made available to those who meet prerequisites.

NCCT validates the competence of candidates only by examination. NCCT does not provide credentials on the basis of experience alone. This is for the protection of both employers and the public. Each candidate must meet all exam requirements and must pass a criterion-referenced examination to earn an NCCT credential. Exam descriptions and requirements can be found on our website at www.ncctinc.com under Get Certified.

In addition, while some certifying agencies offer lifetime certification to applicants who pass a single exam, NCCT does not. NCCT certificants are required to complete a minimum of 12-14 contact hours of continuing education on an annual basis to maintain active status, which we believe provides employers and the public with assurance of their commitment to remain up to date in their professions.

It is our hope that this letter will provide your Human Resources department with the information it may need to assess any NCCT credential with which your organization is unfamiliar. Our certificants have worked very hard to earn their credentials, and we want them to have full and fair access to employment, like all other equally qualified and certified applicants. If we have not been successful in anticipating your questions in advance, or if there is anything you cannot find on our website, we would welcome the opportunity to provide you with additional information.

Sincerely,

The Staff at NCCT