



The Therapy Resource For Families & Professionals

Dear Customer:

Some publishers of the test materials we sell require the individuals using them to have appropriate credentials based on education, training and/or experience in the field of assessment. We have provided a link to the "[Application to Purchase and Use Assessment Materials](#)" form. Please complete and submit this form to us for approval.

If you are ordering for an organization or on behalf of another individual (e.g. the buyer for that organization), please specify the qualifications of the person with professional training who will assure appropriate use of the materials you are purchasing. This person is usually a licensed professional with training and experience in the use of similar tests.

If you have any questions regarding this request, please do not hesitate to contact our Customer Service representatives.

We appreciate your cooperation.

Thank you,

A handwritten signature in black ink that reads "Karen C. Wehrauch". The signature is written in a cursive style with a large initial 'K'.

Karen Conrad Wehrauch, ScD, OTR/L

President

Assessment Qualification Guidelines

Letter Code	Qualification Level
A	There are no special qualifications to purchase these products.
B	<p style="text-align: center;"><i>Tests may be purchased by individuals with:</i></p> <p>A master's degree in psychology, education, occupational therapy, social work, counseling, or in a field closely related to the intended use of the assessment, and formal training in the ethical administration, scoring, and interpretation of clinical assessments.</p>
	OR
	<p>Certification by or full active membership in a professional organization (such as ASHA, AOTA, AERA, ACA, AMA, CEC, AEA, AAA, EAA, NAEYC, NBCC) that requires training and experience in the relevant area of assessment.</p>
	<p style="text-align: center;">OR</p> <p>A degree or license to practice in the healthcare or allied healthcare field.</p>
C	<p style="text-align: center;"><i>Tests with a C qualification require a high level of expertise in test interpretation, and can be purchased by individuals with:</i></p> <p>A doctorate degree in psychology, education, or closely related field with formal training in the ethical administration, scoring, and interpretation of clinical assessments related to the intended use of the assessment.</p>
	OR
	<p style="text-align: center;">OR</p> <p>Licensure or certification to practice in your state in a field related to the purchase.</p> <p>Certification by or full active membership in a professional organization (such as APA, NASP, NAN, INS) that requires training and experience in the relevant area of assessment.</p>