



NATIONAL, ACCREDITED, INCLUSIVE

SHOOT FOR THE STARS: Logistics of the ETOE™ Exam to Obtain CoreCHI-Performance™ Certification Credential

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CCHICERTIFICATION.ORG

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Website: Info about certification

The screenshot shows the CCHI website interface. At the top left is the CCHI logo. In the top right corner, there are two buttons: "GET CERTIFIED" (highlighted with a red box) and "LOGIN". Below the logo, the URL "https://cchicertification.org/" is displayed, followed by the text "CERTIFICATION COMMISSION FOR HEALTHCARE INTERPRETERS: NATIONAL, ACCREDITED, INCLUSIVE". A dropdown arrow is visible below this text. At the bottom left, there is a section titled "Get certified with CCHI" with a brief description of the certification process. On the right side, there is a section titled "Select your place in certification path" with two main options: "Certification Process" (for new users or those in the application process) and "Certification Renewal" (for existing users). Each option has a corresponding button: "Start here" for the certification process and "Learn more" for certification renewal. A blue arrow points from the "GET CERTIFIED" button to the "Start here" button.

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EXAM DAY LOGISTICS



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Logistics: At the Test Center

- Bring to the test center a valid **photo ID**. Your name on the ID **must match** the name on the *Notice to Schedule* email.
 - Plan for an appointment of about **1.5 hours**
 - Arrive early so you can park, etc.
 - You are **NOT allowed to take anything into the testing room** (no phones, bags, paper, pens, etc.).
 - You are **NOT allowed to take any breaks during the exam**.
 - Testing is done in a **private room**.
 - You will be given paper and pencil for note taking. You will leave all notes at the test center once done.
- CCHI** A proctor will be monitoring the exam.

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Logistics: At the Test Center

- You will have about 15-20 minutes to test your headset and read the *Introduction* instructions. This time does not count towards the exam.
- The exam itself lasts 1 hour (60 minutes). Even if you don't finish after 1 hour, the exam will stop.



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At the ETOE™ Exam

Headset KOSS SB45

Make sure the mike is by your mouth and not above your head 😊

Understand that proctors may be administering this exam for the first time, too.



Make sure you hear the audio through the headset



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At the ETOE™ Exam

Headset

Microsoft Lifechat LX-3000



If the **red** light is ON the mike is **MUTE!** **UNMUTE** it before taking the test!

Mute Button - **DO NOT** to use this!



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Launching the Exam

Confirm Details 00:01:39

CCHI PROMETRIC

Last Name:

First Name:

Exam Name: English-to-English (ETOE) Interpreting Skills Examination

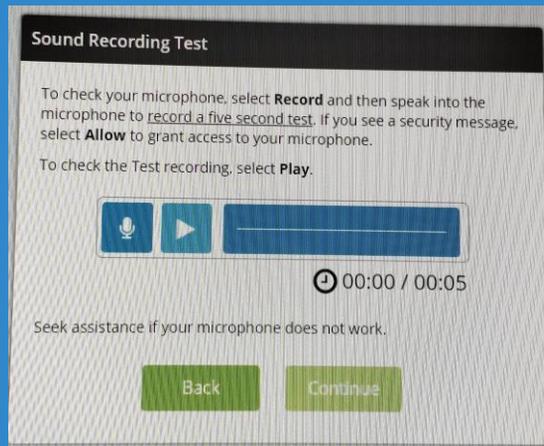
Language: US English

Are the details above correct?



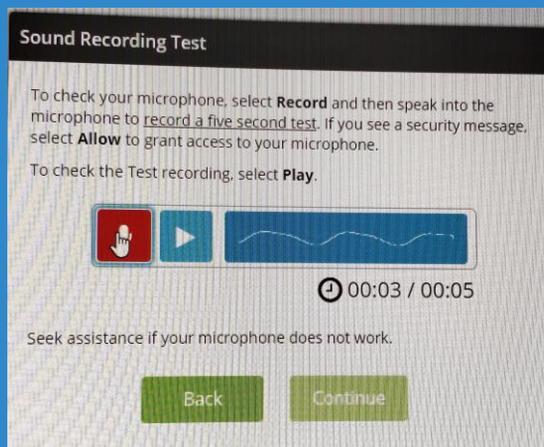
8

Testing Microphone & Playback



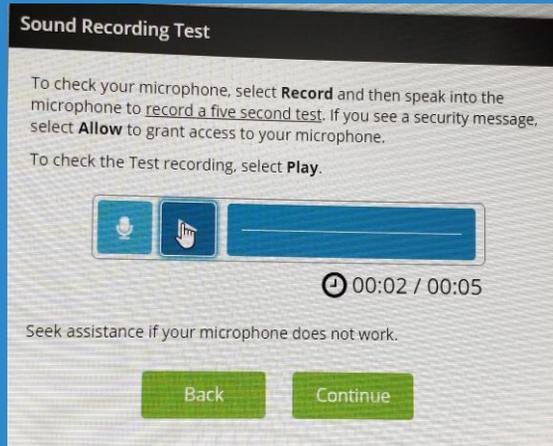
9

Testing Microphone & Playback



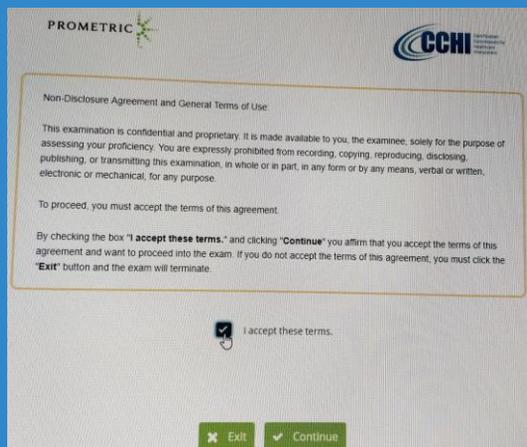
10

Testing Microphone & Playback



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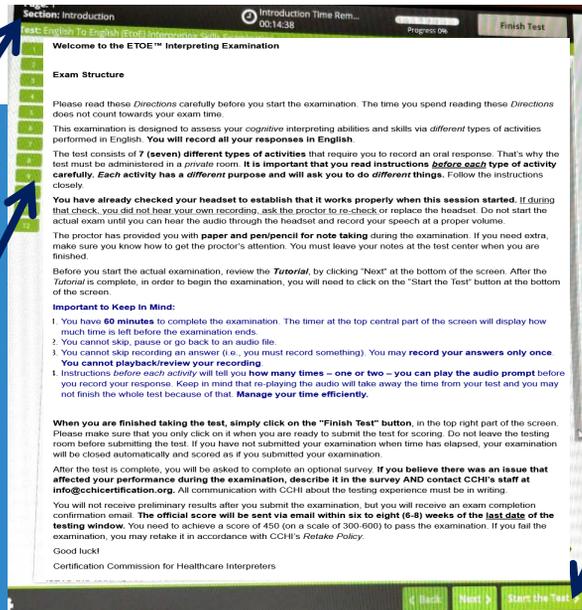
Non-disclosure Agreement



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Introduction Section

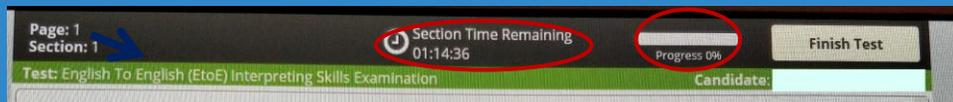
These are the *Introduction* pages. The label "Section" means the 10-15 minutes allocated for you to read the *Introduction*. You can click through all pages to learn about the test controls. This time does not count towards the 60-minute exam time.



When you are ready to start the actual test, click the "Start the Test" button at the bottom right.

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Exam Top Screen Panel



The label "Section 1" means all questions in the actual exam. The actual exam is timed to last 60 minutes.



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ETOE™ EXAM STRUCTURE & INTERFACE

There are 23 items (i.e., questions, activities) on the exam.

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ETOE Exam Specifications, based on JTA 2022

1. Listening Comprehension (14%), Audio-to-Audio
2. Shadowing (13%), Audio-to-Audio
3. Memory Capacity (24%), Audio-to-Audio
4. Restate the Meaning (21%), Audio-to-Audio
5. Equivalence of Meaning (19%), Text-to-Audio
6. Reading Comprehension (9%), Text-to-Audio
7. Speaking Skills in your Language Other Than English, Image-to-Audio



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1. Listening Comprehension (1 item)

You may play the speech up to 2 times.

When ready, click "Record."



Activity 1. Listening Comprehension

Purpose of this activity: To assess your understanding of an English oral speech on a healthcare topic, your ability to identify key points of a speech and restate the message.

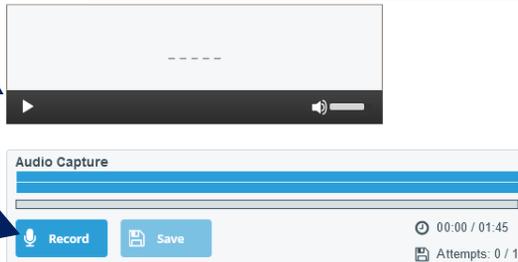
Directions:

Your goal is to identify and remember the key points of the speech. You will need to state in your own words all the **KEY** points the speaker makes. Do not repeat the whole speech word-for-word because this is **NOT** an interpreting task.

You may take notes and **play the recording 2 times**. Click the "Play" ► button to listen to the provider's speech. When you are ready, click the "Record" button and record your retelling of the **key** points in **ENGLISH**.

The time allocated to record your response is shown on screen. Click the "Save" button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.

Scenario: _____



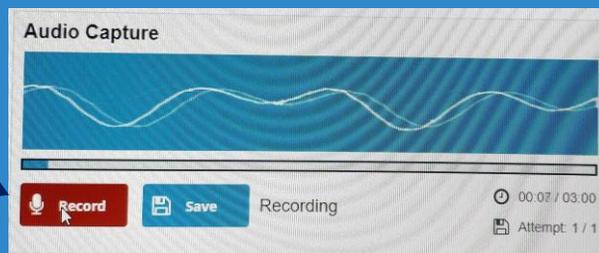
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Audio Controls: Recording

You can record only once. You cannot pause.

If everything is working correctly, the record button turns red, the indicator shows fluctuations of your volume, and the word "Recording" appears.

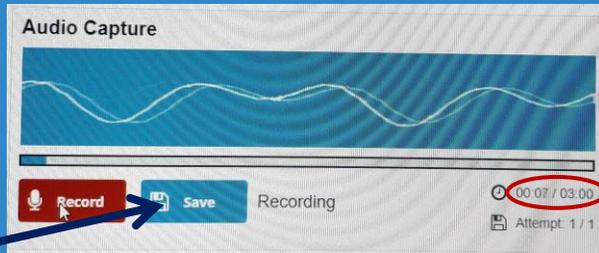
If any of these indicators are absent – inform the proctor immediately.



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Audio Controls: Recording

To stop the recording – *if you are done before the allocated time elapses*, click the **Save** button.

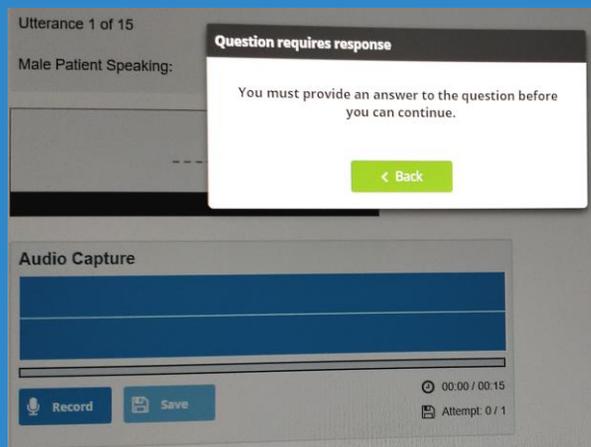


If you use all the allocated time, then the response is saved automatically and you do not need to click any button.



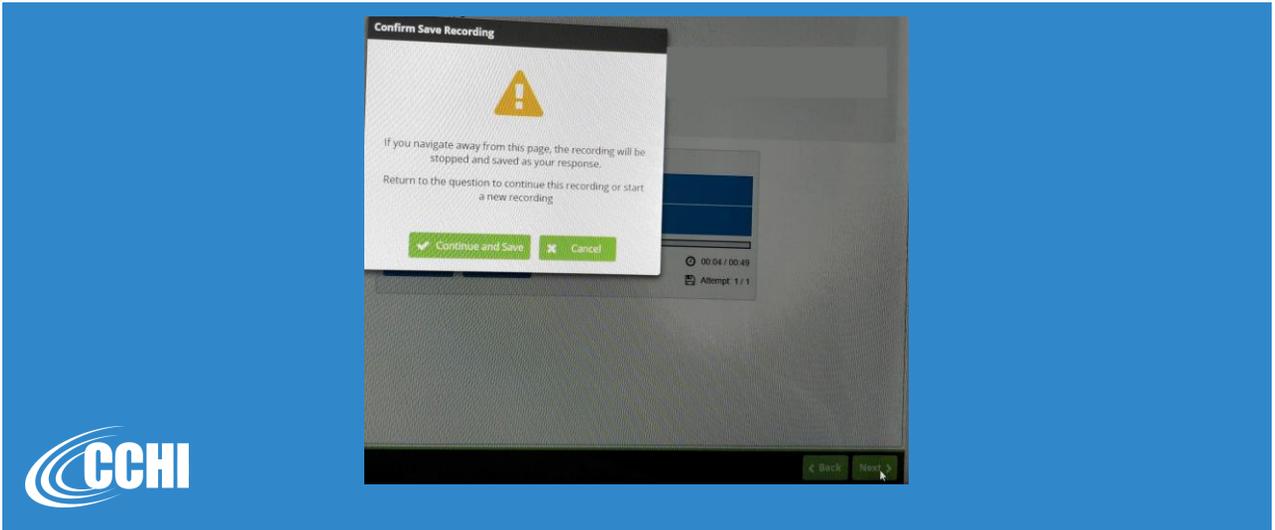
19

If you click "Next" without recording:



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If you click “Next” while recording time is still running and you didn’t “Save”:



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2. Shadowing (1 item)

For Shadowing, there is only one button – *Play*. As soon as you click *Play*, you need to start repeating in English because recording starts automatically.

Activity 2: Shadowing

Purpose of this activity: To assess your ability to focus, to understand a speech in English, and to repeat it in English as accurately as possible.

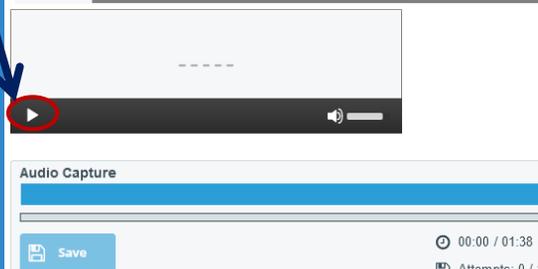
Directions:

This task is **ENGLISH to ENGLISH**. After you click the “**Play/Record**” ► button, and as you listen to the English recording, **REPEAT** what you hear in **ENGLISH** *simultaneously*.

- You will not be able to replay or pause the recording.
- You must start **REPEATING** what you hear within the first 10 seconds of starting the audio.
- Try to repeat in **ENGLISH** everything *exactly* as you hear it (verbatim), without omitting, adding, or changing any words.
- If you stop for any reason, resume repeating what you hear as soon as possible.

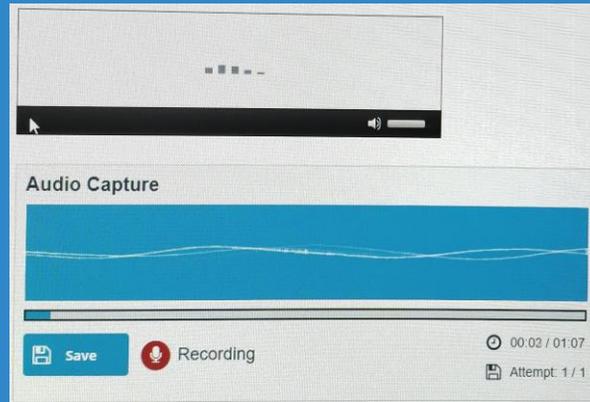
The time allocated to record your response is shown on screen. Click the “**Save**” button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.

Scenario:



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2. Shadowing



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3. Memory Capacity (8 items)

Activity 3. MEMORY CAPACITY

Purpose of this activity: To assess your short-term memory capacity, i.e., how long a message you can repeat word-for-word.

In this Section of the exam, there are 8 (eight) audio segments by different speakers in different settings. You will repeat exactly every word you hear (i.e., this is NOT interpreting). Please read the following directions carefully.

Directions:

In this section you will repeat exactly every word you hear (i.e., this is **NOT** interpreting).

Click the "**Play**" ► button to listen to the message. You may take notes, but you can only play the audio **ONCE** (you cannot re-play or pause the audio).

The "**Record**" button will appear after you listen to the audio prompt. When you are ready, click the "Record" button and repeat in **ENGLISH** what you hear. You need to repeat everything **EXACTLY** as you hear it, without changing, omitting, or adding, any words.

The time allocated to record your response is shown on screen. Click the "**Save**" button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.

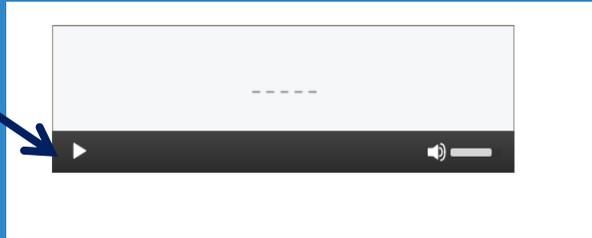
Next >



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3. Memory Capacity (8 items)

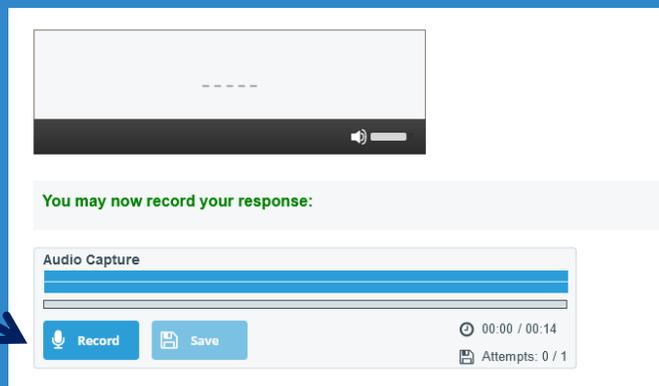
You may play
each statement
ONLY 1 time.
You may take
notes.



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3. Memory Capacity (8 items)

When ready,
click "Record."



Next >

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4. Restate the Message (7 items)

Activity 4. RESTATE THE MEANING

Purpose of this activity: To assess your ability to re-state (paraphrase) the oral message accurately in English, without changing the meaning and without adding or omitting any information. Re-statement can be achieved by explaining a term or providing its synonym.

In this Section of the exam, there are 7 (seven) audio segments by different speakers in different settings. You will need to re-state each statement in your own words. Please read the following directions carefully.

Directions:

Your goal is to **re-state (paraphrase) the message in ENGLISH** using your own words and to keep the same meaning of the *entire* message. You may use synonyms, change sentence structure, etc., to achieve this goal.

You may take notes and **play the audio 2 times only**. Click the "Play" ► button to listen to the message. When ready, click the "Record" button and give your retelling of the message in **ENGLISH**.

Do NOT just repeat what you hear word for word: use your own words in **ENGLISH** to convey the same meaning as the message. However, not every word can be changed, so some words in your answer will be the same as in the original. Do **NOT** omit or add any information (units of meaning).

The time allocated to record your response is shown on screen. Click the "Save" button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.



Next >

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4. Restate the Message (7 items)

You may play
each
statement up
to 2 times.

You may take
notes.

When ready,
click "Record."



Restate the Meaning

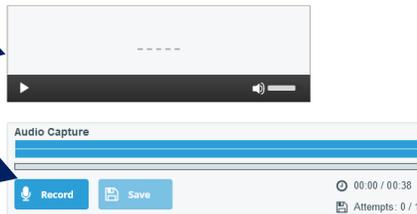
Directions:

Your goal is to re-state (paraphrase) the message in **ENGLISH** using your own words and to keep the same meaning of the entire message. You may use synonyms, change sentence structure, etc., to achieve this goal.

You may take notes and **play the audio 2 times**. Click the "Play" ► button to listen to the message. When ready, click the "Record" button and give your retelling of the message in **ENGLISH**.

Do NOT just repeat what you hear word for word: use your own words in **ENGLISH** to convey the same meaning as the message. However, not every word can be changed, so some words in your answer will be the same as in the original. Do **NOT** omit or add any information (units of meaning).

The time allocated to record your response is shown on screen. Click the "Save" button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.



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5. Equivalence of Meaning (4 items)

Activity 5. EQUIVALENCE OF MEANING

Purpose of this activity: To assess your ability to re-state (paraphrase) the underlined medical terms accurately in English, without changing the meaning and without adding or omitting any information. Re-statement can be achieved by explaining a term or providing its synonym. This activity is similar to the previous one.

In this Section of the exam, there are 4 (four) different passages with five underlined medical terms in each. You will need to re-state the underlined terms in your own words. This section is similar to the previous one. Please read the following directions carefully.

Directions:

First, read the passage and make sure you fully understand its meaning and the underlined medical terms.

When you are ready, click the "Record" button and record how you would rephrase (re-state) the entire passage in **ENGLISH** using your own words.

You **MUST** find alternatives for the underlined terms. Words that are not underlined may be changed or kept the same as necessary to maintain the meaning of the original text.

Remember, you must rephrase the *entire* message, including the underlined terms, not *only* the five underlined terms.

The time allocated to record your response is shown on screen. Click the "Save" button to save your response if you are done before the allocated time runs out (i.e., to stop the recording). Otherwise, your response will automatically be saved once the allocated time has expired. Note that you only have one attempt to record your response.

Next >



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5. Equivalence of Meaning (4 items)

Equivalence of Meaning

Directions:

First, read the passage and make sure you fully understand its meaning and the underlined medical terms. When you are ready, click the "Record" button and record how you would rephrase (re-state) the *entire* passage in **ENGLISH** using your own words. You **MUST** find alternatives for the underlined terms. Words that are not underlined may be changed or kept the same as necessary to maintain the meaning of the original text.

Passage to rephrase:

The text will be here.

Audio Capture

Record Save 00:00 / 00:44 Attempts: 0 / 1

This is the passage you need to read.

When ready, click "Record."



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6. Reading Comprehension (1 item)

Click "Record" and record all 3 answers, one after the other.



Activity 6: Reading Comprehension

Purpose of this activity: To assess your understanding of an English written text on a healthcare topic and to assess your ability to express yourself in English.

Directions:

First, read the text carefully. Then read the questions. When you are ready, click the "Record" button and answer in **ENGLISH** all three questions, one after the other, in your own words.

You have a total of **3 minutes to record all three answers**. Your answers should demonstrate your understanding of the text in English.

Text:

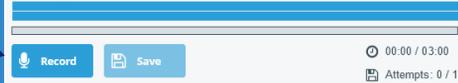
The text will be here.

Questions

- 1.
- 2.
- 3.

The questions will be here.

Audio Capture



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7. Speaking Skills in you Language Other Than English (1 item)

Activity 7. SPEAKING SKILLS in your Language Other Than English

This is the last Section of the exam; it contains one item. You will need to demonstrate your ability to speak and express yourself in your primary non-English language of interpreting. Please read the following directions carefully.

Directions:

This item is **DIFFERENT** than all previous items.

You will need to describe the image in your **NON-English** language (the language of the patients for whom you interpret). The goal is to show how well you speak your working language; **DO NOT SPEAK ENGLISH in this segment**.

Describe what you see in the picture, tell us a story about this picture. When ready, click the "Record" button, name the language you will be speaking, and start describing the picture. You will have 2 minutes to record your response. You cannot pause the recording.



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7. Speaking Skills in you Language Other Than English (1 item)

Directions:

This item is **DIFFERENT** than all previous items. You will need to describe the image in your **NON-English language** (the language of the patients for whom you interpret). The goal is to show how well you speak your working language; **DO NOT SPEAK ENGLISH in this segment**.

Describe what you see in the picture, tell us a story about this picture. When ready, click the "Record" button, name the language you will be speaking, and start describing the picture. You will have 2 minutes to record your response.



Audio Capture

Audio Capture interface showing a progress bar, a "Record" button with a microphone icon, a "Save" button with a floppy disk icon, a timer showing "00:00 / 02:00", and "Attempts: 0 / 1".

When ready, click "Record."



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Submit the Exam

You completed everything when the "Progress" bar shows 100%.

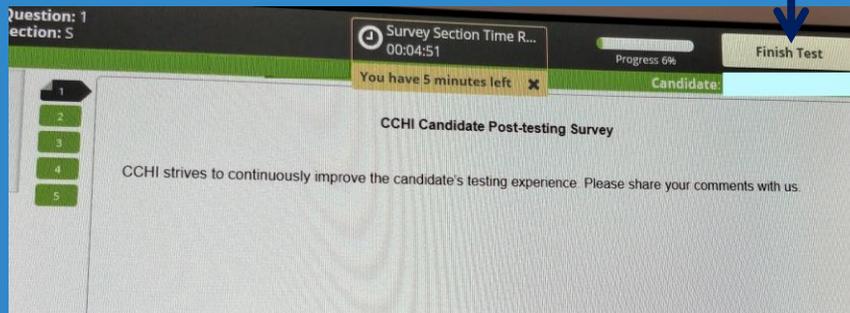
Then you can "Finish Section" (=the exam).



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Submit the Exam

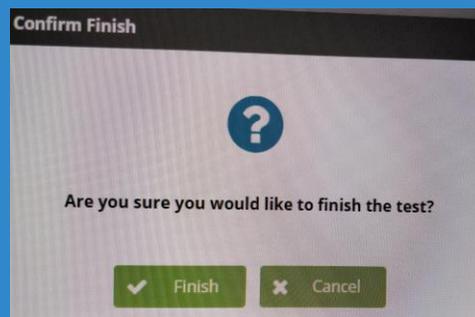
At the *Survey Section*, you will see the “Finish test” button and click it to submit the exam for scoring.



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Submit the Exam

Confirm by clicking “Finish.”



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After the ETOE™ Exam

- The exam is scored by *human raters*.
- You will receive your *ETOE™ Score Report* after the rating is complete, within 6-8 weeks of the last day of the testing window.
- CCHI also emails you your **official score**. This email you can see in your Profile at any time (under *Communications* tab at <https://cchi.learningbuilder.com>).
- You will receive the **CoreCHI-P certificate** within 10 days of the official score email.



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