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CC:

Subject: U.S. TRADEMARK APPLICATION NO. 85374659 - CLES - N/A - Request for Reconsideration Denied - Return to TTAB - Message 3 of 0

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years is vitally important for anyone who wants to distinguish themselves in the biomedical field. Professionals who have worked hard to pass the CLES and obtain certification have taken a key step toward ensuring themselves and others that they possess the skills and knowledge in order to perform their job in a competent manner.

#### **CLES Examination Application Procedure**

The Association for the Advancement of Medical Instrumentation (AAMI) is the primary source for the healthcare industry, its related professions, and the government for information on medical instrumentation and technology, including national and international standards. Under the direction of the International Certification Commission (ICC) and the United States Certification Commission (USCC), the Board of Examiners for Biomedical Equipment Technicians maintains several certification programs, one of which is the certification for laboratory equipment specialists. Candidates for this certification must meet certain eligibility requirements, including successfully passing the Certified Laboratory Equipment Specialist (CLES) examination. Individuals interested in taking the CLES examination must adhere to the ICC's application and eligibility requirements.

The Professional Testing Corporation (PTC) administers the CLES examination at specific test centers located throughout the United States. An examination application form can be obtained by calling PTC or by visiting their website: [www.PTCNY.com](http://www.PTCNY.com). Applications are also available on the AAMI website: [www.aami.org](http://www.aami.org). The examination is offered three times a year: once in the spring, once in the fall, and again in conjunction with the date of the ICC's annual conference. Applicants must adhere to the deadline for submitting an application to take the examination. If the applicant lives more than 250 miles from one of the established PTC test centers, by submitting a written request for a Special Test Center location at least eight weeks prior to the examination date, it may be possible to take the test at an alternate location. There is an additional fee of \$100 that applies in this scenario. The applicant will indicate the preferred test date and location in Part I of the application.

Applicants must complete Parts I and II of the application form prior to signing and dating it. Part II of the application requires the applicant to provide their personal and employment data, including their education and work experience. Those individuals who are applying to take the CLES certification examination must also provide additional information in Section C of Part II of the application form. For each specialty area they designate on the Work Experience section of the form, they must also include the percentage of time spent employed in each area. In Section E of Part II of the form the applicant must indicate if they are applying and taking the CLES examination in order to receive full CLES certification or candidacy for the certification.

In all cases, in addition to submitting the properly completed and signed form, the applicant must also include the following documentation with their application as substantiation of their eligibility: a copy of their diploma if they are claiming eligibility based on either an Associate's or Bachelor's degree, a copy of their military diploma if they are claiming eligibility based on completion of a U.S. military biomedical program, an official college transcript (applicable to international applicants), and the required fees. Whether the applicant is applying to take the examination to receive full certification status or candidate status, the application fee is \$315 which can be paid by check or credit card. If payment is not included along with the application, the application will not be processed.

Examination applicants requiring special accommodations must submit a Request for Special Accommodations Form at the same time they submit their application and fees. Applicants who, for religious reasons, are unable to take the examination on a Saturday, must submit satisfactory evidence to that effect. Both religious and special needs requests must be received by ICC at least eight weeks prior to the examination date.

All applications will be reviewed and notices sent to applicants to advise them if they are eligible to take the examination, in which case they will receive registration confirmation, or if they are ineligible to take the examination, in which case the application and fees previously submitted will be returned to the applicant along with a notice advising of their ineligibility.

#### **CLES Examination Day Logistics**

Individuals who are applying for the designation of Certified Laboratory Equipment Specialist (CLES) must satisfactorily pass the CLES examination that is administered at one of the Professional Testing Corporation's (PTC) test centers. If the applicant received a notice of examination eligibility from the International Certification Commission (ICC), the applicant is



then registered to take the CLES examination on the date specified. There are specific criteria to which the applicant must adhere both prior to and on the day of the examination.

Approximately three weeks before the date of the examination, PTC sends applicants an Admission Notice that provides examinees with confirmation of their assigned examination as well as the address of the PTC test center where the examination will be held. Applicants must bring their Admission Notice to the test center or they will not be allowed to enter. Applicants must also bring a current, valid, government-issued form of photograph identification, such as a driver's license or passport. Applicants should contact the PTC if they have not received their Admission Notice at least ten days prior to the scheduled examination date.



Applicants should bring several Number 2 pencils with them to the test center. They are not, however, permitted to bring programmable calculators, books, or any other type of reference materials in with them. They should ensure that all electronic devices such as cellular telephones, blackberries, blue tooth devices, cameras, IPODs, or MP3 players are turned off. It is important for applicants to listen to all instructions carefully and read directions closely; once the test begins, they will not be allowed to ask any questions concerning the content of the examination. PTC will consider applicants who do not comply with the testing rules as cheating; these applicants will need to leave the examination room, forfeiting their test fee and not being allowed to apply for testing again for a six-month period.

The CLES examination is comprised of 150 multiple choice questions. The applicant is allowed up to four hours to complete all questions. On examination day, all PTC test centers adhere to the same schedule. Examinees report to the test center at 8:30 a.m.; the examination begins at 9:00 a.m.; the examination ends at 1:00 p.m. In order to pass the certification examination, applicants must score a minimum of 105 answers correctly.

Approximately six weeks after the date of the examination, PTC will mail notification to applicants of their score. The results will be both a total overall composite score as well as a score for each of the five subject areas included in the examination. In the event the applicant has passed the examination, ICC will send them a packet as well. If the applicant had taken the examination in order to receive full CLES certification, the packet they receive from ICC will contain certification information. If the applicant had passed the examination on the path to obtaining candidacy status, ICC will send the candidate a congratulatory letter, which serves as notice of their in-training status if they need to show substantiation for any reason.

If an applicant chooses to not take the examination, they may receive a refund of 50% of the application fee by submitting a request to the ICC in writing no more than 30 days after the original test date. Applicants can also request to be rescheduled to a different examination date if they are unable to take the examination on the originally scheduled date. They must submit their request to reschedule the examination within 14 days of the date of the original examination, and also pay a \$100 non-refundable rescheduling fee. Applicants should make their examination plans keeping in mind that they can reschedule an examination only one time, if necessary.

#### **CLES Examination Study Strategies**

The Association for the Advancement of Medical Instrumentation (AAMI) is the primary source for the healthcare industry, its related professions, and the government for information on medical instrumentation and technology. Individuals who work in the field of clinical laboratory equipment can obtain the designation of Certified Laboratory Equipment Specialist (CLES). In order to obtain this professional designation, however, candidates must meet specific eligibility requirements, including successfully passing the Certified Laboratory Equipment Specialist examination.

The CLES examination is offered three times a year: in May, November, and at a special testing session that coincides with AAMI's annual conference. Implementing an effective preparation strategy will be the key to an examinee's success, including allowing several months of time to sufficiently study and apply for the examination.

The examination is comprised of 150 multiple choice questions; examinees must obtain a minimum of 105 correct responses in order to pass the test. Applicants should first understand that the CLES examination is divided into five different content areas. Each area carries a different weight toward the overall examination score. Therefore, by understanding the respective weight of each subject