

Professional Licensing and Certification Services



Proven Expertise

With more than 25 years of experience in providing professional licensing- and certification-related services to clients across the United States and Canada, CPS HR Consulting has developed an unsurpassed level of expertise. We have worked with hundreds of organizations to deliver program development, administration and management services. At CPS HR, we draw upon our vast experience to provide innovative and customized solutions to meet all of your licensing- and certification-related needs.



Proven Partnerships

CPS HR offers a full range of licensing and certification services — from program design to delivery to total program management. Because each profession has unique challenges, we tailor our services to meet your program's specific needs. You can rely on CPS HR to ensure the integrity of the testing process. Regardless of the scope, our clients get creative, cost-effective and professional service that makes their jobs easier and lets them focus their resources in other essential areas.

Proven Solutions

By choosing CPS HR, you'll have a legally defensible, valid and reliable licensing and certification program that's built on decades of experience and best practices. With unparalleled expertise in test design, candidate management and test administration and an enduring reputation for excellent client service, CPS HR will continue to surpass client needs for another 25 years.

Call us today to find out why CPS HR is the provider of choice for all your program needs.

Consulting Services

- ANSI, ICE and NCCA standards
- Program design and start-up
- Market research
- Psychometric analysis review

Examination Development

- Practice/job analysis
- Examination blueprint/
Test plan development
- Test design and construction
- Item development and review
- Data management – integration,
reporting and storage
- Statistical analysis
- Practical examination
design services
- Standard setting and
cut score determination
- Examination equating/
Parallel test design
- Technical report documentation
- Candidate preparation and
study guide development

Examination Administration

- Test site coordination
- Vast pool of skilled and trained
professional proctors
- Exam administration (paper/pencil,
CBT, oral and practical)
- ADA compliance and other
special accommodations
- Secure in-house printing of
exam materials

Candidate Management

- Candidate communication
- Customized solutions for
candidate management
- Applicant registration and
fee management
- Eligibility determination
- Continuing education
requirements
- Recertification and
renewals management
- Score reporting

For more information about these
services, please visit cpshr.us
or call **1.800.822.4277**



