Test Taker Rights
in Psychological Testing

Table of Contents

Purpose of this document ................................................................. 4

The rights of the test taker ................................................................. 5

Third parties .................................................................................. 6

Understanding specific test procedures and test restrictions .......... 6

Exercising your rights as a test taker ................................................. 7

Further information on psychological testing .................................. 7
Purpose of this document

The purpose of this document is to clarify the rights of test takers undergoing psychological testing as part of an assessment. It also addresses the expectations and possible concerns test takers may have about testing. The guide will promote a better understanding of testing procedures, and encourage good communication and cooperation between the testing professional and the test taker.
The rights of the test taker

Fundamental rights
The test taker has a right to be:

- assessed by a psychologist who is trained and qualified in the use of the test or tests being administered
- treated in a manner that is fair, impartial, and courteous.

Before testing
The test taker has a right to be informed of:

- who will cover the cost of the service and, if it is the test taker, what the cost will be
- the purpose of the testing
- the type and format of test(s) that will be used
- the validity of the test(s) in light of the purpose for which they are being used
- when testing will take place
- how long the testing session will take and if there will be breaks during the session
- what to bring to the testing session
- how to prepare for the testing session
- what to expect in the assessment process
- when test results will be available
- how, and to whom, the results will be communicated and in what form
- if a written report will be provided
- how test data and any relevant records will be stored, and the duration of storage
- information on any changes to the standard testing process to meet specific needs of the test taker (e.g., disability, language) and how this might impact on the test results
- the consequences of taking or not taking a test
- the opportunity to provide informed consent to undertake testing, or decline to do so.

During testing
The test taker has a right to:

- be assessed in a manner that ensures fairness
- take the test in an environment that is free from distractions
- be provided with clear instructions regarding the types of responses expected.

After testing
The test taker has a right to:

- be provided with feedback on the test results as agreed upon prior to testing
- have the opportunity to ask questions about the results
- receive any report(s) as agreed upon prior to testing.

---

1 This does not include naming the test to be used as in some instances this could compromise the integrity of the assessment process given that there may be information about the test publicly available on the Internet.
Third parties

In cases where other parties (i.e., other than the testing professional and the test taker) are involved, the test taker should request clarification about the limits of confidentiality in relation to the test results and the rights and responsibilities of the parties involved.

Examples of testing situations where third parties are involved:

<table>
<thead>
<tr>
<th>Test taker</th>
<th>Third party</th>
</tr>
</thead>
<tbody>
<tr>
<td>A child under the age of 18</td>
<td>Parents, legal guardian</td>
</tr>
<tr>
<td>A person who lacks capacity to make decisions</td>
<td>Legal guardian</td>
</tr>
<tr>
<td>A student undertaking testing for educational/funding purposes</td>
<td>School principal, teacher(s)</td>
</tr>
<tr>
<td>A person undertaking testing for occupational and/or recruitment purposes</td>
<td>The organisation that is requiring the testing (e.g., a recruitment agency)</td>
</tr>
<tr>
<td>A person undertaking testing for legal purposes</td>
<td>Courts, lawyers</td>
</tr>
<tr>
<td>A person undertaking testing for insurance purposes</td>
<td>WorkCover, motor accident, life insurance</td>
</tr>
</tbody>
</table>

Understanding specific test procedures and test restrictions

In order for psychological tests to be effective some tests require that they are administered under specific conditions including:

- not providing the name and full details of a test prior to administration
- administering test questions or activities in a particular sequence
- for numerical reasoning tests the use of calculators may or may not be allowed
- not having anyone else in the room.

Psychologists must conform to the specific requirements for each test in order for that test to provide reliable information.

Test takers have a right to seek information about test content and test procedures with the understanding that psychologists may not be able to provide details of some aspects of the psychological test being used in order for the test to continue to be an effective assessment tool.
Exercising your rights as a test taker

Psychological testing is a service, and like any other service, the purchaser has a right to understand what it is they will receive. A good understand of the testing process will assist both the test taker and the professional conducting the testing. It is important therefore that test takers know their rights, ask questions and discuss any concerns they have with the psychologist.

Sometimes the questions or concerns will arise after the testing has been completed, for example, as a result of receiving an unexpected outcome. At this time, it is particularly important that test takers seek any additional clarification needed to fully understand the test results and their implications.

Further information on psychological testing

Frequently asked questions about psychological testing:
psychology.org.au/community/topics/psych_testing/FAQs/

If you have questions about psychological testing you can call or email:
The Professional Advisory Service at the Australian Psychological Society
Email: professionaladvisory@psychology.org.au
Phone: (03) 8662 3300
Toll free: 1800 333 497