



&

The Forensic Nursing Certification Board

SEXUAL ASSAULT NURSE EXAMINER

EXAMINATION
CANDIDATE HANDBOOK

SEXUAL ASSAULT NURSE EXAMINER – ADULT/ADOLESCENT (SANE-A®)

SEXUAL ASSAULT NURSE EXAMINER – PEDIATRIC (SANE-P®)

2011

Table of Contents

Introduction	3
<i>About Certification</i>	3
<i>About the Forensic Nursing Certification Board (FNCB)</i>	3
Applying for the Examination	3
<i>Eligibility Criteria</i>	3
<i>Non-Discrimination Policy</i>	4
<i>Policy on Denial, Suspension, or Revocation of Certification</i>	5
<i>Submitting an Application</i>	5
<i>Name and Address Change</i>	6
<i>Incomplete Applications</i>	6
<i>Cancellations</i>	7
<i>Reasonable Accommodations</i>	7
<i>Eligibility Appeal Procedure</i>	7
<i>Examination Scheduling</i>	7
<i>Rescheduling an Examination</i>	8
Preparing for the Examination	8
<i>Preparing for Computer-based Testing</i>	8
<i>Preparing for the SANE-A and/or SANE-P Examinations</i>	8
<i>SANE-A[®] Content Outline</i>	9
<i>SANE-A[®] Clinical Competency Objectives</i>	10
<i>SANE-A[®] Reference List</i>	12
<i>SANE-P[®] Clinical Competency Objectives</i>	15
<i>SANE-P[®] Reference List</i>	16
Taking the Examination	17
<i>On the Day of the Examination</i>	17
<i>To Be Admitted into the Examination</i>	17
<i>Cancellation Due to Bad Weather or Other Emergency</i>	17
After the Examination	17
<i>Confidentiality</i>	17
<i>Complaints about Examination Content</i>	18
<i>Use of the Credentials</i>	18
<i>Renewal of Certification</i>	18
<i>Revocation of Certification</i>	18
Contact Information	18
Sexual Assault Nurse Examination Certification Examination Application	19

Introduction

Congratulations on your decision to earn the SANE-A[®] or SANE-P[®] credential! The SANE credentials signify a commitment to professional specialty forensic nursing practice and to lifelong learning. This handbook contains:

- Eligibility criteria for the examinations.
- A content outline for each examination.
- Guidelines for applying for each examination.
- What to expect when you go to the test center.
- What to expect after the test.

About Certification

Certification as a Sexual Assault Nurse Examiner – Adult/Adolescent (SANE-A[®]) or Sexual Assault Nurse Examiner – Pediatric (SANE-P[®]) demonstrates to colleagues, clients, employers and the public at large that certified individuals have the knowledge and expertise required of sexual assault nurse examiner specialty practice. Those who earn the SANE credential have met the highest standards of forensic nursing practice for sexual assault nurse examiners and have obtained objective validation of their expertise through certification.

About the Forensic Nursing Certification Board (FNCB)

The Forensic Nursing Certification Board (FNCB) was founded by the International Association of Forensic Nurses (IAFN) as a functionally autonomous component of the IAFN. While IAFN encompasses a wide and diverse body of knowledge in forensic nursing, practice as a sexual assault nurse examiner represents a mastery of a distinct and specialized body of knowledge within forensic nursing practice. The development of a certification examination is a way to recognize those who have attained and utilize that specialized knowledge.

The FNCB is composed of eleven board members who are experienced forensic and sexual assault nurse examiners. FNCB members are selected to represent the diverse demographic characteristics, roles and settings in which sexual assault nurse examiners practice. They also represent diverse geographic areas within the United States (US) and internationally.

The FNCB works with a contracted testing company, Castle Worldwide, Inc., to develop and administer the certification examinations. Castle staff members have extensive experience in the development and administration of professional certification examinations.

Applying for the Examination

Eligibility Criteria

All candidates must meet the following criteria to be eligible to take the SANE-A[®] or SANE-P[®] examination:

- Hold and active, unrestricted license as a registered nurse (RN) in the United States (US)

OR

- Hold a license as a first-level general nurse in the country/jurisdiction of practice.

NOTE: Candidates who do not have a US RN license must have completed a post-secondary nursing education program that includes classroom instruction and clinical practice in medical, surgical, obstetric, pediatric, and psychiatric nursing. These candidates may be asked to provide a transcript from their nursing education program to determine eligibility.

Candidates for the **SANE-A** examination must meet the following additional criteria:

- Have practiced nursing for a minimum of two (2) years as an RN or first-level general nurse in the country of licensure.
- Have successfully completed an adult/adolescent sexual assault nursing education program that includes a minimum of 40 hours of course work that provides nursing continuing education contact hours or academic credit from an accredited educational institution. All educational programs must follow the content outline contained in IAFN's *Sexual Assault Nurse Examiner Education Guidelines*.

OR

- Have successfully completed a combined adult/adolescent and pediatric sexual assault nursing education program that includes a minimum of 64 hours of course work that provides nursing continuing education contact hours or academic credit from an accredited educational institution. All educational programs must follow the content outline contained in IAFN's *Sexual Assault Nurse Examiner Education Guidelines*.
- Have had supervised practice as a sexual assault nurse examiner within the past three (3) years, until competency has been validated (see Clinical Competency Guidelines in this handbook).

Candidates for the **SANE-P** examination must meet the following additional criteria:

- Have practiced nursing for a minimum of three (3) years as an RN or first-level general nurse in the country of licensure.
- Have successfully completed a pediatric sexual assault nursing education program that includes a minimum of 40 hours of course work that provides nursing continuing education contact hours or academic credit from an accredited educational institution. All educational programs must follow the content outline contained in IAFN's *Sexual Assault Nurse Examiner Education Guidelines*.

OR

- Have successfully completed a combined adult/adolescent and pediatric sexual assault nursing education program that includes a minimum of 64 hours of course work that provides nursing continuing education contact hours or academic credit from an accredited educational institution. All educational programs must follow the content outline contained in IAFN's *Sexual Assault Nurse Examiner Education Guidelines*.
- Have had supervised practice as a sexual assault nurse examiner within the past three (3) years, until competency has been validated (see Pediatric Clinical Competency Objectives in this handbook). *NOTE:* Candidates who hold the SANE-A credential may provide proof of current SANE-A certification rather than validation of clinical competence in adolescent practice.

Non-Discrimination Policy

IAFN, the FNCB and Castle do not discriminate against any candidate for certification on the basis of race, color, creed, age, gender, national origin, religion, disability, marital status, parental status, ancestry, sexual orientation, military discharge status or source of income. All candidates for certification will be judged solely on the criteria determined by the FNCB.

Policy on Denial, Suspension, or Revocation of Certification

The occurrence of any of the following actions will result in the denial, suspension, or revocation of SANE-A[®] and/or SANE-P[®] certification:

- Falsification of the certification examination application
- Falsification of any material information requested by the Forensic Nursing Certification Board (FNCB)
- Any restrictions such as revocation, suspension, probation or other sanctions of the professional RN or nursing license by a nursing authority
- Misrepresentation of SANE-A and/or SANE-P status
- Cheating on any certification examination

Submitting an Application

Before submitting an application, please read all the information contained in this handbook. It is the candidate's responsibility to ensure that s/he is eligible before submitting an application. All application fees include a non-refundable processing fee of \$50. Any candidate whose personal check is returned for insufficient funds will be required to pay a \$30 returned check fee. Remittance of fees following a returned check must be made by money order, certified check or credit card.

When completing your application:

- You must apply for the examination using the name on the government-issued identification that you will use to be admitted to the test center.
If the name on your application does not match the name on your government-issued identification, you will not be allowed to test.
- Complete all sections of the application. Please type or print legibly all sections of the application except signatures.
- **Please include a valid email address - examination scheduling information will be sent via email.** In order to receive important electronic correspondence regarding your test scheduling, please ensure that your email program will accept emails from ibt@castleworldwide.com
- Provide the name and contact information of a physician or nurse who is familiar with the candidate's clinical practice either through direct observation, supervision or peer review. If the candidate's application is audited, this individual will be contacted to verify the candidate's clinical competence.
- Attach confirmation of RN or general nursing licensure – this may be a copy of your license or a printout from a licensure verification website.
- If you are applying to take the SANE-A and SANE-P certification examinations during the same testing window, please submit a separate application for each examination.
- Include the appropriate Examination Fee. Make all checks payable to IAFN.
\$275 for IAFN members
\$400 for non-members
\$500 for international testing sites including military bases (outside the US and Canada)
\$75 late fee

\$115 IAFN member dues (if you would like to join IAFN at the same time you apply for the examination, you may include the member dues with your application fee).

- Application deadlines are:
 - March 1, 2011 for May 2011 testing window**
 - March 15, 2011 – late deadline for May 2011 testing window** – please include late fee with application.
 - August 2, 2011 – deadline for October 2011 testing window**
 - August 16, 2011 late deadline for October 2011 testing window** – please include late fee with application.

NOTE: All applications must be *received* in the IAFN office by the deadline date. To ensure receipt of the application by the deadline, please consider submitting your application online.

- Mail the application with fee and required attachments to:
FNCCB c/o IAFN
1517 Ritchie Hwy, Ste. 208
Arnold, MD 21012
- You may also complete the examination application online at www.iafn.org, select the Certification tab and then Applications and Renewals from the left navigation. ***You may only use the online application if you are paying for your examination by credit card.***
- A candidate who does not pass the examination may re-take the examination within one (1) year for a reduced fee of \$200 for IAFN members and \$325 for non-members. If the candidate does not pass the second time, the candidate must re-apply and pay the full examination fee.
- If, upon review or random audit of your application, it is determined that you are not eligible to take the examination, your application fee will be refunded, minus the \$50 processing fee.

Name and Address Change

It is your responsibility to notify IAFN with any name or address changes, including any change in email address. For any changes in name, address or email address, please notify:

IAFN

1517 Ritchie Hwy, Ste 208

Arnold, MD 21012

Phone: 1-410-626-7805

Fax: 1-410-626-7804

Email: info@iafn.org

Incomplete Applications

An application will be considered incomplete if any of the requested information is missing or the appropriate fee is not included. Candidates will be notified once via email and once via telephone that the application is incomplete and what must be done to complete the application. You will only receive examination scheduling information after your completed application is processed and approved.

Cancellations

Cancellations will be accepted until two weeks before the initial application deadline. Refunds will be made minus a \$50 processing fee. Cancellations after that time will not be refunded but the application and fee may be applied to a certification exam scheduled within the next one (1) year or two (2) testing periods.

Reasonable Accommodations

Reasonable accommodations provide candidates with disabilities a fair and equal opportunity to demonstrate their knowledge and skill in the essential functions being measured by the examination. Reasonable accommodations are decided upon based on the individual's specific request, disability, documentation submitted and the appropriateness of the request. Reasonable accommodations do not include steps that fundamentally alter the purpose or nature of the examination.

Reasonable accommodations generally are provided for candidates who have a physical or mental impairment that substantially limits that person in one or more major life activities (e.g. walking, talking, hearing, performing manual tasks); have a record of such physical or mental impairment; or are regarded as having a physical or mental impairment.

To apply for reasonable accommodations, the candidate must submit documentation provided by an appropriate licensed professional on the professional's letterhead to the FNCB at 1517 Ritchie Hwy, Suite 208, Arnold, MD 21012. The documentation must include a diagnosis of the disability and specific recommendations for accommodations. This documentation must be submitted at least 45 days prior to the testing date.

Eligibility Appeal Procedure

A candidate whose eligibility has been denied may appeal the decision. The appeal must be submitted in writing to the President of the FNCB within three (3) months of notification. The appeal should state the reasons the candidate feels s/he is eligible to take the examination. The FNCB will appoint an Appeals Committee (at the candidate's request and expense) to review the appeal. The recommendations of the Appeals Committee will be presented to the FNCB and a final decision will be made. The candidate will be notified of the decision within one (1) month of the FNCB meeting. The decision of the FNCB is final.

Examination Scheduling

Approximately 30 days prior to the start of the testing window, you will receive a notice to schedule your examination via e-mail from Castle Worldwide. This notice will provide you with a URL address and a username/password to access Castle's online scheduling system. Once logged on, you will be asked to submit a preferred testing date and location from the list of available dates and sites.

You must log on and submit your scheduling request at least seven (7) days prior to your preferred testing date and you will be permitted to schedule a testing session only during the designated 30-day testing window.

If you do not schedule your examination at least seven (7) days before the end of the testing window and are unable to test, your examination fees will be forfeited.

Upon approval of your preferred test date and location, you will receive a confirmation notice via e-mail which provides the exact test date, time and location. **You must print this confirmation notice and bring it to the test center with you.** On the day of testing, you will be permitted four (4) hours to complete the examination.

Please click on the following link for a list of testing center locations:

<https://www.castleworldwide.com/castleweb/clients/testing-services/ibt-testing-sites.aspx>

Rescheduling an Examination

You may reschedule a testing session up to five (5) business days before your testing appointment through the online scheduling system. You may reschedule your testing appointment for either later in the testing window (time/availability permitting) or the next available testing window if you are still eligible (i.e. within the one-year period of application eligibility). A \$75 non-refundable fee will apply.

If you do not appear for your testing appointment or you do not reschedule your examination at least five (5) business days before your testing appointment, then your testing fees will be forfeited.

Preparing for the Examination

Preparing for Computer-based Testing

Castle offers a free online tutorial and demo test to familiarize candidates with the computer-based testing environment. The online demonstration and tutorial are accessible at any time, anywhere through any computer with Internet access. Candidates may access the tutorial and demo on Castle's Web site, www.castleworldwide.com/tds_v5/asp/home.asp. The demo is not intended to be a review of the SANE-A[®] or SANE-P[®] examination content.

Preparing for the SANE-A and/or SANE-P Examinations

A certification examination is based on an explicit set of competency statements. These competency statements have been determined through a job analysis study conducted with current practitioners. The competency statements in the current examination are based on a job analysis study completed by IAFN in 2010.

The competency statements are divided into different content areas and each content area is given a percentage weight which determines how much of that content area will be on every examination.

Each SANE examination contains 175 questions written within the framework of the nursing process. You will be permitted four (4) hours to complete either the SANE-A or SANE-P examination.

This section contains the content outline with weightings for the SANE-A and SANE-P examinations, the clinical competency objectives for each examination and a reference list for each examination. The reference list provides recommended texts that may assist with preparing for the examination. It is not meant to be all-inclusive list of forensic references.

SANE-A® Content Outline

- 1. Assessment of the Sexual Assault Patient** **40%**
 - a. Identify the patient's immediate psychological response to sexual assault.
 - b. Identify the risk factors and symptoms of peri-traumatic and/or post-traumatic stress disorder (PTSD).
 - c. Identify urgent/emergent medical problems that require medical treatment prior to and/or during the SANE examination.
 - d. Obtain and document a pertinent health history.
 - e. Obtain and document the reported sexual assault/abuse history.
 - f. Perform a head-to-toe physical assessment.
 - g. Adapt examination techniques based on the patient's specific need.
 - h. Distinguish trauma from disease process and/or normal variations in anatomy.
 - i. Assess orifices involved in the sexual assault for trauma.
 - j. Assess the patient for indicators of drug-facilitated sexual assault.
 - k. Identify, implement and document deviations to usual examination procedures.
 - l. Assess and promote safety of the patient during and after the SANE evaluation.
 - m. Assess the patient's level of physical, psychological and cognitive development.
 - n. Assess the patient for the risk of infection with the human immunodeficiency virus (HIV) and provide information and/or treatment for prophylaxis.
 - o. Assess the patient's hepatitis B immunization status and provide information and/or treatment for prophylaxis.
 - p. Assess the patient for pregnancy and counsel the patient about emergency contraception options.
 - q. Assess the patient's immunization status and offer or refer the patient the immunization if indicated.

- 2. Evidence Collection and Documentation** **16%**
 - a. Use a systematic method of forensic evidence collection that protects the integrity of the evidence.
 - b. Take measures to maintain/protect the chain of custody of the evidence.
 - c. Consider issues of timing in collection of forensic evidence and lab specimens.
 - d. Collect and record biological and trace evidence from involved orifices and other body areas of contact.
 - e. Collect standard samples (e.g. blood, hair, buccal cells) for DNA.
 - f. Collect and document clothing and its present condition.
 - g. Use written descriptions and body diagrams to document findings.

- 3. Management of the Sexual Assault Patient** **23%**
 - a. Throughout the examination, provide information, education and support while soliciting feedback from the patient.
 - b. Provide the patient with the opportunity for developmentally appropriate control and consent.
 - c. Provide crisis intervention and anticipatory guidance to the patient and family members/caregivers.
 - d. Facilitate communication when there is a language or other communication barrier.
 - e. Offer or provide for testing, prophylaxis and treatment of sexually transmitted infections.
 - f. Counsel the patient regarding safe sex precautions to prevent sexually transmitted infection transmission.

- g. Educate the patient about actions and side effects of prophylactic medications.
- h. Consult with or refer to other healthcare providers regarding medical problems identified.
- i. Refer the patient for follow-up counseling, support and/or advocacy services.
- j. Provide follow-up for the patient regarding photodocumentation, wound care, lab results, etc.

4. Interact Throughout the Judicial Process **11%**

- a. Testify as a fact witness for the prosecution or defense.
- b. Testify as an expert witness for the prosecution or defense.
- c. Testify regarding the integrity of the chain of custody of evidence.
- d. Respond to subpoenas and court orders.
- e. Respond effectively to aggressive/condescending questions when testifying.

5. Professional Practice Issues **10%**

- a. Ensure that systems are in place to provide for the safety of the SANE during and after the evaluation.
- b. Implement principles of confidentiality.
- c. Implement principles of informed consent and informed refusal.
- d. Evaluate and utilize current evidence-based practice (e.g. research, quality improvement).

SANE-A® Clinical Competency Objectives

The following clinical competency objectives should be used to direct the clinical evaluation of the SANE-A candidate. This list is not inclusive but includes the minimum criteria necessary to practice as a competent SANE. The preceptor should evaluate the SANE candidate in all of the following areas until competency is demonstrated by the SANE candidate. The preceptor/evaluator will use his/her own clinical judgment and expertise to determine when each individual SANE candidate is competent.

- I. Explains/provides the following to the patient as needed:
 - A. General consent.
 - B. Procedures and equipment.
 - C. Rights to privacy and confidentiality.
 - D. Purpose of multidisciplinary team members.

- II. Obtains health and forensic history and documents thoroughly according to agency standards.

- III. Performs thorough patient-centered assessment, using appropriate equipment and techniques, and triages and refers when appropriate.

- IV. Uses proper techniques, collects appropriate evidence according to local protocol, documents and maintains chain of custody evidence accurately, including
 - A. Skin surface specimens.
 - B. Oral and ano-genital specimens.
 - C. Blood and urine specimens.

- V. Uses proper techniques performs forensic photography accurately.

- VI. Follows assessment guidelines and standardized procedures for age-specific and special populations
 - A. Adolescent patient
 - B. Adult patient
 - C. Elderly patient
 - D. Pregnant patient
 - E. Vulnerable and special needs patient
- VII. Provides appropriate medication administration, discharge instructions and health care referrals.
- VIII. Performs psychosocial assessment, including:
 - A. Crisis intervention
 - B. Safety assessment and planning
 - C. Referrals
 - D. Culturally competent approach
- IX. Participates in professional activities to continually improve practice, including but not limited to chart review, peer review, on-going education, supervision, and mentoring to prepare the nurse for the SANE role.

SANE-A[®] Reference List

This reference list has been compiled to provide suggested reference to assist with studying for the examination. This list is not all inclusive and other references may be used to help you meet the competencies including the Journal of Forensic Nursing and other peer-reviewed journals.

- American College of Emergency Physicians (1999). *Evaluation and management of the sexually assaulted or sexually abused patient*. Dallas: Author. (available online at no cost at www.acep.org).
- American Nurses Association and International Association of Forensic Nurses (2009). *Forensic nursing: scope and standards of practice*. Silver Springs: Nursebooks.org.
- Crowley, S. R. (1999). *Sexual assault: the medical-legal examination*. Stamford; Appleton & Lange.
- Center for Disease Control (CDC) (2010). *Sexually transmitted diseases treatment guidelines*. (available online at www.cdc.gov)
- Center for Disease Control (CDC) (2005). *Antiretroviral post-exposure prophylaxis after sexual, injection-drug use or other nonoccupational exposure to HIV in the US*. MMWR 549RR02), p. 1-20. (available online at www.cdc.gov).
- Girardino, A. P., Dantner, E. M., Asher, J. B., Girardin, B. W., Faugno, D. J. & Spencer, M. J. (2003). *Sexual assault; victimization across the lifespan*. St. Louis: GW Medical Publishing.
- Hammer, R., Moynihan, B. & Pagliaro, E. M. (2005). *Forensic nursing: a handbook for practice*. Sudbury: Jones & Bartlett.
- International Association of Forensic Nurses. (2008). *Sexual assault nurse examiner education guidelines*. (available online at www.iafn.org/store).
- Ledray, L. E. (1999). *Sexual assault nurse examiner: development and operation guide*. US Department of Justice: Office for Victims of Crime. (available online at www.ojp.usdoj.gov/ovc).
- Lynch, V. and Duval, J. (2011). *Forensic nursing science*. St. Louis: Elsevier.
- Mezey, G. & King, M. (2000). *Male victims of sexual assault*. 2nd ed. Oxford, England: Oxford University Press.
- US Department of Justice, Office on Violence against Women. (2004). *A national protocol for sexual assault medical forensic examinations: adults/adolescents*. (available online at www.ncjrs.org/pdffiles/ovw/206554.pdf).
- World Health Organization (WHO) (2003). *Guidelines for the treatment of sexually transmitted infections*. Geneva: WHO (available online at <http://www.who.int/reproductive-health/publications>).
- World Health Organization (WHO) (2007). *Post exposure prophylaxis to prevent HIV infection*. Geneva: WHO Press. (available online at <http://www.who.int/hiv/pub/prophylaxis/guidelines/en/>)

SANE-P[®] Content Outline

- 1. Assessment of the Sexual Assault/Abuse Patient 46%**
 - a. Identify the patient's immediate psychological response to child sexual abuse.
 - b. Identify the risk factors and symptoms of peri-traumatic and post-traumatic stress disorder (PTSD).
 - c. Identify urgent/emergent problems that require medical treatment prior to and/or during the SANE examination.
 - d. Obtain and document a pertinent health history.
 - e. Obtain and document the reported child sexual assault/abuse history.
 - f. Perform a head-to-toe physical assessment.
 - g. Distinguish trauma from disease processes and/or normal variations in physiology throughout childhood.
 - h. Distinguish trauma from disease processes and/or normal variations in anatomy.
 - i. Adapt examination techniques based on the patient's specific need.
 - j. Assess orifices involved in the sexual assault for trauma.
 - k. Assess the patient for indicators of drug-facilitated child sexual assault.
 - l. Provide the patient the opportunity for developmentally appropriate control and consent.
 - m. Identify, implement and document deviations to the usually examination procedures.
 - n. Formulate diagnoses based on history and physical assessment.
 - o. Assess and promote the safety of the patient during and after the SANE evaluation.
 - p. Assess the patient's level of physical, psychological and cognitive development.
 - q. Assess the patient for the risk for infection with the human immunodeficiency virus (HIV) and provide information and/or treatment for prophylaxis.
 - r. Assess the patient's hepatitis B immunization status and provide information regarding immunization if required.
 - s. Assess the patient's risk for pregnancy and counsel the patient about emergency contraception options.
 - t. Assess the patient's immunization status and offer or refer the patient for immunization if indicated.
- 2. Evidence Collection and Documentation 16%**
 - a. Use a systematic method of forensic evidence collection that protects the integrity of the evidence.
 - b. Take measures to maintain/protect the chain of custody of the evidence.
 - c. Consider issues of timing in collection of forensic evidence and lab specimens.
 - d. Collect and record biological and trace evidence from involved orifices and other body areas of contact.
 - e. Collect and document clothing and its present condition.
 - f. Document the patient's genital findings with photography.
 - g. Use written description and body diagrams to document findings.
- 3. Management of the Sexual Assault Patient 21%**
 - a. Throughout the examination, provide information, education and support while soliciting feedback from the patient and family/caregiver.
 - b. Provide crisis intervention and anticipatory guidance to the patient and family/caregiver.
 - c. Facilitate communication when there is a language or other communication barrier.
 - d. Offer or provide for testing, prophylaxis, and treatment of sexually transmitted infections.
 - e. Counsel the patient regarding safe sex precautions to prevent sexually transmitted infection transmission.

- f. Educate the patient and family/caregiver about actions and side effects of prophylactic medications.
- g. Consult with or refer to other healthcare providers regarding medical problems identified.
- h. Refer the patient for follow-up counseling, support and/or advocacy services.
- j. Provide follow-up for the patient regarding photodocumentation, wound care, lab results, etc.

4. Interact Throughout the Judicial Process **6%**

- a. Testify regarding the integrity of the chain of custody of evidence.
- b. Respond appropriately to subpoenas and court orders.
- c. Respond effectively to aggressive/condescending questions when testifying

5. Professional Practice Issues. **11%**

- a. Provide for and participate in peer and case review.
- b. Ensure that systems are in place to provide for safety of the SANE during and after the evaluation.
- c. Implement principles of confidentiality.
- d. Implement principled of informed consent and informed refusal.
- e. Evaluate and utilize current evidence-based practice (e.g. research, quality improvement data).

SANE-P® Clinical Competency Objectives

The following clinical competency objectives should be used to direct the clinical evaluation of the SANE-P candidate. This list is not inclusive but includes the minimum criteria necessary to practice as a competent SANE. The preceptor should evaluate the SANE candidate in all of the following areas until competency is demonstrated by the SANE candidate. The preceptor/evaluator will use his/her own clinical judgment and expertise to determine when each individual SANE candidate is competent.

- I. Recognizes and explains human growth and development in the nursing, medical and forensic management of sexual abuse/assault in the pediatric and adolescent patient populations.
 - A. Demonstrates developmentally appropriate communication skills and techniques with children, adolescents and adults.
 - B. Demonstrates developmentally appropriate physical examination skills in the pediatric and adolescent patient population.

- II. Performs skilled physical assessment on pediatric and adolescent patients.
 - A. Demonstrates appropriate head-to-toe physical examination skills (e.g. positions, examination aids, use of speculum when appropriate, etc.)
 - B. Demonstrates ability to identify stages of female and male human sexual maturation.
 - C. Demonstrates ability to identify and describe physical trauma.

- III. Demonstrates knowledge of normal anogenital anatomy and physiology in the pediatric and adolescent patient populations.

- IV. Illustrates skilled evidence management with pediatric and adolescent patients.
 - A. Demonstrates proper identification, collection, and preservation of evidence given the variety of presentation in the pediatric and adolescent patient populations.
 - B. Employs specific evidence collection techniques in prepubescent and adolescent patients.

- V. Demonstrates an ability to adequately interpret findings from evaluation of pediatric and adolescent patients.
 - A. Recognizes normal anogenital physical examination findings in prepubescent and adolescent males and females.
 - B. Recognizes conditions commonly mistaken for sexual abuse.
 - C. Recognizes findings often associated with accidental mechanisms.
 - D. Recognizes findings often associated with non-accidental mechanisms.

- VI. Demonstrates an ability to completely document the nursing, medical, and forensic management of sexual abuse/assault in the pediatric and adolescent patient population.
 - A. Accurately documents historical information from all sources utilized in the nursing, medical, and forensic management of sexual abuse/assault in the pediatric and adolescent patient populations.
 - B. Accurately documents physical examination findings.
 - C. Accurately manages and documents identification, collection, storage, and maintenance of chain-of-custody of evidence.

- VII. Illustrates an ability to manage the nursing care of sexual abuse/assault in the pediatric and adolescent patient populations.

- A. Demonstrates an ability to address emotional and psychological trauma in pediatric and adolescent patients and the families in which they reside.
- B. Provides crisis intervention and/or safety planning when indicated.
- C. Demonstrate an ability to address the needs and accommodations for special patient populations.
- D. Demonstrates an ability to address screening for and prophylaxis of sexually transmitted infections in the pediatric and adolescent patient populations.
- E. Demonstrates an ability to address pregnancy prophylaxis in the pediatric and adolescent patient populations.
- F. Demonstrates competent discharge of pediatric and adolescent patients including plans for referrals and follow-up care.

SANE-P® Reference List

This reference list has been compiled to provide suggested reference to assist with studying for the examination. This list is not all inclusive and other references may be used to help you meet the competencies including the Journal of Forensic Nursing and other peer-reviewed journals.

American Nurses Association and International Association of Forensic Nurses (2009). *Forensic nursing: scope and standards of practice*. Silver Springs: Nursebooks.org.

Center for Disease Control (CDC) (2010). *Sexually transmitted diseases treatment guidelines*. (available online at www.cdc.gov)

Giardino, A.P. & Anderson, R. (2005). *Child maltreatment: a clinical guide and reference*. 3rd ed. St. Louis: GW Medical Publishing.

Giardino, E. R. & Giardino, A. P. (2003). *Nursing approach to the evaluation of child maltreatment*. Sr. Louis: GW Medical Publishing.

Hager, A., Emans, S. J. & Muram, D. (2000). *Evaluation of the sexually abused child*. 2nd ed. New York: Oxford University Press.

Lynch, V. & Duval, J. (2011). *Forensic nursing science*. St. Louis: Elsevier.

Myers, J.E.B., et al (2010). *The APSAC handbook on child maltreatment*. 2nd ed. Thousand Oaks: Sage Publications.

US Department of Justice, Office on Violence against Women. (2004). A national protocol for sexual assault medical forensic examinations: adults/adolescents. (available online at www.ncjrs.org/pdffiles/ovw/206554.pdf).

Taking the Examination

On the Day of the Examination

Please refer to the confirmation notice that was emailed to you from Castle for information about the testing location, the time that you need to arrive at the test center, a list of items that you need to bring to the test center and information about a free tutorial that will help familiarize you with Castle's computer-based testing system.

Please plan to arrive at the test center at least 15 minutes before the start of the testing session. Those who arrive late for the testing session will not be permitted to test.

To Be Admitted into the Examination

- Submit your confirmation notice to the proctor.
- Bring a current photo identification with signature. You will not be admitted without proper identification
 - **Acceptable** forms of identification include driver's licenses, passports, and government-issued identification cards.
 - **Unacceptable** forms of identification include gym membership cards, warehouse membership cards, school identification cards, credit cards, and identification with a signature only (no photo)
- Your first and last name on the confirmation notice must match the first and last name on your identification exactly.
- If you have a hyphenated last name, it must be hyphenated on your identification and on your confirmation notice in order to be admitted. Presenting name change documentation (e.g. marriage license) at the test center is not acceptable
- Report on time.

Cancellation Due to Bad Weather or Other Emergency

Castle does its best to keep test centers open regardless of the weather conditions. However, it is sometimes necessary to temporarily close a test site due to inclement weather or other emergencies. If you have inclement weather in your area, you may call Castle's inclement weather line 919-657-6900 to get a list of site closings.

After the Examination

For the May 2011 examination, no score reports will be given at the testing center.

Candidates will be notified about their passing or failing status within four (4) to six (6) weeks following the close of the testing window.

For the October 2011 examination candidates will receive a report at the testing center that states whether they passed or failed the examination. They will receive official notification and a certificate from IAFN within four (4) to six (6) weeks after the close of the testing window. For failing candidates, the score report will include information about their performance in each of the weighted content areas. No information about performance on specific test questions will be given.

Confidentiality

To ensure the security of the examination, all test materials are confidential and will not be released to any person or agency. Information about a candidate will only be released to that candidate. All application information is confidential and will not be shared with any party other than IAFN and

Castle Worldwide for certification processing purposes. Information concerning any candidate will only be release to that candidate upon receipt of a written request.

Complaints about Examination Content

A candidate who has failed the examination has the right to appeal. The appeal must be submitted in writing to the President of the Forensic Nursing Certification Board (FNCB) within three (3) months of the testing date. The appeal should state the reason the candidate is appealing. The FNCB will review the appeal and a final decision will be made. The candidate will be notified of the FNCB's decision within one (1) month of the appeal submission. The decision of the FNCB is final.

Use of the Credentials

After passing the examination, you may use your credentials in all correspondence and professional relations. The credential is typically used after your name following any academic degrees and licensure (e.g. Mary Smith, RN, SANE-A). If you have both credentials, you should list them separately (e.g. Mary Smith, RN, SANE-A, SANE-P).

Renewal of Certification

To maintain your credential, you must renew every three (3) years. Your certification will expire on December 31 of that year, regardless of the month in which you were initially certified. For example, if you were certified in May of 2011, your certification will expire on December 31, 2014. You must submit your application for certification renewal by September 30 of the year in which you are due to expire. Please see www.iafn.org and select the Certification tab for renewal information and application.

Revocation of Certification

Once certification has been granted it may be revoked if it is determined that an individual has supplied false information on the examination application or supporting documentation; has supplied false information to the Forensic Nursing Certification Board (FNCB), has any restrictions such as suspension, revocation, probation or other sanctions placed on the professional nursing license by a nursing authority; has misrepresented their SANE-A[®] and/or SANE-P[®] status, or has cheated on any certification examination.

Contact Information

Forensic Nursing Certification Board c/o International Association of Forensic Nurses

1517 Ritchie Hwy
Suite 208
Arnold, MD 21012
Phone: 410-626-7805
Fax: 410-626-7804
Email: info@iafn.org
Website: www.iafn.org

Castle Worldwide, Inc.

900 Perimeter Park Dr.
Suite G
Morrisville, NC 27560
Phone: 919-572-6880
Fax: 909-361-2426
Email: ibt@castleworldwide.com

website: www.castleworldwide.com

Sexual Assault Nurse Examination Certification Examination Application

**All application materials must be RECEIVED in the IAFN office by the deadline date.
IAFN recommends that you use a trackable mail format when submitting your application.**

Examination Type

SANE-A® _____

SANE-P® _____

Please print legibly or type all the information requested.

1. Name:

Last (Maiden) First MI

2. Home Address: _____

City State/Province/Country Zip/Postal code

3. Telephone: _____
Home/cell: (area code) number Work (area code) number

4. Email Address: _____
Please include a valid email address - Examination scheduling information will be emailed

5. RN/General Nurse License:

State/Province/Country Number Expiration Date

6. Number of years experience as an RN/General Nurse: _____

7. Number of years experience as a sexual assault nurse examiner: _____

8. Primary practice setting as a sexual assault nurse examiner:

Hospital-based_____	Prosecutor's office_____
Community-based medical clinic_____	Government, medical_____
Community-based non-medical clinic_____	Government, non-medical_____
Rape Crisis Center_____	Other, please specify_____

9. Highest level of nursing education completed:

Diploma_____	Master's degree_____
Associate degree_____	Doctoral degree_____
Baccalaureate degree_____	

13. Please complete the following information about the SANE education program that is relevant to the examination for which you are currently applying (*Adult/adolescent program if applying for SANE-A OR pediatric program if applying for SANE-P*).

a. Type of program attended (please check one):

- 40 hour adult/adolescent education program
- 40 hour pediatric education program
- 64 hour adult, adolescent and pediatric education program
- 40 hour adult/adolescent and 24 hour pediatric education program

a. Dates of attendance: From (mmddyy): _____ To (mmddyy): _____

b. Sponsor of SANE educational program (facility/institution/organization name)

d. Total number of hours of precepted SANE clinical experience: _____

14. Validation of Completion of Education Program

Please list the name, address, telephone number and email address of a person who can verify that you completed an education program that is relevant to the exam for which you are currently applying (adult/adolescent program if applying for SANE-A or pediatric program if applying for SANE-P).

If your application is selected for audit, the person listed will be contacted to verify your attendance.

Name _____ Title _____

Address _____

Telephone number _____ Email address _____

15. Statement of Understanding

I hereby attest that I have read and understand the information contained in this handbook including the Forensic Nursing Certification Board's Policy on Denial, Suspension, or Revocation of Certification and the Policy on Refunds and Cancellations and that the terms shall be binding on all applicants for certification and all certified SANE-A and SANE-P nurses for the duration of their certification. I hereby apply for certification offered by the Forensic Nursing Certification Board. I understand that certification depends upon successful completion of the specified requirements. I further understand that the information accrued in the certification process may be used for statistical purposes and for evaluation of the certification program. I further understand that the information from my certification records shall be held in confidence and shall not be used for any other purpose with out my permission. To the best of my knowledge, the information contained in this application is true, complete, correct, and is made in good faith. I understand that the Forensic Nursing Certification Board reserves the right to verify any or all information on this application.

Legal signature

Date

16. Validation of Clinical Competency

Please list the name, address, telephone number and email address of a person who is familiar with your abilities and competence as a sexual assault nurse examiner through one of the following:

1. Direct observation
2. Supervision
3. Peer review

If your application is selected for audit, the person listed will be contacted to verify your clinical competency.

Name _____ Title _____

Address _____

Telephone number _____ Email address _____

18. Check the appropriate fee and submit payment with this application. Make check or money order payable to IAFN and mail application to the address for IAFN listed under the contact information.

IAFN member \$275 _____ IAFN member number _____
Non-member \$400 _____
Late fee \$75 _____
IAFN member dues \$129 _____
Re-test fee (for those retesting within one year) \$200 _____

Payment: Check _____ check number _____

Credit card: American Express _____ Visa _____ Master Card _____

Discover _____

Name on credit card _____

Credit card number _____

Security code _____

Expiration date _____

Cardholder's email address _____

Billing Address

street _____

city _____ state/province _____

zip/postal code _____

NOTE: If you do not know your IAFN member number, you can log in to the IAFN Member Center at www.iafn.org to obtain your member number.