



2020 Examiner Handbook Quiz

To assess your understanding of the role of Examiners, please answer the following questions and **submit this quiz with your Confirmation Form**.

True or False

1. Examiner teams may contact the applicant after the site visit to clarify information while completing the final feedback report.
True False
2. To meet critical team deadlines, it is acceptable for a friend or colleague that is a trained examiner to assist you in editing your observations and/or feedback-ready comments.
True False
3. You can visit the applicant organization's website and social media sites for additional information while completing the assessment.
True False
4. At the conclusion of your site visit, you only need to submit a Reimbursement Request Form to be reimbursed for your expenses.
True False
5. If you want to congratulate your applicant on their award, you must wait to do so until the Excellence Celebration.
True False
6. The amount of time you should expect to spend assessing your applicant, including site visit, is 45-50 hours.
True False

Fill in the Blank

7. How should you refer to your applicant when communicating with your team in emails and phone calls during the assessment process? _____
8. After what period of time is it acceptable to seek or accept employment with your assigned applicant?

9. How much time should you expect to spend assessing your assigned applicant, including site visit?

Name: _____

Date: _____