

2022-2023

JOB ANALYSIS



FROM THE CLCC CHAIR



*Tracey Craddock, MS, CCLS
CLCC Chair*

The Child Life Certification Commission (CLCC) is a separate 501(c)6 that is charged with overseeing all aspects of the Certified Child Life Specialist credential. One of the elements to maintaining the Child Life Certification exam is a Job Analysis. Typically, a job analysis is conducted roughly every 5 years and is a best practice for organizations that maintain a credential. This benchmarking tool ensures that the required knowledge, skills, and abilities of a day-one child life specialist are reflected in the Child Life Exam Content Outline. This Exam Content Outline then becomes the blueprint for writing items for the certification exam and serves as a guide for academicians and internship supervisors to teach the building blocks of our profession.

Due to changes in practice brought on by the COVID-19 pandemic as well as the increased need to incorporate diversity, equity, and inclusion into the education of Certified Child Life Specialists, the CLCC made the determination to move up the next Job Analysis by a year to take place between 2022-2023.

A group of subject matter experts was assembled from applications submitted to the CLCC. Group diversity was established by including individuals from different geographic regions, at different levels of practice in their careers, academicians, internship coordinators, and those working in community settings.

The group came together for two days in September 2022 to review the Exam Content Outline and add or change elements based on current practice in child life. Once a draft was established, a survey was sent to Certified Child Life Specialists for feedback. Survey results from over 600 (R=200 were required) Certified Child Life Specialists validated the changes that were made to the previous outline, and the new Exam Content Outline is presented as part of this report. Please note that the outline goes into effect in 2024. Exam items written toward this outline will first be seen in the March 2024 exam. The subject matter experts will continue to meet in 2024 to ensure that the eligibility requirements are aligned with the new exam content outline.

On behalf of the Job Analysis Task Force and the Child Life Certification Commission, thank you for taking the time to review this report.

Tracey Craddock, MS, CCLS
CLCC Commission Chair



WHAT IS A JOB ANALYSIS?

A job analysis is performed approximately every five years by the Child Life Certification Commission (CLCC) to ensure the content on the Child Life Certification Exam is valid and aligned with the role of a Certified Child Life Specialist. The Job Analysis is an essential step in safeguarding consumers as it is a methodology for defining the characteristics of an individual who has the capacity to perform competently.

WHO PARTICIPATED?

To complete the Job Analysis, the CLCC enlisted the assistance of professional test developers, subject matter experts (SMEs), as well as all Certified Child Life Specialists through the validation survey. The study's success hinged on the invaluable insights contributed by child life professionals, crucial for producing comprehensive and accurate outcomes. [Read the full methodology and results here.](#)

WHY DOES IT MATTER?

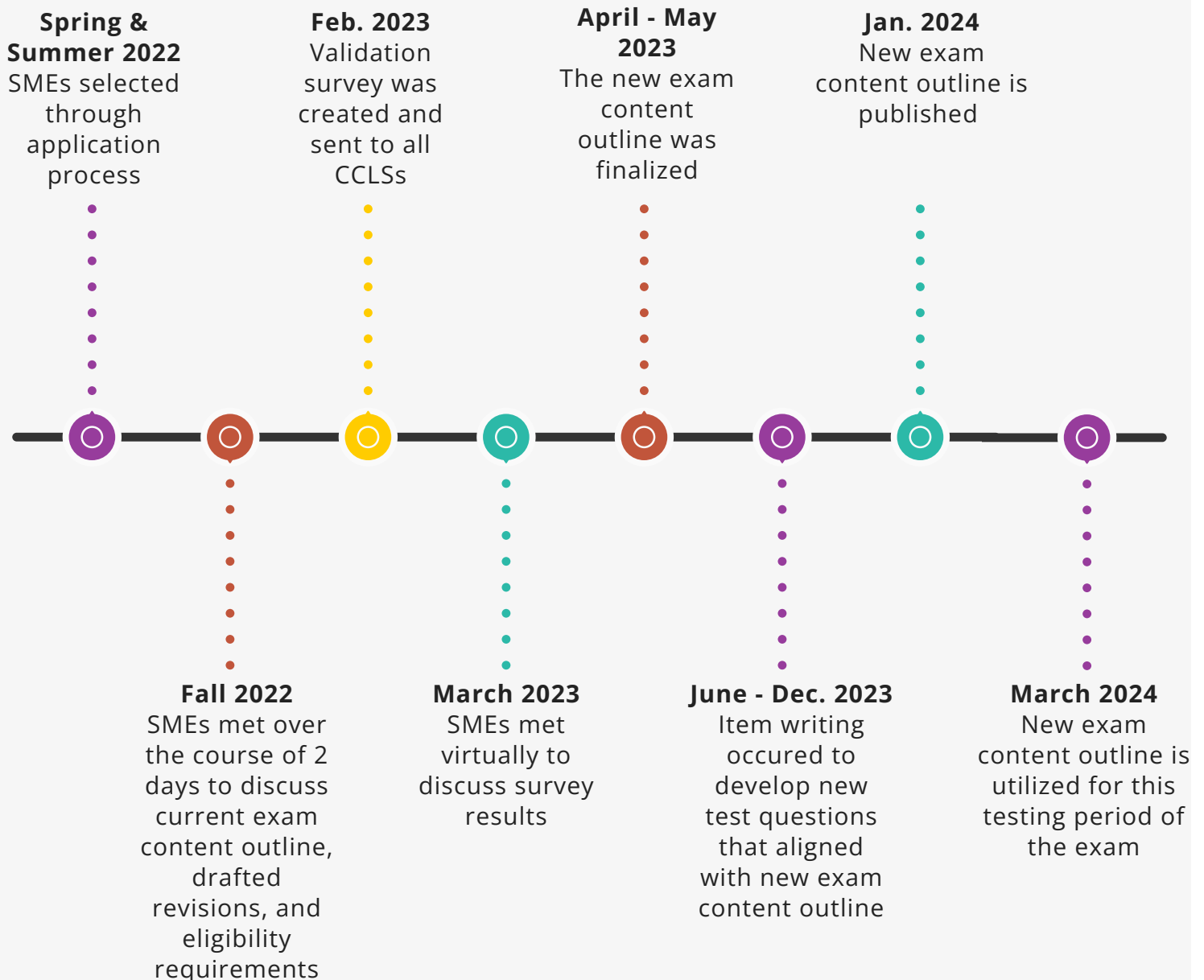
The product of the Job Analysis study is the Exam Content Outline. The Exam Content Outline serves as a comprehensive roadmap, offering an overview of content areas and the quantity of items required for assessment. It holds significant value for various stakeholders:

- For test takers, it offers a holistic view of the certification assessment, detailing content area weightage and specific focal points for study. It is used to inform item creation on the exam.
 - For educators and newcomers to the profession, it can be used as a guide to relevant aspects of child life practice. For instance, faculty might gauge course alignment with industry expectations by referencing the outline. Entities developing test prep materials also rely on this outline as a reference.
 - For individuals contemplating entry into the profession, they can gain insights from the Exam Content Outline about the practical tasks faced by professionals and the necessary knowledge, skills, and abilities (KSAs) required to tackle those challenges.
-



HOW WAS THIS ACCOMPLISHED?

2022-2023 Job Analysis Steps & Timeline





OVERVIEW OF THE JOB ANALYSIS OUTCOMES

The revisions required to the new Exam Content Outline didn't entail a complete overhaul. Instead, changes focused on:

1. Distribution of domain questions
2. Language adjustments to enhance clarity

In addition, the CLCC Item Writing Committee utilized the new Exam Content Outline to generate new exam items, using the current list of recommended references for validation. All these new items were successfully validated using one or more of the existing recommended references. You can access the current list of recommended references [here](#).



CHANGES: EXAM CONTENT OUTLINE

Distribution of Questions

The three domains themselves remain unchanged, but there have been alterations in the distribution of questions among them. Professional Responsibility now constitutes 26% of the exam, up from its previous share of 20%. Conversely, Assessment and Intervention have been slightly reduced from 40% to 37%.

These changes in percentage allocations within each domain were determined through the Job Analysis Validation Survey. Respondents were asked to assess the importance, frequency, and criticality of various task statements, which formed the basis for recalibrating the test specifications.



CHANGES: EXAM CONTENT OUTLINE

Language Adjustments to Enhance Clarity

Significant changes have been made to the language in the Exam Content Outline to enhance clarity. Notably, the following tasks have been incorporated into the new Exam Content Outline to further refine its scope:

Under Professional Responsibility:

- Adhere to standards of ethical practice
 - Trauma-informed care
- Maintain an environment that respects and responds to diversity, equity, and inclusion (DEI)
- Responsibility to engage in the appropriate supervision and training of others

Under Assessment:

- Assess and prioritize children and families based on psychosocial risk and need
 - Utilize play in assessment
 - Assess through a trauma-informed approach (e.g., Adverse Childhood Experiences (ACEs), Pediatric Medical Traumatic Stress (PMTS))
 - Assess family variables to develop a comprehensive plan
 - Utilization of self-advocacy
 - Provide patient and family-centered care
 - Care inclusive of DEI
 - Incorporate Play Theories and Apply to Practice
 - Environments conducive to play
 - Support child and family through diagnosis, treatments, and transition
 - Provide procedure support specific to the individual needs of the child and family
 - Adapting and individualizing interventions based on child and family's cues and responses
-



WHAT'S NEXT?

The newly revised Exam Content Outline has been used for the development of new exam forms for 2024. The March 2024 exam administration will be based on the new Exam Content Outline, as will subsequent exam administrations.

After the new Exam Content Outline form has been administered in March 2024, the CLCC must conduct a standard-setting workshop, known as a cut score study, to establish the passing score. This takes place after the first administration so that actual performance data can be used in the workshop. A representative from our test administration agency will facilitate this study to determine the “cut score” of the Child Life Certification Exam. The “cut score” is the score that candidates must achieve to meet the established minimum standard. This is a widespread practice in the credentialing industry for establishing passing scores.



APPENDIX

[2022-2023 Job Analysis Subject Matter Experts Panel Composition](#)

[2022-2023 Job Analysis Report: Methodology & Results](#)

[2024 Exam Content Outline](#)

