

## AAHIVM HIV Specialist Credentialing Request for Diagnostic Reports and/or Re-scoring

*Q: What is a diagnostic report?*

A: A diagnostic report is a performance report on a particular portion of the certification examination. It breaks down the individual's total score into the areas tested to describe strengths and weaknesses. **Diagnostic reports are available up to one year from the most recent test date.**

*Q: What is a manual re-score?*

A: This process entails taking an individual's answer sheet and manually scoring each response to ensure that no error(s) occurred during the computer scoring of the candidate's test. (NOTE: This service is only for paper-and-pencil based examinations and does not guarantee a score will change.) **Manual re-score requests are available up to 60 days from the most recent test date.**

Use this form to request a copy of a diagnostic report and/or to request a manual re-score of your examination. Please include a check or money order for the total amount, payable to CASTLE Worldwide, Inc., with this request form or complete the credit card payment information below, including an authorized signature. **Note: Insufficient fund checks will result in the collection of incurred banking fees.** Please mail the form to the address listed above, and allow 10 to 15 business days for delivery of your report.

### CANDIDATE INFORMATION

First Name	
Last Name	
AAHIVM ID Number (6-digit)	

### TEST INFORMATION

Test Type (Pharmacist or Specialist)	
Test Date	

### MAILING ADDRESS

Name	
Address	
City/State/Zip Code	
Country	

### FEE INFORMATION

Diagnostic Fee	\$30
Re-Score Fee	\$25

### ADDITIONAL INFORMATION FOR CREDIT CARD PURCHASE (MASTERCARD AND VISA ONLY)

Credit Card Number	
Expiration Date	
Full Name on Credit Card	
Billing Address	
Telephone Number	
Signature of Authorization	