

MPCA: RHS & ICE Practice Exam Instructions

The following instructions explain how to enroll in MPCA's Practice Exams for RHS and ICE. Please only take this step once you have been authorized by your Preceptor/Manager. You can attempt the practice exams as many times as you and your Preceptor/Manager agree on.

1. Learner self-enrollment process
 - a. Navigate to <https://careerstep.instructure.com/register>
 - b. Click the "I'm a Student" button
 - c. Use the join code **BF6CM7**
 - d. Create an account using your work email address as your username, and then click the "Start Learning" button
2. Complete the assessment
 - a. Click "Course Overview" to begin
 - b. Next and Previous buttons will move you from page to page in the assessment
 - c. Follow the instructions for each section, and submit your answers when you are ready to submit them
3. Passing and Next Steps
 - a. Once you have successfully passed each exam, please notify your Preceptor/Manager
 - b. If it's agreed that you are ready to move on to the real RHS and ICE your Preceptor/Manager will contact CareerStep for the next stage
4. Resources
 - a. If you experience technical difficulties, please reach out to your Preceptor/Manager who provided you with this assessment enrollment information for assistance