Behavioral Sleep Medicine Certification Examination

Candidate Handbook 2027

Application Deadline	Late Application Deadline*	Testing Window
March 3, 2027	March 17, 2027	April 3 – April 17, 2027
August 11, 2027	August 25, 2027	September 11 – September 25, 2027

***Applications will not be accepted after the deadline**

Administered by:

PROFESSIONAL TESTING CORPORATION

www.ptcny.com/contact

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This Handbook contains necessary information about the Behavioral Sleep Medicine Certification Examination. Retain it for future reference. You are responsible for reading these instructions carefully. This Handbook is subject to change.

Last revised: October 16, 2026

CONTACT INFORMATION

Professional Testing Corporation (PTC) www.support.ptcny.com (212) 356-0660	• Apply for examination • Obtain general application information • Obtain information about testing policies • Transfer to a new testing window • Request Test Accommodations • Request Score Verification • Question about score reports • Miscellaneous inquiries
Prometric www.prometric.com/BBSM (800) 741-0934	• Schedule test appointment • Reschedule test appointment (within a testing window) • Cancel test appointment • Find directions to test site • Questions regarding testing sites and appointments
Board of Behavioral Sleep Medicine (BBSM) http://www.bsmcredential.org	• Training Resources • Recertification information

ATTENTION CANDIDATES

This handbook contains necessary information about the Behavioral Sleep Medicine Certification Examination. It is required reading for those applying for and taking the Examination. All individuals applying for this examination must comply with the policies, procedures, and deadlines in this Handbook and attest to this by signing the Candidate Attestation found on the application. Retain this handbook for future reference. This handbook is subject to change. See http://www.ptcny.com/test-sponsors/BBSM for the most recent version.

ACCESSING CELL PHONES AND ELECTRONIC DEVICES AT ANY TIME WHILE YOU ARE TAKING THE EXAM IS PROHIBITED. YOU CAN ONLY REMOVE SNACKS, DRINKS, MEDICINE, OR PERSONAL HEALTHCARE ITEMS FROM YOUR LOCKER. NO OTHER ITEMS, INCLUDING BACKPACKS, BAGS, PURSES, WALLETS, OR CLOTHING, CAN BE REMOVED WHILE YOUR EXAM IS IN SESSION.

NON-DISCRIMINATION STATEMENT

The Board of Behavioral Sleep Medicine (BBSM) values diversity, equity, and inclusion at all levels of our outreach. It includes the diversity of traditional concepts of diversity (age, gender, race, religion, ethnicity, disability, appearance, sexual orientation, gender identity, personality type), as well as, cultural identity, geographic differences, generational influences, disability, and societal self-expression.

We welcome and respect the unique perspectives, opinions, and experiences of each examinee as this reflects our commitment to serve our stakeholders. We are vested in working towards removing barriers, internally and externally, to achieve true diversity, equity, and inclusion for the professional community we serve.

The BBSM does not discriminate against any individual on the basis of race, color, religion, gender, national origin, age, disability or any other characteristic protected by law.

PURPOSE OF CREDENTIALING

BBSM aims to promote excellence in the field of Behavioral Sleep Medicine (BSM) by:

- Providing a standard of requisite knowledge in BSM required for certification.
- Establishing and measuring the level of knowledge required for certification in BSM by means of an objective written examination.
- Recognizing formally those individuals who meet the eligibility requirements of the BBSM.
- Encouraging continued professional growth of sleep medicine specialists.

ELIGIBILITY REQUIREMENTS

Clinicians who successfully meet eligibility requirements and pass an examination will have met all requirements to be granted a certification in behavioral sleep medicine by the Board of Behavioral Sleep Medicine.

Eligibility Requirements for Examination

BSM certification requires a combination of appropriate educational background, clinical experience, and a passing score on the BSM examination. The following eligibility requirements outline the credentials and training necessary to sit for the BSM examination.

A. Graduate level (masters or doctorate) degree in a health-related field from an accredited institution of higher learning (upload copy of diploma with application).

B. All clinical professionals must be licensed in accordance with applicable province, federal, state, and local laws, and must act only within the scope of their state/province license and in accordance with the specific state practice requirements. (upload copy of license with application).

C. Completion of ONE of the following BSM training tracks:

1. **Standard Track:** Formal SBSM-accredited graduate or post-doctoral BSM training program (upload copy of training program completion certificate with application and signed Standard Track Attestation Form). Candidates must complete the Standard Track Attestation Form included at the end of this Handbook or in the Application and have it signed by the Program/Training Director of the SBSM-accredited behavioral sleep medicine training program attended. The candidate must provide sufficient detail to enable BSM reviewers to thoroughly and fairly review the candidate's qualifications. The candidate must then submit the Attestation Form(s) by uploading it to the Application.

2. **Alternate Track:** Equivalent training totaling 500 hours of didactic training and clinical experience.

    a. Didactic Training – Minimum of 120 hours of continuing education (CE) and/or equivalent graduate level coursework (one graduate course equivalent to 8 CE hours). Continuing education credits must include a certificate of completion from the approving accrediting agency.

        1) Didactic content must be in the areas of cognitive-behavioral theory, cognitive-behavioral interventions, behavioral medicine, and behavioral sleep medicine including a minimum of:

            i. 60 hours in behavioral sleep medicine encompassing normal and abnormal sleep, differential diagnosis of sleep conditions, diagnostic monitoring tools in sleep medicine, psychological factors affecting sleep, and behavioral treatments of sleep disorders.

ii. 30 hours in cognitive-behavioral theory, cognitive-behavioral interventions, behavioral medicine, or applied behavioral analysis.

iii. 15 hours in mental health assessment and diagnosis.

iv. Remaining 15 hours didactic training may be in combinations of the above.

2) Evidence of training must be provided by uploading copies of graduate-level transcripts and/or continuing education certificates.

b. Clinical Experience – 250 hours of documented clinical experience completed in consultation with a licensed clinician who is board-certified in Behavioral Sleep Medicine or Sleep Medicine. Clinical experience obtained as a graduate student or prior to licensure requires documentation of clinical supervision.

Consultation as defined by these BSM eligibility criteria refers to the provision of clinical practice guidance to a licensed clinician by an individual board-certified in BSM or Sleep Medicine. Supervision refers to the direct clinical oversight and responsibility of a supervisor for the clinical activities of an unlicensed student or trainee:

1) This must involve a minimum of 150 hours of direct BSM patient care.

2) No more than 40 hours per week can be counted towards these requirements. A minimum of one hour of direct individual or group consultation per week is required for candidates working full-time in the field (face-to-face, videoconference, or phone). If training is part-time, the frequency of consultation should be proportionate to the hours of training per week.

c. Other Training Activity – After meeting the minimum 370 combined hours for didactic training and clinical experience, the remaining 130 training hours may include combinations of additional BSM didactic or clinical experience, scientific research, teaching, and presentations.

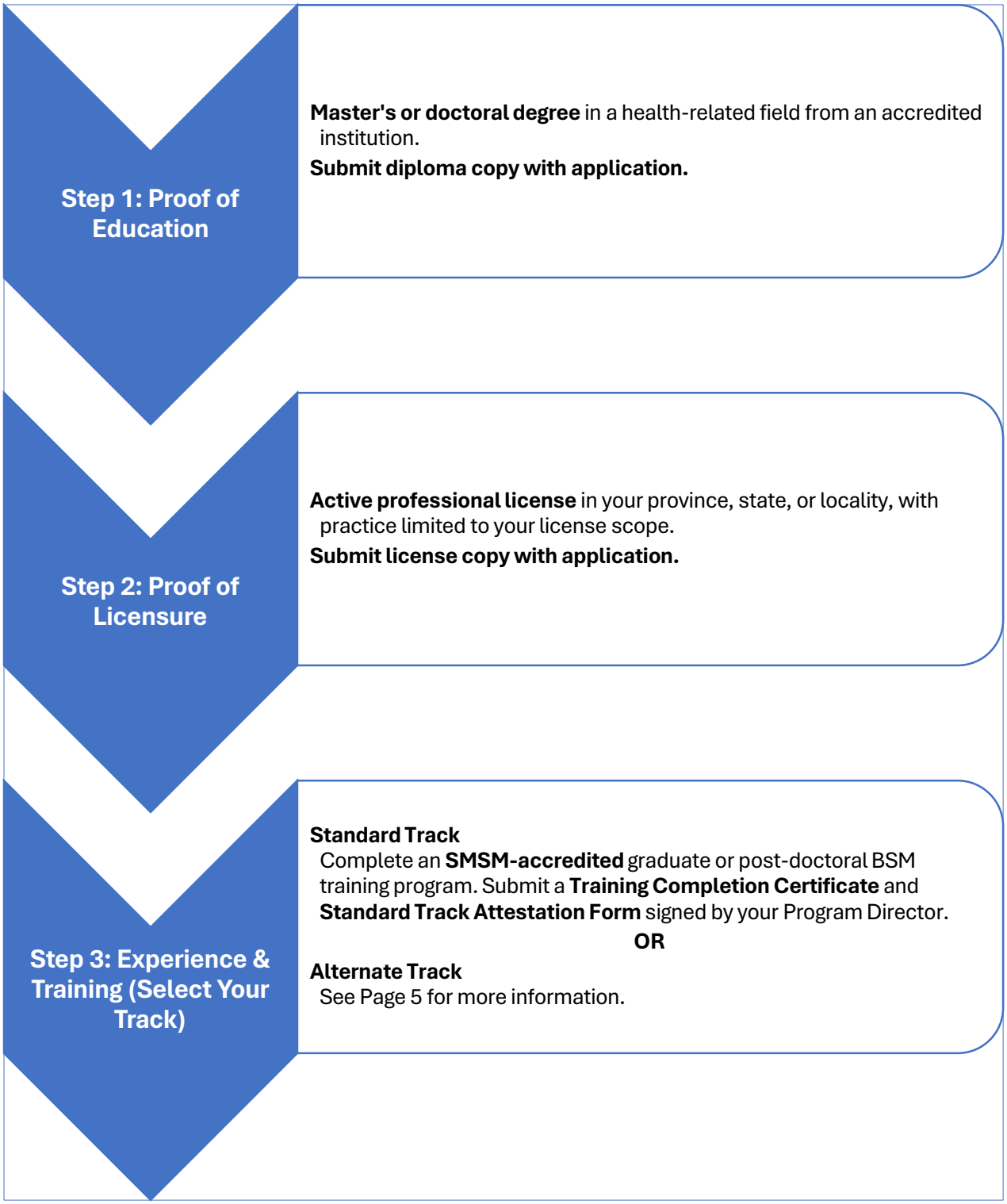
Documentation of Alternate Track Training/Clinical Experience

Candidates must complete the Alternate Track Attestation Form(s) included at the end of this Handbook or in the Application and have it signed by each BSM consultant or supervisor documenting the candidate meets required training experience. The candidate must provide sufficient detail to enable BSM reviewers to review the candidate's qualifications thoroughly and fairly. The candidate must then submit the Attestation Form(s) by uploading it to the Application.

In cases in which a consultant or supervisor is not available to sign the Attestation Form, a current BSM consultant or supervisor may sign the form if they are sufficiently satisfied that the candidate has completed the training outlined in the Attestation Form.

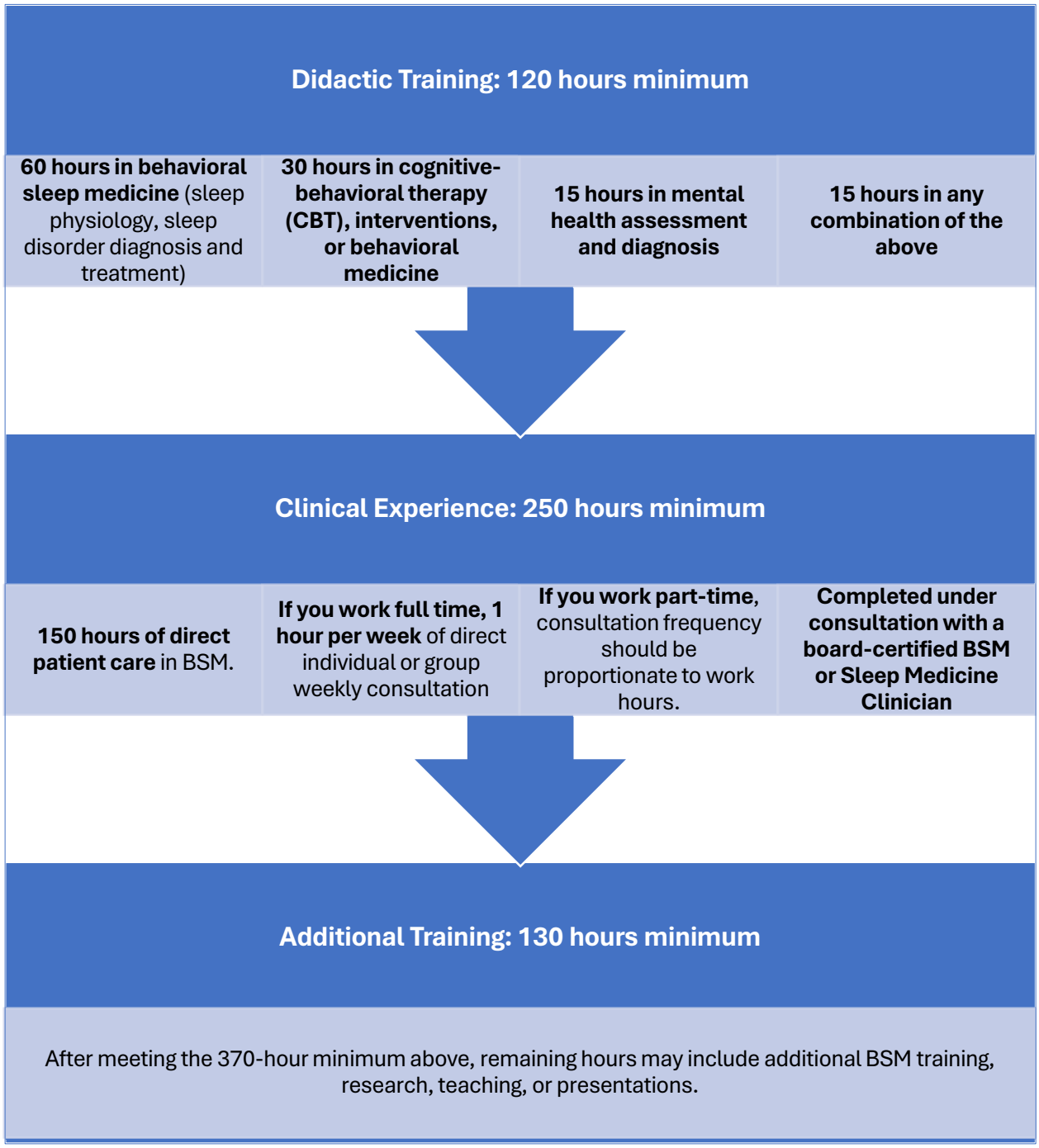
Required Documentation

You must submit the following with your application:



Alternate Track and Documentation (500 hours)

Complete **500 total hours** combining didactic training and clinical experience. No more than 40 hours per week may be counted toward these requirements.



Documentation of Alternate Track Training

Submit the **Alternate Track Attestation Forms** signed by each BSM consultant/supervisor who oversaw your training. If your original consultant or supervisor is unavailable, a current BSM consultant or supervisor may sign the form if they can verify you completed the training outlined.

DISCLAIMER

State Statutes provide basic guidelines that recognize Physicians and Allied Health Professionals in their respective states. Medical institution credentialing committees interpret these statutes. These committees, based on their interpretations, decide what privileges to grant individuals applying for employment in their respective institutions. The BBSM examination is a National Certification Examination. It is your responsibility as a passing candidate of this examination to ensure you meet the requirements of your respective State and Institutional Credentialing Committee when applying for medical privileges within your place of employment.

THE CERTIFICATION PROCESS



THE APPLICATION PROCESS

Step 1: Submit Application

- **Go to** https://apply.ptcny.com.
- **Create an account** or sign in.
- **Select**: Start a new application → Behavioral Sleep Medicine Certification Examination → and testing window. **Use your name exactly as it appears on your government-issued ID.**
- Complete all application questions.
- Upload all required supporting documentation.
- **Agree** to testing policies.
- Submit the application with the examination fee.

Step 2: Application Review

- PTC will review the application after payment is received. Allow up to 10 business days.

Step 3: Receive Application Status

- After review, PTC will send an email with one of the following statuses:
  - **Approved** - the application is approved and you may proceed to scheduling.
  - **Reopened for More Documents** - additional information or documentation is needed. Follow the instructions in the email. Applications that are incomplete as of 21 days before the start of the testing window will be refunded minus the $75 administrative fee.
  - **Rejected** - you are not eligible to take the examination. The reason will be explained in the email. *Fees are not refunded unless the applicant is rejected due to ineligibility.*

Step 4: Schedule the Exam (refer to next page)

- Approved candidates will receive a **Scheduling Authorization email** from **notices@ptcny.com**.
- **Timing:** Within 11 weeks before the testing window starts.
- **Email includes:** your PTC Candidate ID number and instructions for scheduling with Prometric.
- **If you don't receive the email 4 weeks before before the testing window opens**, contact PTC.

APPLICATION CHECKLIST

The following documentation must be uploaded to the candidate's application (Supporting Documentation section)

1. **All candidates must upload the following:**
   a. Graduate level degree in a health-related field from an accredited institution of higher learning
   b. Current, valid license granted by a state, provincial, or federal authority to provide clinical services

2. **All Standard Track candidates must also upload**
   a. Proof of completion of a formal SBSM-accredited graduate or post-doctoral BSM training program
   b. Completion of a Standard Track Attestation Statement (located at the end of the Handbook)

3. **All Alternate Track candidates must also upload**
   a. Evidence of 120 hours of Didactic training (graduate level transcripts and/or continuing education certificates)
      i. No less than 60 hours of Behavioral Sleep Medicine coursework/CE
      ii. No less than 30 hours of cognitive-behavioral theory, interventions, behavioral medicine, or applied behavioral analysis coursework/CE
      iii. No less than 15 hours of mental health assessment and diagnosis coursework/CE
      iv. Remaining 15 hours in combinations of i. – iii.
   b. Evidence of 250 hours of clinical experience reported on the Alternate Track Attestation Statement (located at the end of the Handbook)

ADMINISTRATION AND SCHEDULING

The Behavioral Sleep Medicine Certification Examination is administered daily, excluding holidays during a two-week testing window, at computer-based testing facilities managed by Prometric.

Scheduling Examination Appointments

Follow the steps on your Scheduling Authorization to schedule your examination appointment with Prometric.



- ⇨ Appointment times are first-come, first-served, so schedule your appointment as soon as you receive your Scheduling Authorization.
- ⇨ **Candidates who wait until the last minute risk missing out on their preferred date, time, and/or testing center. Candidates unable to schedule an appointment will forfeit their fees.**

After you make your test appointment, Prometric will send you a confirmation email with the date, time, and location of your exam. Check this confirmation carefully and contact Prometric at (800) 741-0934 if you do not receive this email confirmation or if there is a mistake with your appointment.

Note: International candidates may also schedule, reschedule, or cancel an appointment online at http://www.prometric.com/BBSM.

IMPORTANT!

You **MUST** present your **current government-issued photo ID (i.e., driver's license), passport, or U.S. military ID** at the test center. Expired, temporary, paper, or digital IDs will **NOT** be accepted.

The first and last name on your Scheduling Authorization **MUST** exactly match the first and last name on your photo ID.

Fees will not be refunded for exams missed because of invalid ID.

Call PTC at 212-356-0660 if you need a duplicate Scheduling Authorization or if your name is not correct.

Rescheduling Examination Appointments within your Testing Window

You can reschedule your examination appointments within the same testing window as long as the request is submitted within the timeframe described below. Call Prometric or go to the Prometric website: http://www.prometric.com/BBSM.

Time Frame	Reschedule Permitted?	Stipulations
Requests submitted 30 days or more before the original appointment	Yes	None
Requests submitted 29 to 5 days before the original appointment	Yes	Pay Prometric a rescheduling fee of $60.
Requests submitted less than 5 days before the original appointment	**No**	If you do not arrive to test for your appointment, you will be considered a no-show, and your full examination fees will be forfeited. You will need to reapply and pay full examination fees for a future testing window.

Transferring to a New Testing Window

If you are unable to test during your assigned test window, you may request a **one-time transfer** subject to the following conditions:

- **Current Appointments:** If you have already scheduled an exam appointment, you must cancel it before submitting your transfer request.
- **Timeframe:** Your new testing window must occur within 12 months of your originally assigned window.
- **Deadline:** You must submit your transfer request no later than the published application deadline for your newly chosen window.
- **Fees:** The fee to transfer your test is $292 for the current calendar year. If you move your test to a future year, you will pay the fee posted for that year.

If you are marked a no-show you will not be able to transfer to a new window. Failure to test within this 12-month period or cancel your current appointment will result in the forfeiture of all fees. If you have already used your one-time transfer, any additional transfers will require payment of the full examination fee. Plan carefully; exams may only be rescheduled or transferred once.

To request a transfer:

1. Log in to **PTC Test Hub** at **https://apply.ptcny.com**.
2. Select **Transfer Existing Application.**
3. Choose the application you want to transfer and select the new testing window.
4. Review the information carried forward for accuracy.
5. **Update documents:** Delete and re-upload any expired documentation.
6. **Pay the transfer fee:** requests will not be processed until the payment is received.
7. **Cancel the current appointment**: you may cancel the appointment online at prometric.com or by calling Prometric at (800) 741-0934.

Reschedule vs. Transfer vs. Retake:

Reschedule: Moving an existing appointment to a new day or time during the current testing window.

Transfer: Moving to a new testing window for an exam that you have not taken yet.

Retake: Paying the **full examination fee** if you did not pass an exam and are attempting again.

Rescheduling and transfer fees are based on administrative costs and are not punitive in nature.

EXAMINATION FEES

Fee Type	Applies To	Amount	Details
Application Fee	Candidates Applying to Take the Exam for Initial Certification	US $457.00	• Non-refundable • Non-transferable • Includes testing center fees • Includes non-refundable $75 administrative fee
Late Fee		US $75.00	
Rescheduling Fee (29-5 days prior to scheduled appointment; see page 13)	Candidates who need to move their appointment **within their current testing window**	US $60.00	• $60.00 directly payable to Prometric • Reschedule with Prometric online or over the phone
Transfer Fee (Moving to a new testing window; see page 13)	Candidates who need to move **to a new testing window** (in accordance with BBSM policy)	US $292.00	• Must submit a new application & fee to PTC • Applies only to candidates unable to test during the window for which they have already applied
Recertification by CE Fee	Candidates who have achieved the DBSM and need to recertify by CE	US $200.00	• Not accepted after the certificate expiration date
Recertification by CE Late Fee		US $100.00	

Refund Policy

- **Application rejected:** $382 refunded (full fee minus $75 administration fee)
- **Withdrawal 4+ weeks before testing period:** $207 refunded (full fee minus $250 fee)
- **Withdrawal within 4 weeks of testing or no-show:** no refund
- **No refunds issued for:** applying for the wrong exam or testing period, failing to schedule an appointment, or missing your appointment

Note: Prometric cannot approve transfers to another testing period or issue refunds.

Failing to Report for an Examination

You will be marked as a no-show if:

- You fail to report for an examination appointment.
- You fail to cancel your appointment with Prometric.

No-show candidates will forfeit all fees paid to take the exam and will not be eligible to transfer to a new window. To reapply, you must submit a new completed application and pay the full examination fee again.



There will be no refund of fees unless applicants are ineligible for the examination.

Ineligible candidates will be refunded their fees minus an administrative fee.

No refunds will be issued for applying for the incorrect examination or testing window, for failing to make an examination appointment, or for failing to appear at your scheduled appointment.

Be advised: Prometric does not have the authority to grant refunds or transfers to another testing window.

TEST ACCOMMODATIONS

BBSM and PTC support the intent of and comply with the Americans with Disabilities Act (ADA) and will take steps reasonably necessary to make testing accessible to persons with disabilities covered under the ADA.

The ADA defines disability as a physical or mental impairment that substantially limits

- A major life activity (such as seeing, hearing, learning, reading, concentrating, or walking)
- A major bodily function (such as neurological, endocrine, or digestive system)

The information you provide and any documentation regarding your disability and test accommodations is confidential and not included in scoring or reporting.

What Accommodations Can and Cannot Do

Approved test accommodations must maintain the psychometric nature and security of the examination. Accommodations that fundamentally alter the nature or security of the exam will not be granted. Note that test accommodations may differ from workplace accommodations your employer provides. For more details, visit www.ada.gov.

How to Request Test Accommodations

1. Download the Request for Test Accommodations Form

- Available for download at https://www.ptcny.com/candidate-corner/request-accommodations/

2. Complete both parts with your healthcare professional

- **You must complete the entire form at the same time.** Missing information or incomplete forms will result in a delay in processing.

3. Submit With Your Application

- Upload the completed form with your online exam application
- **Complete form and submit at least 8 weeks before your testing window begins**

Requests must be submitted at least 8 weeks before the start of the testing window. If the form is incomplete or not received within this timeframe, approved testing accommodations may not be guaranteed in time for your scheduled test.

All requests must be made at the time of application using the official PTC forms.

IMPORTANT!

Submit your request at least 8 weeks before your testing window begins. This deadline is firm. Incomplete or late submissions may prevent you from testing in the scheduled testing window and could require you to transfer to another testing window and pay a transfer fee.

All requests must be made and approved before you schedule your testing appointment. Accommodations cannot be added to an existing exam appointment.

Only pre-approved test accommodations will be permitted on the day of the examination. Test center personnel cannot modify your accommodations, and unauthorized changes may result in your exam score being canceled.

Do not contact Prometric to request test accommodations as Prometric is not authorized to approve accommodations.

NOTES:

- ⇨ **If you need to use your cell phone or another electronic device to monitor a medical condition** (e.g., diabetes), include this on the form so PTC can notify the test center in advance.

- ⇨ **If you are a nursing parent and will need to use a breast pump during your exam**, include this on the form at least 8 weeks prior to the exam to arrange suitable accommodation.

PREPARING FOR THE EXAMINATION

Before Test Day: Essential Checklist

Verify Your ID

- **Acceptable IDs** include driver's license, passport, non-driver state ID, or U.S. Military ID. Temporary paper IDs are **NOT** accepted.
- Your government-issued photo ID is critical; **proctors will deny entry if there are any problems.** Candidates who are turned away will be marked as no-shows and will lose their exam fees.
- Check these items now:
  - Is your ID still valid (not expired)?
  - Do the first and last name on your ID **exactly match** the name on your PTC Scheduling Authorization email?

Confirm Your Appointment Details

- Review both emails carefully:
  - **PTC Scheduling Authorization email** and **Prometric Appointment Confirmation email**
  - Verify your first and last name, exam name, date, time, and location is accurate

Plan Your Route

- Locate the test center and research parking options
- Check weather and traffic conditions the day before
- **Arrive early**; late arrival may prevent you from testing
- In case of inclement weather, check https://www.prometric.com/closures to see if the testing site is closed

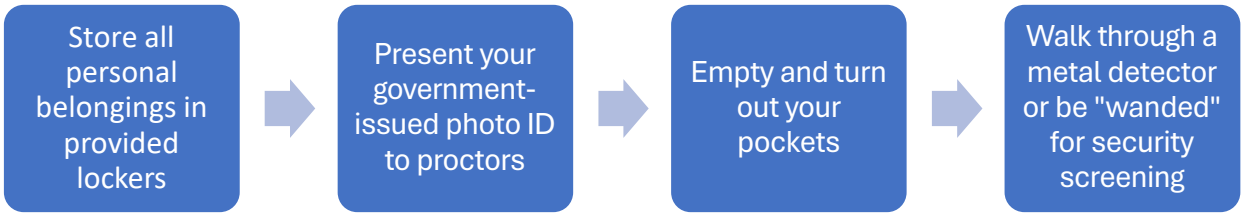
Study & Prepare

- Review the **Content Outline for the Examination** in this handbook to guide your studying
- Review **What to Expect at the Testing Center** and **Rules for the Examination** (next two pages)
- Review the Prometric exam software tutorial here: https://ptcny.com/pdf/prometricsoftwaretutorial.pdf

Prometric's website provides information on what you can expect on your test day, including a walkthrough of check-in and security procedures. Learn more about the security procedures here: https://www.prometric.com/test-center-security

WHAT TO EXPECT AT THE TESTING CENTER

Check-In Process



What Gets Inspected During Check-In

- **Eyeglasses and other accessories:** Subject to inspection
- **Jewelry:** Wedding and engagement rings are subject to inspection; all other jewelry must be stored
- **Headwear:** Religious headwear subject to inspection; all other headwear, including hoods, must be stored
- **Water bottle:** Water in a clear plastic container (no label); subject to inspection

Lockers

Prometric provides lockers to store purses, backpacks, mobile phones, jackets, food, drinks, and medical supplies. Take time before the test to safely store all personal belongings if needed.

Keep in Mind

- Prometric is unable to provide a completely noise-free environment. You may hear ambient noises that cannot be avoided, such as typing, coughing, outside noises, or people entering and exiting the test.
- Other exams will be administered at the same time as your examination.
- Proctors will periodically walk through the testing room as part of their monitoring process.
- Headphones may be requested to minimize the impact of ambient noise.

You are responsible for following instructions provided by proctors during the test day.

A zero-tolerance cell phone policy, including other wearable devices and recording devices, is in effect for the examination. Unless you have an approved accommodation to use a cell phone to monitor a medical condition, you must power off your cell phone and store it in your assigned locker before testing at a test center. You may not access your phone at any time during the examination or during an unscheduled break. If you access your phone for any reason not expressly authorized by Prometric, your examination will be terminated immediately, will not be scored, and all examination fees will be forfeited. BBSM will also be notified of the incident and may take additional action.

RULES FOR THE EXAMINATION

Read the information below carefully. You are responsible for adhering to the examination rules while at the testing center.



Prohibited Items

- **Do NOT bring these to the testing center** (leave in your car or locker):
  - Cell phones and all electronic devices
  - Watches and wearable technology
  - Jackets, coats, bulky clothing (sweatshirts, hoodies)
  - Hats or head coverings (except religious headwear)
  - Jewelry (except wedding and engagement rings)

During the Exam

- **No reference materials:** Papers, books, notes, or electronic devices, including phones, are prohibited at all times during the exam or breaks
- **You cannot leave the testing room except for restroom or locker use.** You may only retrieve snacks, drinks, medicine, or personal healthcare items from your locker. You must repeat security screening before re-entering. **If you leave the testing center, your exam will be terminated.**
- **No questions concerning exam content** may be asked during the exam session; Read all directions provided on the screen at the beginning of the exam
- See Prometric's statement on Test Center Security for more information

Contact PTC at (212) 356-0660 or www.ptcny.com/contact with any questions about the Examination Rules.

Irregular or improper behavior that is observed, made apparent by statistical analysis, or uncovered by other means before, during or after the examination will be considered a violation of these rules and may constitute grounds for invalidation of your examination. BBSM will initiate an investigation and request suitable analyses and appropriate documentation.

TESTING CONDITIONS OR EXAM FEEDBACK

Any candidate who feels that the examination effort was negatively impacted by the test center conditions should notify the proctor immediately. The situation should also be reported to PTC at www.ptcny.com/contact within 2 business days of the test appointment. Any comments about the test itself should also be reported to PTC at www.ptcny.com/contact within 5 business days of the test appointment.

REPORT OF RESULTS

After the Exam

Official results: You will receive an email from PTC approximately four weeks after the testing window closes with whether you have officially passed or failed the examination. This timing is necessary for psychometric review and administrative time required to ensure accurate and reliable scores.

- You will receive both the total score and major domain scores
- Successful candidates will receive certificates from BBSM
- **IMPORTANT:** You may not use the DBSM credential until your official score is received indicating that you have passed the exam

Setting the Passing Score

The passing score for the BBSM Behavioral Sleep Medicine Certification Examination was set using a criterion-referenced methodology and has been reviewed and approved by BBSM.

Confidentiality of Exam Scores

BBSM releases individual test scores **only to the candidate**. Questions about test results should be directed to BBSM or PTC.

Requesting an Exam Score Verification

Candidates who fail the examination may request a manual verification of their data file to determine if there have been any errors in scoring. Although the probability of such an error is extremely low, this service is available. Requests for score verification must be received by PTC no later than 90 days after the date of the examination by completing and returning the Exam Score Verification Request form available at www.ptcny.com with payment of $50.

For test security, you are not permitted to see or review the examination questions after completing the exam, even if requesting exam score verification.

To ensure correct reporting of results, PTC automatically performs manual verifications of examinations for candidates whose score falls within 3 points of passing. For this reason, it is extremely unlikely that any examination results will change from “fail” to “pass” through manual exam score verification.

Reexamination

The Behavioral Sleep Medicine Certification Examination may be taken as often as desired for candidates seeking certification upon filing a new application and paying the full application fee. There is no limit to the number of times the examination may be repeated.

EXAMINATION SECURITY

Candidates seeking admission to take the examination do so for the sole purpose of pursuing certification and no other purpose. Because of the confidential nature of the examination, you may not make or keep copies, excerpts, or notes of examination materials, and may not use or divulge information learned from the examination. The examination is the exclusive property of BBSM, and you may not use examination information in any way without the express prior written consent of BBSM.

The Behavioral Sleep Medicine Certification Examination is confidential. You are required to sign a confidentiality agreement prior to the start of the examination.

Candidates agree to abide by the testing rules in effect at the time of their test appointment. BBSM, PTC, and/or Prometric staff may refuse your admission to the examination if you do not have the proper identification as detailed in the Candidate Handbook. To maintain a secure and proper exam administration, candidates who do not abide by the testing rules may have their exam terminated during exam administration and/or have their exam scores invalidated.

ATTAINMENT OF CERTIFICATION

Candidates who pass the Certification Examination may use the DBSM (Diplomate in Behavioral Sleep Medicine) designation after their name and will receive certificates from the BBSM.

Certification in BSM is recognized for a period of 5 years from the date of the expiry at which time the candidate must apply to renew their certification and meet BBSM continuing education requirements in effect at that time to retain certification or retake and pass the current Certification Examination.

The BBSM requires for recertification:

- A minimum of 40 hours of continuing education in behavioral sleep medicine for renewal of certification. These hours may include areas such as normal and abnormal sleep, basic sleep science, differential diagnosis of sleep conditions, diagnostic monitoring tools in sleep medicine, psychological factors affecting sleep and behavioral treatments of sleep disorders.
- A current professional license to practice.
- Permission for BBSM to complete a background check.

A new certificate will be issued upon completion of the recertification required and approved by the Board of Behavioral Sleep Medicine.

RECERTIFICATION

Every five (5) years, each DBSM must

a. Earn 40 hours of continuing education credits in behavioral sleep medicine for renewal of certification
b. Maintain a current license to practice
c. Grant permission for BBSM to complete a full background check

A new certificate will be issued upon completion and approval of recertification by the Board of Behavioral Sleep Medicine.

REVOCATION OF CERTIFICATION

Certification will be revoked for any of the following reasons:

1. Falsification of application
2. Misrepresentation of certification status

Appeals: BBSM provides an appeal mechanism for any revocation action. It is your responsibility to initiate this process.

Appeals on Eligibility

Candidates who have been deemed ineligible to sit for an examination may appeal in writing to the Board of Behavioral Sleep Medicine (BBSM) Executive Director, sent to either the headquarters office of the BBSM or by email to info@bsmcredential.org. The letter must be accompanied by supporting documents and must be received within ten (10) business days after the notification of ineligibility is sent to the candidate. The BBSM will review the appeal and notify the candidate in writing of its decision within ten (10) business days of receipt of the written appeal. Should the decision be in favor of the eligibility of the candidate to sit for the examination, but past the deadline for the current testing period, the candidate will be enrolled to take the examination during the next regularly scheduled testing period.

Examination Challenges

It is the policy of the BBSM to provide every candidate with an opportunity to question the reliability, validity, and/or fairness of a test and its questions. Candidates may submit a complaint in writing to the BBSM's administrative offices no later than fourteen (14) calendar days after taking the examination. Complaints and challenges must be communicated in writing and within this time frame. The BBSM will NOT consider late challenges or complaints, or challenges or complaints not submitted in writing. All challenges and complaints shall receive the BBSM's full attention. The BBSM shall investigate each challenge or complaint and acknowledge it in writing to the complainant.

CONTENT OF THE EXAMINATION

The Behavioral Sleep Medicine Certification Examination is a computer-based examination composed of 120 scored items, plus 20 pre-test items with a total testing time of 2.5 hours. The test questions are multiple-choice, objective, and only have one possible answer. Pre-test items are not scored.

The questions for the examination are developed by individuals with expertise in behavioral sleep medicine and are reviewed for construction, accuracy, and appropriateness by representatives of the BBSM. The BBSM, with the advice and assistance of the Professional Testing Corporation, prepares the examination. The Certification Examination for Behavioral Sleep Medicine will be weighted in the following manner:

I.	Basic Science/Sleep Knowledge	10%
II.	Behavioral Medicine General Principles/Theory	20%
III.	Associated Sleep Disorders and Their Treatment	15%
IV.	BSM Clinical Assessment	20%
V.	BSM Clinical Management (Pediatric & Adult)	35%

I. Basic Science/Sleep Knowledge (10%)

- A. Sleep Anatomy & Physiology
- B. Circadian/Biological Rhythms
- C. Homeostatic and Circadian Drives
- D. Sleep Architecture
- E. Ontogeny – Life Span Development
- F. Sleep Over the Life Span
    1. Infant, toddler
- G. Sleep Deprivation

II. Behavioral Medicine General Principles/Theory (20%)

- A. Classical and Operant Conditioning
    1. Shaping
    2. Reinforcement Schedules
    3. Extinction
    4. Spontaneous Recovery
    5. Placebo Effect
- B. Theories of Behavioral Change
- C. Relaxation
- D. Acceptance & Commitment Therapy / Mindfulness
- E. Cognitive Restructuring
- F. Behavioral Activation

III. Associated Sleep Disorders and Their Treatments (15%)

- A. Adult and Pediatric Insomnias
    1. Pharmacological Interventions
- B. Hypersomnias
- C. Breathing-Related Sleep Disorders
    1. Obstructive Sleep Apnea
    2. Central Sleep Apnea
- D. Circadian Rhythm Sleep Disorders
- E. Narcolepsy
- F. Parasomnias
    1. Nightmares
    2. Night Terrors
        a. Sleep Walking / Talking
- G. Movement Disorders
    1. Restless Leg Syndrome / PLMD
        a. Pharmacological Treatments
        b. Behavioral Interventions

IV. Clinical Assessment (20%)

- A. Instrumentation (Diagnostic)
    1. Polysomnography (In lab/HST)
    2. Actigraphy
    3. Sleep Diary
    4. MSLT/MWT

B. Activity Monitoring Devices (Fitbit, Garmin, etc.)
C. Initial Evaluation
D. Functional Analysis
E. Psychometric Assessment
F. Treatment Monitoring
G. Understanding CPAP Download Reports
H. Understanding Sleep Diagnostic Reports

V. Clinical Management (35%)

A. Pediatric Behavioral Sleep Medicine
    1. Healthy Sleep Habits
    2. Extinction
    3. Graduated Extinction w & w/o parent
    4. Positive Routines
    5. Bedtime Fading
    6. Bedtime Pass
    7. Exposure with Response Prevention
    8. Cognitive Restructuring
    9. Positive Reinforcement
    10. Scheduled Awakenings
    11. Urine Alarm/Dry-Bed Training
    12. Systematic Desensitization
    13. Relaxation Therapies
B. Adult Behavioral Sleep Medicine
    1. Cognitive Therapy
    2. CPAP Adherence Sleep
    3. Image Rehearsal Therapy
    4. Light Therapy/ Chronotherapy/ Melatonin
    5. Paradoxical Intention
    6. Relaxation Strategies
    7. Restriction/Compression
    8. Stimulus Control
    9. Sleep Hygiene
    10. Systematic Desensitization
    11. Strategies for Treatment Compliance

SAMPLE EXAMINATION QUESTIONS

The following are samples of the types of questions that may appear on the Behavioral Sleep Medicine Certification Examination. These sample questions are intended for candidates to view how test questions are structured. Note these are samples and these specific questions will not appear on the examination.

1. The term "dysfunctional cognition" refers to
   A) mental hyperarousal.
   B) maladaptive dream content.
   C) discouraging thinking patterns or images.
   D) faulty or distorted thoughts and expectations.

2. Which of the following is MOST representative of sleep during early and middle childhood relative to other periods of development across the lifespan?
   A) Most children have given up daytime naps by the end of the toddler period
   B) While sleep needs vary among children 12-36 months of age, total sleep duration from this age group ranges from 11 to 13 hours in a 24-hour period
   C) Non-Rapid Eye Movement Sleep (NREM) states during early/middle childhood are similar to adult Rapid Eye Movement Sleep (REM)
   D) Sleep states during the toddler period are in a state of development transition that makes differentiation of sleep and wakefulness difficult

3. REM sleep episode duration and REM sleep propensity have been shown to vary with which of the following?
   A) Secretion of dopamine
   B) MnPM and VLPO neuron signal
   C) Timing of the endogenous circadian temperature cycle
   D) Homeostatic determination of ultradian rhythm timing

ANSWER KEY	
Q	**A**
1	D
2	B
3	C

REFERENCES

The Society of Behavioral Sleep Medicine, the field's membership society, has posted a BSM Training Program Reading List which is available on the SBSM website:

https://behavioralsleep.org/index.php/member-resources/society-of-behavioral-sleep-medicine-credentialing-exam

The list is not intended to be a recommended or exclusive reading list. It does not attempt to include all acceptable references nor is it suggested that the examination questions are necessarily based on these references. Candidates are expected to seek information as outlined in the published BSM Examination content areas by review of evidence-based peer reviewed science and literature.

PTC26033

BEHAVIORAL SLEEP MEDICINE

CERTIFICATION EXAMINATION

STANDARD TRACK ATTESTATION STATEMENT

This page is required for Standard Track candidates to verify completion of an SBSM- accredited behavioral sleep medicine training program.

Candidate's Name: _____

Program/Training Director's Name and Degree(s): _____

Area of Practice or Specialty: _____

BSM Training Program: _____

Institution: _____

Address: _____

Training Program Start/Completion Dates: _____

I, the candidate's training/program director hereby verify that the candidate has satisfactorily completed the above SBSM-accredited behavioral sleep medicine training program as part of requirements to sit for the Behavioral Sleep Medicine Examination.

Training/Program Director Signature _____ Date_____

BEHAVIORAL SLEEP MEDICINE CERTIFICATION EXAMINATION

ALTERNATE TRACK ATTESTATION STATEMENT

This page is required for Alternate Track candidates to verify clinical experience and other training received at training location(s). If the candidate received clinical training from multiple consultants or supervisors, complete this form for each BSM training consultant or supervisor.

Candidate's Name: _____

Consultant/Supervisor's Name and Degree(s): _____

Area of Practice or Specialty: _____

Training Location(s)

Program/Institution	Address	Training Start/End Dates

Clinical Experience – 250 hours of which 150 must be direct BSM patient contact

Dates of Experience	Description of Clinical Experience	Total Hours
	Direct patient contact – assessment Direct patient contact – treatment Report preparation/care coordination Consultation/Supervision Case conferences	

Other BSM Training Activity

Dates of Activity	Description of Training Activity	Total Hours
	BSM Research BSM grand rounds/in-service Teaching, presentations Other	

I, the candidate's consultant/supervisor, hereby verify that the candidate has satisfactorily completed the above clinical experience as part of requirements to sit for the Behavioral Sleep Medicine Examination.

_____ _____

Consultant/Supervisor Signature Date