

13 Basic Questions to Ask Before Hiring A Physical Ability Test Consultant

- 1. What are the first steps you would take to provide a physical ability test?**
- 2. Do you perform a job analysis?**
- 3. How does your job analysis method document how important a given task is?**
- 4. What do you think the most important national standards are in developing a test? Why?**
- 5. What state and federal laws do you believe are the most important to consider when devising a physical ability test?**
- 6. What court decisions have had the most impact on physical ability testing over the past decade?**
- 7. How have the factors in those court decisions influenced how you devise tests?**
- 8. Are your tests specifically developed to predict job performance?**
- 9. What methods do you use to demonstrate that your test predicts job performance?**
- 10. What proof can you offer that persons who fail your test cannot perform the job?**
- 11. What is test validation?**
- 12. What is test reliability?**
- 13. Can you provide me with a sample of a validation study you have produced for another organization?**

Key Terms Which Should Appear in Responses

1. General orientation to the job, job analysis to identify abilities.
2. Yes. Description of possible methodologies of job analysis. If only one offered, ask for another method.
3. Yes. There must be documentation of how critical the tasks.
5. *Uniform Guidelines on Employee Selection Procedures, Principles for the Validation and Use of Personnel Selection Procedures, Standards on Educational and Psychological Testing.*
6. Civil Rights Act of 1964, State Fair Employment Practices laws (FEP).
7. SEPTA vs. DOJ, City of Erie vs. EEOC, Dial vs. DOJ.
8. SEPTA influences passing scores, Eire influences Uniform Guidelines, Dial influences test fairness documentation.
9. Predicting job performance is the purpose of tests. Methods should be specified.
10. Content and criterion-related validity are the methods used.
11. A validation study documents the proof. Proof must be empirical with statistical evidence contained in a written report that complies with the Guidelines.
11. An empirical demonstration that the test predicts job performance.
12. Empirical evidence that the scores on a test are within an acceptable range of measurement error.
13. Collect and review sample validation study. If highly technical, hire an outside expert to review it.