



Examination Preparation Booklet

Concepts and Principles of Normalization for
Mentally Retarded/Developmentally Disabled
Individuals

Therapeutic Approaches Used with Mentally
Retarded/Developmentally Disabled
Individuals

Booklet No. 9



CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.
LOCAL 1000, AFSCME, AFL-CIO
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Booklet #9

**Concepts and Principles of Normalization for Mentally
Retarded/Developmentally Disabled Individuals**

**Therapeutic Approaches Used with Mentally
Retarded/Developmentally Disabled Individuals**

Prepared for CSEA LEAP

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Introduction

This booklet is designed to assist CSEA members taking the “Paraprofessional Careers in Mental Hygiene” promotional examination. People taking this examination often have a great deal of training and invaluable job experience. This should help you a great deal in successfully answering the exam questions. Most people have found it helpful, however, to practice with sample questions in the subject areas outlined in the exam announcement. In addition to the practice test questions, the booklet also contains explanations for each question at the end of each section. Where appropriate, these explanations also outline the best way to approach the question, and this can be very helpful with questions that are tricky or vague.

Other booklets you may find helpful in preparing for this exam are No. 6, *Supervision*, No. 10, *Principles and Practices in the Treatment of Mentally Ill/Emotionally Disturbed Individuals*, and No. 17, *Written English/Preparing Written Material II*.

Individuals who have practiced with sample questions before exams report improved performance and confidence when actually taking the test. We cannot guarantee that the actual questions will be like the practice questions in this booklet, but practicing with these questions will help your performance.

It is recommended that you review this booklet and try answering the questions again the week before the exam. Good luck!

Note: This booklet is designed for practice purposes only and its content may not conform to that of any particular Civil Service Examination.

Concepts and Principles of Normalization for Mentally Retarded/Developmentally Disabled Individuals

Questions in this category are designed to test for basic concepts and procedures involved in providing services to mentally retarded/developmentally disabled individuals. Questions in this category will cover the following areas:

- The philosophy of normalization
- Habilitative techniques
- Programs for the preparation of individuals to live in the least restrictive environment

The emphasis of these questions will be on understanding and applying these concepts through the team process.

Many of the terms used in previous announcements are no longer used by OMRDD. For example, OMRDD no longer uses the term “clients” to refer to individuals with developmental disabilities. Also, OMRDD no longer refers to “the mentally retarded/developmentally disabled” as a group. The emphasis, instead, is on serving the individual. This booklet uses currently accepted terminology and reflects OMRDD’s current philosophy of providing services and supports to individuals with developmental disabilities.

There may be fifteen to twenty questions on this topic. That means that there should be three to seven questions on each of the subcategories listed above. The exam announcement states that the exam will test for basic concepts and procedures, so it shouldn’t be necessary to have a lot of highly technical knowledge in these areas.

We have provided twenty practice questions for you. Keep in mind that some of them may be more difficult than what you will actually get on the exam. Since we can’t be sure of the level of difficulty, we’d rather give you a few questions of this type. Explanations follow the questions.

1. Which of the following is a feature of an Individualized Service Environment?
 - a. Services are provided uniformly to all individuals in certain categories.
 - b. Goals are based on professional opinions about what is best for an individual.
 - c. Services are responsive to an individual’s goals.
 - d. Services are standardized as much as possible to reduce costs.

2. Which of the following is one of OMRDD's governing principles for providing services to people with developmental disabilities?
 - a. A person with a developmental disability is better off in an institutional setting.
 - b. A person with a developmental disability shall be as independent as possible.
 - c. A person with a developmental disability cannot expect to enjoy the same freedoms as other people.
 - d. A person with a developmental disability should rely on others to make his or her decisions.

3. Persons with developmental disabilities have the right to make life choices for themselves. Under what circumstances should a service provider restrict this right?
 - a. If the individual's choices endanger his or her health and safety.
 - b. If the individual's choices reflect mere personal preferences.
 - c. If the individual's choices reflect a lack of experience in the "real world."
 - d. If an individual's choices show a lack of maturity.

4. Which of the following is not a benefit of taking a person with a developmental disability to a neighborhood store.
 - a. It gives the person an opportunity to interact with other members of the community.
 - b. It shows members of the community that individuals with developmental disabilities are under constant supervision.
 - c. It allows the person to practice handling money.
 - d. It gives the person an opportunity to make choices about how to spend his or her money.

5. Which of the following statements is most accurate?
 - a. Relationships with other members of the community can help a person with developmental disabilities become more independent.
 - b. Relationships with other members of the community cannot take the place of institutional supports.
 - c. Relationships with other members of the community should be carefully controlled by staff.
 - d. Relationships with other members of the community are not usually beneficial to a person with developmental disabilities.
6. Which of the following is not an appropriate function for a service coordinator?
 - a. Locating community resources that an individual can use.
 - b. Helping an individual make informed choices.
 - c. Deciding what is best for an individual.
 - d. Locating agencies or service providers for an individual.
7. In the past, people with developmental disabilities were isolated from the community. What should staff who provide services and supports do about this?
 - a. Be careful to protect individuals who have developmental disabilities from the rest of the community.
 - b. Warn persons with developmental disabilities that most people are afraid of them.
 - c. Try to minimize contact between individuals with developmental disabilities and other members of the community.
 - d. Promote interaction between individuals with developmental disabilities and other members of the community.
8. What is one characteristic of the “Person-Centered Approach” to providing services to individuals with developmental disabilities?
 - a. The staff determine what is best for each individual.
 - b. Each individual is categorized by his or her ability to live independently.
 - c. The staff help the individual make informed choices.
 - d. The staff determine who should assist individuals in making decisions.

9. How should a service provider respond to fears expressed by an individual?
 - a. Make a joke out of the situation to cheer the person up.
 - b. Restrict the person's activities to make the person less anxious.
 - c. Reduce the person's exposure to other members of the community.
 - d. Try to help the person understand the reasons for his or her fears.

10. Which of the following has been an important trend in recent years?
 - a. Integration of persons with developmental disabilities with the rest of the community.
 - b. Growth in the number of centralized developmental centers.
 - c. Less emphasis on providing supports to family care providers.
 - d. Less emphasis on independent living.

11. Which of the following is a characteristic of a person-centered living environment?
 - a. Decorations (such as wall posters and curtains) chosen by residents.
 - b. Group bed times.
 - c. Walking in line.
 - d. Group showers.

12. Which of the following is an example of "natural supports" in the community—persons or groups in the community who can promote the independence of individuals with developmental disabilities?
 - a. Medicaid-funded services.
 - b. Services provided by OMRDD.
 - c. Services funded by the State Education Department.
 - d. Hobby groups.

13. Which of the following statements is most accurate?
- Individuals with developmental disabilities can make a contribution to their communities.
 - To avoid conflicts with neighbors and other members of the community, individuals with developmental disabilities should be isolated as much as possible.
 - Individuals with developmental disabilities can benefit from strict rules that govern every aspect of their lives.
 - Families are not a significant source of support for individuals with developmental disabilities.
14. Which of the following is not a characteristic of an individualized service environment?
- Consumer empowerment.
 - Lowest cost services.
 - Informed choice.
 - Community integration.
15. Which of the following is not an advantage of using “natural supports” such as friends, neighbors, and other members of the community?
- Natural supports reduce the need for paid services, allowing OMRDD to focus its resources on individuals who do not have such supports.
 - Natural supports promote closer integration with the community.
 - Natural supports can help a person develop his or her social skills.
 - Natural supports allow service providers to escape their responsibility for the health and safety of individuals.
16. Which of the following is consistent with OMRDD’s governing principles for providing services?
- Freedom of individuals to relate to their families when and how they choose.
 - Strict limitations on contacts between individuals and their families.
 - Control of all interactions between an individual and the community.
 - Categorization of all individuals according to their “mental age.”

17. Which of the following statements is not true?
- Individuals with developmental disabilities should share in the responsibility to keep their homes clean and pleasant.
 - A clean and pleasant living environment can improve an individual's self-image.
 - The staff has sole responsibility for keeping a living environment clean and pleasant.
 - Individuals should have an opportunity to decide how to decorate their homes.
18. Which of the following has not changed in OMRDD's approach to providing services?
- Understanding of "acceptable risk" for individuals.
 - Approaches to community integration.
 - Emphasis on consumer empowerment.
 - Commitment to quality.
19. When taking a bus ride with a person with a developmental disability, what should a staff member do?
- Allow the individual to speak for himself or herself to other riders on the bus.
 - Make sure that other riders on the bus know that the person has a developmental disability.
 - Answer any questions directed to the person.
 - Instruct the person not to say anything to other riders.
20. Which of the following is one of OMRDD's governing principles in providing services to individuals with developmental disabilities?
- Individuals with developmental disabilities should not be burdened with making choices for themselves.
 - OMRDD's primary obligation is to reduce the cost of services it provides.
 - Most people with developmental disabilities are not capable of deciding what is best for them.
 - A person with a developmental disability shall receive supports and services that are effective and meet his or her needs.

Explanations for the Above Questions

1. The answer is c. Choice a sounds all right at first, but it talks about putting individuals into categories and then treating them all the same. One of the features of an Individualized Service Environment is that it treats people as *individuals*. Choice b also may sound good, but it violates one of the basic principles of an Individualized Service Environment—that individuals should set their own goals. Choice d is incorrect because standardized services are incompatible with an Individualized Service Environment. Choice c is in keeping with the basic principle that individuals should set their own goals. This is a difficult question. Two of the incorrect answers may sound all right at first, but they are not really compatible with the idea of an Individualized Service Environment. With this question, you have to think hard to choose the *best* answer.
2. The answer is b. Choice a is incorrect because, for many years, OMRDD has worked to move people out of institutions and into the community. Choice c is incorrect because OMRDD is committed to ensuring that the rights of individuals are not restricted because of their disabilities. Choice d is incorrect because OMRDD believes that individuals should make decisions for themselves. Choice b is the only answer that is in line with OMRDD’s governing principles.
3. The answer is a. Choice b is incorrect because service providers should encourage individuals to make choices based on their personal preferences. Choice c is incorrect because making choices for himself/herself is an essential way for an individual to gain experience in the “real world.” Choice d is incorrect because service providers should not make judgments about what they consider the “maturity” of an individual. Such judgments reflect an unwillingness to treat an individual as an adult who has the right to make his or her own decisions. Choice a reflects an overriding concern of all service providers—a commitment to the health and safety of the individuals they serve.
4. The answer is b. This is a tricky question because it asks you which answer is not a benefit of taking a person with a developmental disability to a neighborhood store. You will probably have at least one question like this on your test. Be sure to read each question carefully so that you can spot “tricks” like this. Choices a, c, and d all describe benefits of taking an individual to a neighborhood store. Choice b does not.

5. The answer is a. Choice b is incorrect because other members of the community often take the place of institutional supports. For example, a person may come to rely on a co-worker instead of a staff member for a ride to work. Choice c is incorrect because staff should not restrict the relationships of individuals unless those relationships endanger the person's health and safety. Choice d is a broadly pessimistic statement, and it is not true.
6. The answer is c. This is another tricky question. It asks you to choose which answer is not an appropriate function for a service coordinator. If you are not sure of the answer to a question like this, you could use the process of elimination. Choices a, b, and d are all appropriate functions for a service coordinator. So the answer must be c.
7. The answer is d. Choice a is incorrect because the staff should try to integrate individuals with the community, not isolate them. Choice b is incorrect because saying something like this will make an individual reluctant to venture out into the community. Choice c is incorrect because, again, it talks about isolating individuals from the community.
8. The answer is c. Choice a is incorrect because the staff should encourage individuals to make their own choices, not make choices for them. Choice b sounds all right at first, but it talks about "categorizing" individuals. Staff should treat each person as an individual rather than a member of a category. Choice d is incorrect because the staff should not attempt to restrict family or friends from helping individuals make decisions.
9. The answer is d. Choice a is incorrect because making a joke out of the situation suggests that the service provider is not taking the person's emotions seriously. Choices b and c are incorrect because restricting a person's activities or contacts does nothing to help the person overcome his or her fears.
10. The answer is a. Choices b, c, and d have not been important trends in recent years.
11. The answer is a. Choices b, c, and d all reflect an inappropriate attitude. Group bed times, group showers, and walking in line may make things easier for the staff but they are demeaning to individuals.

12. The answer is d. Again it is important to read the question carefully. Medicaid, OMRDD, and the State Education Department all provide funds for important services, but they are not “natural supports.” As the question explains, natural supports are persons or groups in the community who can promote the independence of individuals. The key words here are “in the community.”
13. The answer is a. Choice b is incorrect because it talks about isolating individuals from the rest of the community. Choice c is incorrect because rules should be kept to a minimum. Individuals should have as much control as possible over how they conduct their lives. Choice d is incorrect because families *are* a significant source of support for many individuals with developmental disabilities. Choice a is correct because individuals can make a contribution to their communities by volunteering for community projects and simply by being good neighbors.
14. The answer is b. This is another tricky question because it asks you which of the following is not a characteristic of an individualized service environment. The only one that is not is b, lowest cost services.
15. The answer is d. All of the other choices are advantages of using natural supports in the community.
16. The answer is a. Choices b and c are incorrect because the staff should not try to control an individual’s relationship with his or her family or with other members of the community. Choice d is incorrect because the concept of “mental age” is misguided and harmful. It puts an artificial limit on an individual’s development and leads to the assumption that an individual should be treated as a child rather than as an adult.
17. The answer is c. This question asks you to choose the statement that is not true. Statements a, b, and d are all true. Statement c is not true because the residents of a home should share in the responsibility for taking care of it.
18. The answer is d. All of the other approaches to providing services have changed in recent years, but OMRDD’s commitment to quality has remained constant.

19. The answer is a. Choice b is incorrect because there is no reason to call attention to an individual's disability. Choice c is incorrect because a person should be allowed to speak for himself/herself. Choice d is incorrect because staff should be encouraging interaction with other members of the community, not restricting it.

20. The answer is d. Choice a is incorrect because OMRDD believes that individuals should make decisions for themselves. Choice b is incorrect because reducing the cost of services is *not* OMRDD's primary obligation. Choice c is incorrect because it is not possible to make a generalization about the capabilities of "most people with developmental disabilities." Each person should be treated as an individual, with unique capabilities to make decisions. Choice d reflects two of OMRDD's basic commitments—a commitment to providing effective, quality services and a commitment to meeting the unique needs of each individual.

We suggest that you review any relevant training materials you may have as well as these questions again the week before the exam. We also suggest that you review the various principles contained in the questions themselves, rather than just focus on the correct answer, as some of these principles may appear on the exam in a different format.

Therapeutic Approaches Used with Mentally Retarded/Developmentally Disabled Individuals

This section of the exam will include questions in the following areas:

- The various types and levels of developmental disabilities
- Therapeutic interventions
- Situational problem solving

Some of the terms used in previous announcements are no longer used by OMRDD. For example, OMRDD no longer refers to “the mentally retarded/developmentally disabled” as a group. The emphasis, instead, is on serving the individual. This booklet uses currently accepted terminology and reflects OMRDD’s current philosophy of providing services and supports to individuals with developmental disabilities.

The exam announcement states that “the terminology used is that which is common to OMRDD facilities and programs,” so you shouldn’t worry about learning new technical terms or definitions. Your job experience and the training you have received should be helpful to you in answering these questions. Again, we suggest that you review this material before the exam.

There may be fifteen to twenty questions on this topic. That means that there should be three to seven questions on each of the subcategories listed above.

We have provided twenty practice questions for you. Keep in mind that some of them may be more difficult than what you will actually get on the exam. Since we can’t be sure of the level of difficulty, we’d rather give you a few questions of this type. Explanations follow the questions.

1. Which of the following statements is most accurate?
 - a. The term “mental retardation” has been applied to persons with a broad range of disabilities.
 - b. The majority of individuals who are considered mentally retarded have IQ’s below 50.
 - c. A person’s IQ is the best indication of what services that person will need.
 - d. IQ is a useful way for service providers to categorize the individuals they serve.

2. Which of the following statements is not true?
 - a. In some cases there is a definite organic cause for mental retardation.
 - b. Tay-Sachs disease is an example of a genetic cause of mental retardation.
 - c. In some cases there is no clear organic cause for mental retardation.
 - d. All cases of mental retardation can be traced to genetic abnormalities.

3. Which of the following statements is most accurate?
 - a. The IQ of a child at age 6 is a good indication of what that child can learn.
 - b. "Mental retardation" is a relative term that means different things to different people.
 - c. The "cutoff point" for considering a person mentally retarded is an IQ of 60.
 - d. If a child is diagnosed as having a developmental disability, he or she probably cannot learn to become self-sufficient.

4. Which of the following is an appropriate way to teach a skill to adults with developmental disabilities?
 - a. Teaching how to tie shoe laces by first working with a baby shoe.
 - b. Teaching how to button clothes by using a doll for practice.
 - c. Teaching personal hygiene skills in groups of four or five.
 - d. Teaching how to trim nails with real nail clippers.

5. In planning recreational opportunities for individuals with developmental disabilities, what is the most important thing to take into account?
 - a. Their interests and preferences.
 - b. Their experience with team sports.
 - c. Their athletic ability.
 - d. Their ability to master the rules of a given game.

6. What would be the most appropriate way to teach an individual with developmental disabilities how to buy groceries?
 - a. Practice with play money and toy food.
 - b. Accompany the individual to the store and allow him or her to choose groceries and pay for them.
 - c. Read to the individual a set of instructions on how to buy groceries.
 - d. Show the person a video about grocery stores.

7. What should the staff do to implement a nutrition plan developed for an individual?
 - a. Allow the individual to eat whatever he or she chooses.
 - b. Encourage the individual to eat the foods called for in the nutrition plan.
 - c. Restrict access to any foods not included in the nutrition plan.
 - d. Force the individual to eat the foods called for in the nutrition plan.

8. What does error-free learning involve?
 - a. Asking individuals to perform only tasks that they have already mastered.
 - b. Ignoring mistakes.
 - c. Giving individuals all the assistance they need to complete a task.
 - d. Avoiding all difficult tasks.

9. What should you keep in mind when establishing learning schedules for individuals?
 - a. Frequent practice is vital for successful learning.
 - b. Training is not an essential activity.
 - c. Training activities should be assigned a relatively low priority.
 - d. Most individuals will not profit from instructional activities.

10. What does an individual service plan define?
 - a. The cost of services.
 - b. Goals and objectives.
 - c. The limits of an individual's abilities.
 - d. Federal regulations.

11. Which of the following is not one of the causes of disruptive behavior?
 - a. Need for attention.
 - b. Inability to communicate a need.
 - c. Lack of appropriate ways to handle emotions.
 - d. Self-esteem.

12. What is an appropriate response to physically aggressive behavior?
 - a. Withdrawal of services.
 - b. Planned preventive intervention.
 - c. Withdrawal of privileges.
 - d. Prolonged physical isolation.

13. An individual has been breaking things lately. The staff feel that she may be looking for attention. What they can do to help her?
 - a. Give her as much attention as possible when she is not breaking things.
 - b. Ignore her destructive behavior.
 - c. Give her more attention every time she breaks something.
 - d. Give her less attention at all times.

14. An individual has injured himself several times because when he is angry he punches the wall. What can the staff do to help him?
 - a. Restrict his activities every time he injures himself.
 - b. Show him other ways to express his anger, such as punching a pillow.
 - c. Have him wear gloves at all times.
 - d. Make a joke out of the situation.

15. An individual starts screaming whenever something unexpected happens. What can the staff do to help her?
- Restrict her activities so that she will be less likely to be surprised by unexpected events.
 - Limit her contact with other members of the community.
 - Ignore her behavior.
 - Warn her in advance of changes in her normal routine.
16. Which of the following is not important for a person's emotional well being?
- Privacy.
 - Recreation.
 - Social interaction.
 - Punishment.
17. Which of the following statements is not true?
- Fetal alcohol syndrome may lead to mental retardation.
 - Down syndrome is the result of a genetic abnormality.
 - Most cases of mental retardation are caused by poor prenatal care.
 - There is no organic explanation for some cases of mental retardation.
18. What guideline should staff members follow in helping individuals with personal hygiene?
- The staff should spend as little time as possible on these tasks.
 - The staff should not allow individuals to perform personal hygiene tasks themselves.
 - The staff should protect the privacy of individuals as much as possible when performing these tasks.
 - The staff should not be responsible for assisting individuals with these tasks.

19. All of the following are causes of mental retardation, except:
- a. organic defects.
 - b. brain lesions.
 - c. genetic abnormalities.
 - d. increased sexual activity.
20. In the most common use of the following terms, the great majority of individuals with mental retardation are considered:
- a. Mildly retarded.
 - b. Moderately retarded.
 - c. Severely retarded.
 - d. Profoundly retarded.

Explanations for the Above Questions

1. The answer is a. Choice b is incorrect because 80 to 90 percent of individuals who are considered retarded have IQ's over 50. Choice c is incorrect because there are many other factors that are more important than IQ in determining what services an individual will need. Choice d is incorrect because classifying individuals by IQ is not in keeping with the concept of individual service plans.
2. The answer is d. Again, this question asks which statement is not true. Statement d is not true because in many instances mental retardation occurs with no evidence of genetic abnormalities.
3. The answer is b. Choice a is incorrect because a person's IQ is only a rough indication of that person's ability to learn. Choice c is incorrect because most definitions of "mild retardation" use an IQ range of 50 or 55 to approximately 70. Choice d, an extremely negative statement, is incorrect because many persons with developmental disabilities learn to become self-sufficient.

4. The answer is d. Choice a is incorrect because it is inappropriate to teach adults as if they were children. Choice b is incorrect for the same reason. Choice c is incorrect because teaching personal hygiene in a group shows a lack of respect for the members of the group and violates their personal dignity. Choice d is correct because the best teaching involves real practice in real situations. This question requires careful thinking. Choices a and b may sound practical, but they are not in keeping with the idea of treating individuals as adults. Too often in the past, individuals were treated like children because of their disabilities. Choice c may sound all right at first, but it has a significant problem—in the real world, people perform personal hygiene tasks in private. Therefore, it is not appropriate to teach these skills in groups of four or five. Choice d may sound incorrect at first because nail clippers, like any sharp object, can be dangerous. But for most individuals nail clippers do not present a significant hazard, and it is not appropriate to restrict an individual's learning for such a trivial concern.

5. The answer is a. Choices b, c, and d have to do with an individual's experience with a sport or athletic ability. These are not "the most important thing to take into account" when planning recreation. The most important thing to take into account is the interests and preferences of the individuals involved. Again it is important to read each question carefully so that you can choose the best answer.

6. The answer is b. Choice a is incorrect because it is inappropriate to treat adults like children. Choices c and d are incorrect because they are not effective teaching methods—at least not as effective as real practice in choosing groceries and paying for them. In this question you have to give careful thought to each of the answers to choose the *best* one.

7. The answer is b. This is a difficult question. In implementing a nutrition plan, the staff need to take into account both the preferences of individuals and their health. Choice a is incorrect because allowing individuals to eat whatever they choose may endanger their health, especially if they are on a carefully prescribed diet because of a medical problem. Choice c is incorrect because it is too restrictive and does not leave any room for personal preferences. Choice d is incorrect because forcing someone to eat certain foods is an impractical and undesirable way to implement a nutrition plan.

8. The answer is c. Choice a is incorrect because there is no learning involved in asking individuals to perform tasks that they have already mastered. Choice b is incorrect because ignoring mistakes does not promote learning. Choice d is incorrect because a task should not be avoided just because it is difficult. Mastering a difficult task can be very satisfying and rewarding.
9. The answer is a. Choices b and c are incorrect because they are based on the assumption that training is an unimportant activity. Choice d is a strongly negative statement and it is not true.
10. The answer is b. If you were unsure of the answer to this question, you could probably find it by the process of elimination. Choices a, c, and d are obviously incorrect.
11. The answer is d. All of the other choices are potential causes of disruptive behavior.
12. The answer is b. The other choices are incorrect because they would all be inappropriate and ineffective responses to aggressive behavior.
13. The answer is a. Choice b is incorrect because ignoring destructive behavior sends a person the message that this behavior is acceptable. Choice c is incorrect because giving a person more attention whenever she breaks something encourages more destructive behavior. Choice d is incorrect because giving a person less attention will do nothing to change her destructive behavior.
14. The answer is b. Choice a is incorrect because restricting the person's activities would be an inappropriate and ineffective way to deal with his behavior. Choice c is incorrect because it is completely impractical. Choice d is incorrect because making a joke out of the situation would probably make the person more angry because it would belittle his emotions.
15. The answer is d. Choices a and b are incorrect because they involve limiting the individual's activities or personal interactions. In addition, they do not really address the individual's problem. Choice c is incorrect because ignoring the person's screams is not likely to help her with her problem.

16. The answer is d. All of the other choices are important to a person's emotional well being.
17. The answer is c. This question asks you to choose the statement that is not true. While poor prenatal care causes some cases of mental retardation, it does not cause "most" cases. All the other statements are true.
18. The answer is c. Choice a is incorrect because personal hygiene skills are important to the independence and self-esteem of individuals. Choice b is incorrect because staff members should encourage individuals to be as independent as possible in performing these tasks. Choice d is incorrect because the staff is responsible for providing individuals whatever help they may need in this area.
19. The answer is d. Organic defects, brain lesions, and genetic abnormalities may all cause mental retardation. Increased sexual activity does not.
20. The answer is a. In the most common use of these terms, 89% of individuals with mental retardation are considered mildly retarded.

We suggest that you review this material again, and any relevant training material you may have, a week before the exam. Keep in mind that we expect that some of our questions are more difficult than most of the questions on the actual exam, so you shouldn't be concerned if you've missed some of the questions in this booklet.

Besides reviewing this booklet, and any relevant training material you have, we also suggest that you:

1. Go to the exam site early the day of the exam.
2. Come prepared to concentrate on the test. Put other concerns out of your mind and focus your attention on the test.
3. Bring a watch.
4. Take short, frequent rest breaks to stop the building cycle of tension during the exam.
5. Check and re-check all your answers.
6. Do not leave any answers blank, even if you have to guess. Unanswered questions will count against you.

We hope this booklet has been helpful. Good luck!

We would especially like to thank the Bureau of Staff Development and Training of the Office of Mental Retardation and Developmental Disabilities for their kind assistance in providing source materials for this booklet.

Answer Key

Concepts and Principles of Normalization for Mentally Retarded/Developmentally Disabled Individuals

- | | | | |
|------|-------|-------|-------|
| 1. c | 6. c | 11. a | 16. a |
| 2. b | 7. d | 12. d | 17. c |
| 3. a | 8. c | 13. a | 18. d |
| 4. b | 9. d | 14. b | 19. a |
| 5. a | 10. a | 15. d | 20. d |

Therapeutic Approaches Used with Mentally Retarded/Developmentally Disabled Individuals

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|------|-------|-------|-------|
| 1. a | 6. b | 11. d | 16. d |
| 2. d | 7. b | 12. b | 17. c |
| 3. b | 8. c | 13. a | 18. c |
| 4. d | 9. a | 14. b | 19. d |
| 5. a | 10. b | 15. d | 20. a |