

# HPD Standards of Conduct Class Practice Test (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

**Remember:** successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## **1. Start with a Diagnostic Review**

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## **2. Study in Short, Focused Sessions**

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## **3. Learn from the Explanations**

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## **4. Track Your Progress**

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## **5. Simulate the Real Exam**

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## **6. Repeat and Review**

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## Questions

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- 1. What is the minimum penalty for a Class A Violation?**
  - A. None**
  - B. 10 working days**
  - C. 5 working days**
  - D. Divisional Counseling**
  
- 2. Which class covers Solicitation of gifts, gratuities, fees, rewards, loans, etc?**
  - A. Class A**
  - B. Class C**
  - C. Class B**
  - D. Class D**
  
- 3. How should confidential information be handled?**
  - A. Share broadly to improve transparency.**
  - B. Share only with authorized personnel on a need-to-know basis; protect privacy and adhere to privacy laws and policy.**
  - C. Post on social media to show accountability.**
  - D. Share with friends outside of work.**
  
- 4. What should happen with body-worn camera footage regarding privacy and custody?**
  - A. Publicly disclose all footage upon request immediately**
  - B. Do not store footage to save space**
  - C. Delete footage after 24 hours**
  - D. Preserve footage, protect privacy, and maintain chain of custody.**
  
- 5. If an employee deposits unauthorized gifts, gratuities, etc., which class applies?**
  - A. Class A**
  - B. Class C**
  - C. Class B**
  - D. Class D**

- 6. Which class covers Relief?**
- A. Class C**
  - B. Class A**
  - C. Class B**
  - D. Class D**
- 7. What is the minimum penalty for a Class B Violation?**
- A. Divisional Counseling**
  - B. None**
  - C. 5 working days**
  - D. 1 working day**
- 8. Which abbreviation matches Class B in this list?**
- A. Gasp Pd**
  - B. Mt Twn Carved**
  - C. Fucc Room Ridics**
  - D. Acccrd Tr Tr Cs Cs**
- 9. What is the proper approach to handling evidence at a scene?**
- A. Secure and preserve the scene, prevent contamination, document handling steps, and maintain chain of custody.**
  - B. Move evidence to a different location for convenience.**
  - C. Allow witnesses to handle evidence without supervision.**
  - D. Photograph evidence but avoid logging handling steps.**
- 10. Which class covers Physical Abuse?**
- A. Class A**
  - B. Class C**
  - C. Class B**
  - D. Class D**

## Answers

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1. B
2. B
3. B
4. A
5. B
6. A
7. C
8. A
9. A
10. C

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## **Explanations**

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## 1. What is the minimum penalty for a Class A Violation?

- A. None
- B. 10 working days**
- C. 5 working days
- D. Divisional Counseling

Class A violations are treated as the most serious in the HPD Standards of Conduct framework, so there's a set minimum penalty to ensure a clear, firm consequence for the gravest misconduct. The minimum penalty for a Class A violation is ten working days. This establishes a baseline sanction you would expect at the outset of disciplinary action, with the possibility of a longer penalty if the situation warrants it. Five working days would be below the required minimum, so it doesn't fit a Class A case. Divisional Counseling is typically a lighter, counseling-focused remedy used for less severe issues or early-stage concerns, not the baseline punishment for a Class A breach. Saying there's no penalty would contradict the seriousness associated with Class A violations.

## 2. Which class covers Solicitation of gifts, gratuities, fees, rewards, loans, etc?

- A. Class A
- B. Class C**
- C. Class B
- D. Class D

Understanding how conduct standards categorize behavior helps you see why this type of act belongs in a specific class. Soliciting or accepting gifts, gratuities, fees, rewards, or loans hinges on the idea of improper inducement and a conflict of interest. When a professional seeks or takes benefits to influence how they practice or make decisions, it undermines integrity and fairness in the professional relationship. That focus on improper influence and financial incentives is what Class B is used to cover, making it the best fit. The other classes address different kinds of misconduct, such as issues related to licensure, patient safety, or basic professional competence, rather than the specific problem of soliciting or accepting improper gifts or rewards. So they don't align as directly with this scenario.

## 3. How should confidential information be handled?

- A. Share broadly to improve transparency.
- B. Share only with authorized personnel on a need-to-know basis; protect privacy and adhere to privacy laws and policy.**
- C. Post on social media to show accountability.
- D. Share with friends outside of work.

Handling confidential information means keeping it secure and accessible only to people who have a legitimate need to know. This requires sharing only with authorized personnel who need the information to perform their job, and following privacy laws and the organization's policies. When you limit access and use proper safeguards, you protect individuals' privacy, prevent data leaks, and reduce the risk of misuse. Sharing broadly, posting on social media, or giving information to friends outside of work clearly violates confidentiality and can lead to policy violations and legal consequences. So the best practice is to share only with authorized personnel on a need-to-know basis and to uphold privacy protections and applicable laws and policies.

**4. What should happen with body-worn camera footage regarding privacy and custody?**

- A. Publicly disclose all footage upon request immediately**
- B. Do not store footage to save space**
- C. Delete footage after 24 hours**
- D. Preserve footage, protect privacy, and maintain chain of custody.**

Handling body-worn camera footage is about preserving evidence while protecting privacy and maintaining integrity. The best approach is to preserve the footage, apply privacy protections (access controls and redactions as needed), and keep a clear chain of custody that records every step of storage, access, and any edits. This ensures the footage remains available for investigations and court proceedings, safeguards individuals' privacy, and proves the material hasn't been altered. Publicly disclosing all footage immediately ignores privacy rights and legal restrictions; it can compromise investigations and expose sensitive information. Not storing footage to save space risks losing critical evidence. Deleting footage after a short period destroys its evidentiary value and violates retention standards.

**5. If an employee deposits unauthorized gifts, gratuities, etc., which class applies?**

- A. Class A**
- B. Class C**
- C. Class B**
- D. Class D**

The situation focuses on improper handling of gifts and gratuities by an employee. When someone deposits unauthorized gifts, it directly involves accepting or benefiting from gifts in a way that can create a conflict of interest and erode trust in the workplace. This type of misconduct is categorized as Class B because it represents a breach of integrity tied to gifts and gratuities, but it's not the most severe level of misconduct. Classes higher than B would cover more serious offenses such as theft or fraud, while lower classes cover other, less directly tied policy violations. So the correct class for depositing unauthorized gifts is Class B.

**6. Which class covers Relief?**

- A. Class C**
- B. Class A**
- C. Class B**
- D. Class D**

Relief is addressed in the broad, foundational material because it deals with general provisions that apply across many situations. Class A covers the overarching rules and principles that set how relief from requirements or consequences is handled, making it the appropriate place to learn about relief in a consistent, baseline way. The other classes are designed for more specific topics, so they don't focus on relief in the same general sense.

## 7. What is the minimum penalty for a Class B Violation?

- A. Divisional Counseling
- B. None
- C. 5 working days**
- D. 1 working day

The essential point is how penalties are structured by violation level. Class B violations are mid-level, so they carry a formal suspension as part of the minimum consequence. Five working days is the smallest amount of time sanctioned for a Class B offense, reflecting its seriousness without reaching the top-tier penalties. Divisional Counseling is typically used for less severe issues and isn't the baseline for a Class B violation. A penalty of none would not meet the policy for a B-level offense, and one working day is below the mandated minimum. Thus, the smallest sanctioned penalty for a Class B violation is five working days.

## 8. Which abbreviation matches Class B in this list?

- A. Gasp Pd**
- B. Mt TwN Carved
- C. Fucc Room Ridics
- D. Acccrd Tr Tr Cs Cs

When you're matching an abbreviation to a class, look for a term that clearly maps to a familiar item or category in that class. The list uses compacted phrases that resemble real terms when vowels are omitted or spaces are placed differently. The abbreviation that reads as a gas-related term fits Class B because Class B typically covers items and operations involving gases or flammable liquids. The other garbled phrases don't resemble standard terms you'd associate with Class B, so they're unlikely matches. So the gas-related abbreviation is the best fit.

## 9. What is the proper approach to handling evidence at a scene?

- A. Secure and preserve the scene, prevent contamination, document handling steps, and maintain chain of custody.**
- B. Move evidence to a different location for convenience.
- C. Allow witnesses to handle evidence without supervision.
- D. Photograph evidence but avoid logging handling steps.

Handling evidence at a scene centers on preserving its integrity from the moment it's found to its presentation in court. The proper approach is to secure and preserve the scene, prevent contamination, document every handling step, and maintain the chain of custody. Securing the scene prevents changes and tampering, preserving contamination means the evidence stays in the condition it was found in, documenting handling steps creates a clear record of what was done and by whom, and maintaining chain of custody provides a continuous, verifiable trail that supports admissibility in legal proceedings. Moving evidence for convenience can alter or destroy its original state and breaks the chain of custody. Letting witnesses handle evidence without supervision risks contamination or misinterpretation. Photographing evidence without logging handling steps fails to establish who touched it and when, undermining trust in the evidence.

## 10. Which class covers Physical Abuse?

- A. Class A
- B. Class C
- C. Class B**
- D. Class D

This item tests how physical abuse is categorized within the class system used in HPD Standards of Conduct training. Physical abuse involves intentional harm to another person, so it's placed in a mid-range or middle-level class. This category captures more serious misconduct than non-physical or minor issues, but it isn't reserved for the most severe offenses (which typically involve aggravated factors like weapons or life-threatening harm). So the correct idea is that physical abuse belongs to the middle, mid-level class. For contrast, non-physical or less severe misconduct usually falls into lower classes, while the most severe, weapon-enabled or highly injurious actions go into higher classes.

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## Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://hpdstandardsofconductclass.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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