



D&S Diversified Technologies LLP

Headmaster LLP

HEADMASTER LLP

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Innovative, quality technology solutions
throughout the United States since 1985.

RN TEST OBSERVER: PLEASE SIGN AND RETURN THIS FORM (1504AZ) WITH YOUR TEST MATERIALS

**ARIZONA NURSING ASSISTANT – HEADMASTER/D&S DIVERSIFIED TECHNOLOGIES
OBSERVER EQUIPMENT LIST PRE-TEST INVENTORY CHECK LIST ARIZONA - FORM 1504AZ**

The testing site must have all of the equipment and supplies necessary for RN test observers to properly observe the candidate's demonstrations of any of the Arizona approved randomly selected, skill tasks. The RN observer is required to review all of the skill tests received prior to use and ensure that the proper test site equipment is available prior to testing. Please refer to and check off each item on the following list of required test equipment and supplies all needed for each test event to be successful.

Equipment Provided by Testing Site

- Isolation Gown (**both Velcro and Tie gowns are allowed**)
- Long term care bed without side rails, with working bed brakes (**beds that brakes are locked when bed is raised and beds that alarm sounds when brakes are on are not acceptable, brakes have to be able to be manually engaged**)
- Laundry receptacle (hamper)
- Bed pans – 1 Standard and 1 Fracture Pan
- Bedside stand
- Over bed stand
- Wheelchair with working brakes and removable footrests
- Hand Sanitizer
- Hand washing sink with warm running water, soap (liquid or foam), & paper towels (**must be no further than 30 second walk from skills area**) **NO RINSE SOAPS ARE NOT ALLOWED IN TESTING**
- Wash basins, emesis basin
- Output measurement container/graduate
- Wastebasket
- Wall clock – in knowledge test room and skills lab
- Call bell (doesn't have to be a working call bell)
- Gait belts/transfer belts
- Walker
- Gloves
- Food tray, plate, silverware
- Linens including: pillows, top linens, pillowcases, flat and fitted sheets, bath blanket, towels and wash cloths, water proof pad, blanket, resident's gown (**tie type, NO SNAPS**)
- Dentures, denture container and denture cleanser/cream
- Knee high anti-embolism elastic stocking
- Disposable Briefs & Plastic Bags (to dispose of soiled brief)
- Mannequin (anatomically correct – peri area for both female & male)
- Teaching – (bi-aural) stethoscope with BP cuff
- Working privacy curtain(s) (may not be portable screen)
- Electronic Blood Pressure Cuff (wrist models are not acceptable)
- Finger Pulse Oximeter

Additional Equipment Provided by RN Observer or Test Site

- Actor's toothbrush, toothpaste and paper cup
- #2 pencils for paper knowledge test administration
- Scratch paper
- Two (2) Basic calculators – one for knowledge test/one in skills test
- Official data recording forms - I&O pads (post it pads provided by Headmaster)
- Liquid, foam or bar soap (**no rinse soaps are not allowed**)
- Tissues, toilet paper
- Alcohol or alcohol pads
- Digital oral thermometer and sheaths for probe
- Two audible count-down timers (one for 15 minutes left warning and 1 for 40 minutes time up)
- Over sized button shirt/blouse, sweat pants, easy to put on non-skid slippers (NO SLIPPER SOCKS) and socks all fitting over actor's clothing
- Sample food items (un-opened single serve size container of applesauce, pudding etc.)
- Diet Card and napkins
- 2 Clear 240 ml glasses – 1 clear 120 ml juice glass (available from Headmaster)
- 1 Clear 240 cc glass for your Actor for Feeding Skill (a bendable straw is recommended to use with this skill)
- Hand Sanitizer
- **ORAL TEST ADMINISTRATION:** For paper tests, headphones to plug into the MP-3 player (MP-3 player sent with test fully charged). For electronic tests, headphones that can plug into the computer speakers are needed.
- Pre-measured "urine" fluid amounts in unmarked containers (hint: use yellow food coloring in water for bedpan and output)
- Watch with a second hand
- Brown crayon (marker) to mark soiled brief (one streak)
- Marker to date and initial disposable brief

FOR ELECTRONIC TEST SITES:

At least 4 Internet-connected computers in the knowledge test room (if password protected, this information would need to be given to Headmaster in advance of the test event)

1 Internet-connected computer in the skills lab (laptop that can be moved is preferable, but if a stationary computer, it needs to be in an area that the test observer can easily observe the skills demonstrations)

- **Any signage (posters) or displays in skill test room that may cue candidates on skill performance must be covered or removed on test days**

ROOM REQUIREMENTS:

- **Distraction & Interruption Free Skills Lab** - with all equipment and supplies listed available and in good working order
- **Distraction & Interruption Free Knowledge Test Room**
- **Holding or Waiting Area** – where candidates may wait to take the exam

RN Test Observers: Checking this box means I certify all the equipment and supplies listed herein, were in good working order and were available to be used during my test event, otherwise specifically list the defective or missing equipment/supplies here.

Please call HEADMASTER at 1-800-393-8664 if we can be of assistance.

RN Observer Affidavit:

I am an Arizona certified RN test observer and I provided secure, consistent, unbiased, testing oversight and administration during this test event.

Test Observer Signature: _____ Date: _____ / _____ / _____

Email: _____