



**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 insure 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 in lowest position 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 washing sink with warm running water, liquid soap, & paper towels (*sink must be within 30 second walk of skill room*)
- Wash basins, emesis basin
- Output measurement container/graduate
- Wastebasket
- Wall clocks in knowledge test and skill test rooms
- 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 & fitted sheets, bath blanket, towels & 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 female & male)
- Teaching (dual-head) – (bi-aural) stethoscope w/ BP cuff
- Working privacy curtain(s) (may not be portable screen)
- **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**

- Skill Lab (distraction and interruption free)
- Knowledge Test Room (distraction and interruption free)
- Holding Area: Identify room to be used \_\_\_\_\_

**RN TEST OBSERVER PROVIDED EQUIPMENT AND CONSUMABLES**  
*(or some items may be provided by 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 sheets - I&O pads (post it pads provided by Headmaster)
- Liquid 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 warning)
- 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 (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
- Extra plastic bags to dispose brief in (grocery bags are okay)

**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.

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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: \_\_\_\_\_