

Observers: print the candidate's name at the top of a candidate recording form for each candidate that needs one for his/her skill test. During the candidate's skill equipment demonstration have the candidate sign the form at the bottom and explain to the candidate that they should use it to record any measurements that they take during the skill test. Please keep the recording form on a small clipboard to prevent the candidate from putting it in their pocket and walking out of the test with it.

Collect the form only after the candidate leaves the skill test area.

Do not look at the form once the skill test begins.

Copy any candidate recordings onto the candidate's skill task observation form. Attach the signed recording sheet (sticky side of post-it note) to the white area on the back, bottom half, of the scan form before mailing it back or securely retain the signed recording sheet for three months before shredding if you are doing electronic testing. Image or scan (take a picture) of the recording forms when doing electronic testing and email to Headmaster when you submit the test for scoring.

PLEASE REQUEST MORE POST-IT STYLE RECORDING PADS FROM HEADMASTER WHEN NEEDED.



Candidate's Name: _____	
<small>PLEASE PRINT</small>	
TEMP: _____	PULSE: _____
RESP: _____	
BP: _____ / _____	PULSE OX: _____ %
HEIGHT: _____	WEIGHT: _____
GLASS 1: _____	FOOD INTAKE: _____ %
GLASS 2: _____	FLUID INTAKE: _____ ml
GLASS 3: _____	URINARY
Total Intake: _____ ml	OUTPUT: _____ ml
Candidate's Signature: _____	