

HEADMASTER TESTING SITE EQUIPMENT LIST and AFFIDAVIT:

The test site MUST include all of the materials necessary to properly administer any of the randomly selected skill tests. The Test Administrator/Proctor is required to review all of the skills tests they receive prior to administration and ensure all laboratory equipment is available and functioning prior to testing. Please refer to the following list for equipment requirements:

Skill Test Room Requirements

- Privacy curtain
- Long-term care bed
 - o **Optional moving side rails**
 - o Must have working brakes
 - o Must have height adjustment
- Bedside stand
- Over bed table
- Hand washing sink with running water
 - o Liquid soap
 - o Paper towels
 - o Wastebasket

Skill Test Equipment List

- Alcohol Swabs
- Antiembolic/Elastic Stocking
- Bar Soap
- Bedpans (two output measurement containers)
- Clothing Protector
- Bi-aural (teaching) Stethoscope
- Blood Pressure Cuff
- Call light—doesn't have to be a working call light
- Cane
- Catheter w/Tubing
- Chair
- Clothing items (various sizes)
 - o Resident Gown
 - o Resident Robe
 - o Slippers (non-skid socks)
 - o Shirt/Sweater
 - o **Correct brief size per facility instructions**
- Cups/glasses
 - o Two 8oz (Clear) (240cc/ml) drinking glasses
 - o One (Clear)4oz (120 cc/ml) juice glass
- Dentures with Denture Storage Container
- Disposable Isolation Gown & Gloves
- Disposable Peri-cloths
- Emesis Basin
- Food Items—Individual Servings of Applesauce/Pudding
- Food tray
 - o Napkin
 - o Plate
 - o Silverware
- Gait Belt/Transfer Belt
- Graduate—25cc increments
- Hair Brush, Hair Pick, Comb & Mirror
- Ice Scoop

- Linen Hamper
- Linens
 - o Bedspread
 - o Bath Blanket
 - o Blankets
 - o 1 Flat top Sheet
 - o 1 Fitted bottom Sheet
 - o Pillowcases
 - o Four Pillows
 - o Towels—Both Hand & Bath
 - o Under Pad/CHUX pad
 - o Washcloths
- Lotion
- Mannequin (anatomically correct) lower torso acceptable**
- Mechanical Lift**
- Marbles in an open basin labeled ICE
- Mouth Care Items
 - o Denture Brush
 - o Mouthwash
 - o Toothbrush and/or Toothettes
 - o Toothpaste
- Nail Care Items
 - o Nail file
 - o Nail clippers
 - o Nail Brush
- I & O Pads (Headmaster supplies with tests)
- Pencil
- Standard balance scale OR Analog floor scale
- Tissues
- Walker
- Water Pitcher
- Wheelchair
 - o Must have locking brakes

Written Test Requirements

- 12 #2 pencils
- A tape player/Walkman with stereo headphones OR headphones or sound card on WebEtest® computer. The Test Administrator must ensure that the tape player either has an AC adapter to plug into an available outlet, or has fresh batteries. (For Oral Test administration)

Please call HEADMASTER at 1-800-393-8664 if you have any questions.

SITE AFFIDAVIT: I hereby certify the facility listed below has the equipment listed herein and will make the equipment available to HEADMASTER certified RN Test Administrator/Proctor for the purpose of administering nurse aide written and skill tests to nurse aide candidates at our Site.

Facility Name: _____ Phone: (____) _____ - _____

Address: _____ City: _____ State: _____ Zip: _____

ADMINISTRATOR'S SIGNATURE: _____ Date: ____/____/____

Email address: _____