PHOTOGRAPHING OR VIDEOTAPING TEST EVENTS

As a certification test vendor, D&S Diversified Technologies LLP (D&SDT) - HEADMASTER LLP must ensure the security of knowledge and skill test items and our proprietary test delivery software.

Certification test events are expected to be conducted in a distraction free environment with a high degree of personal privacy. Photographing, videotaping, recording via security or surveillance cameras or any other device while any D&S-DT-HEADMASTER knowledge or skill testing is being conducted is expressly prohibited unless advance written permission has been granted by D&S-DT-HEADMASTER and ODH.

To host certification test events for test candidates, you agree that no electronic recording devices will be used to record sound or video of actual test candidates, test events or any part of test administration. You agree that to allow recording of certification testing events in progress without the express written consent of D&S-DT-HEADMASTER and ODH may result in the loss of your test site approval, training program approval and may subject you to prosecution by all affected parties to the full extent of the law.

I certify that our site is under no Ohio Department of Health sanctions and I have read, understood, and will abide by these guidelines.

Site Administrator Signature: __________________________________________ Date: ______/_____/_______

Contact Phone Number: ______________________ Fax #: ______________________

Print designated contact person’s name __________________________ Email: __________________________

OHIO STNA – D&S DIVERSIFIED TECHNOLOGIES/ HEADMASTER TESTING SITE AGREEMENT FORM 1502OH

(Facility Name: ______________________) This agreement MUST be accompanied by Test Site Equipment List Affidavit Form 1503OH and Required Photos

Facility Name: ______________________ Phone: (___ ) _________

Address: ___________________________ City: ________________ State: ______ Zip: __________

designed to be used by a D&S-DT-HEADMASTER certified, independently contracted, RN Observer for the purpose of administering Knowledge and Skill tests for at least eight candidates per day per Observer. The area(s) will be free from distractions for up to nine hours on testing days.

2. We will complete and mail, email, submit or fax this Test Site Agreement Form 1502OH and the Test Site Equipment List Affidavit Form 1503OH with pictures of the required rooms and equipment to D&S-DT-HEADMASTER.

3. We will agree to schedule test dates in advance with D&S-DT-HEADMASTER certified, independently contracted, RN Observers and/or schedule mutually agreed upon, site selected test dates as far in advance as possible, with D&S DT-HEADMASTER staff.

4. On testing days, we will allow an independently contracted RN Observer, their Actor, KTP, and test Candidates admittance to our approved Test Site. We will assume all liability for our Candidates tested in our facility because they are our employees or trainees.

5. We agree to unannounced visits by the Ohio Department of Health (ODH) and D&S-DT-HEADMASTER staff for the purpose of observing tests in progress to improve the testing process in Ohio.

As a FLEXIBLE Schedule Test Site

As a FIXED Schedule Test Site

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I certify that our site is under no Ohio Department of Health sanctions and I have read, understood, and will abide by these guidelines.

Site Administrator Signature: __________________________________________ Date: ______/_____/_______

Contact Phone Number: ______________________ Fax #: ______________________

Print designated contact person’s name __________________________ Email: __________________________

D&S DIVERSIFIED TECHNOLOGIES-HEADMASTER use ONLY: Site #: _____ Assigned on ___/___/___ by __________ Confirmation letter emailed or mailed: ___/___/___