

OHIO 2015 FALL / WINTER INSTRUCTOR NEWSLETTER

D & S DIVERSIFIED TECHNOLOGIES

INSTRUCTOR WORKSHOPS

October 2015

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What can I do to help my students pass their skills exam?



~Mock skills are highly recommended.~ Mock skills provides your students with the opportunity to experience all aspects of a normal testing day. On our web site at hdmaster.com click on Ohio STNA we have provided you with not only the exact skills that the testers are looking at on testing day but, also the I&O recording sheets as well as the actual "Skill Test Instructions" that the testers read to your students.

We provide you with the tools to assist your students with the actual materials that they will encounter on testing day, all you need to do is use them!! Another option you can do to assist your students in preparing for their skills exam is demonstrating all the skills including utilizing water for the skills that requires your student to use water. When practicing without and having them verbalize, unfortunately your students will get into a habit of verbalizing instead of actually performing those steps and they will not receive credit on their State test. **PRACTICE MAKES PERFECT!!!!!!** During our travels around Ohio re-certifying our testers, we still witness a lot of students just verbalizing and not actually demonstrating the steps, which as you know, they do not get credit for that step. So please make them practice demonstrating EVERY step.

Again, remember the mock skills on the web are the exact copies of your on-line training reports and the actual steps the testers use on testing day so when practicing utilize them for your students.

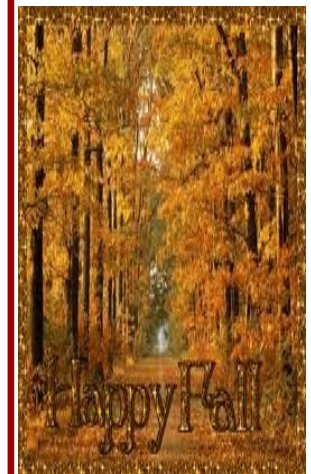
Wrapping up of workshops: We, here at D&S have currently completed, to date, 11 Instructor Workshops and 7 Interface Workshops. There are still a few upcoming Interface Workshops: Friday, November 6, 2015 at Penta County Career Center in Toledo Ohio beginning at 9 am; Friday November 13, 2015, Stark State College, Canton Ohio starting at 9 am; Saturday, November 21, 2015 in Ashtabula Ohio at Riverview Nurse Aide Academy with the start time at 9 am; and on December 2, 2015 at D&S Diversified Technologies beginning at 9 am.

To register for any of these Interface Workshops, the registration form is located on our website, under the Ohio STNA icon, and is found in the second column. Please print off and complete the form, and you may email or fax it to attention Karen or simply call her at 877-851-2355 for scheduling. These Interface Workshops will be the last ones we will be scheduling for the year.

*****TO REMAIN SHARP IN YOUR SKILLS, WE HIGHLY RECOMMEND
ATTENDING OUR WORKSHOPS!!!!*******

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INTERFACE WORKSHOPS



*Want to learn how to enter and schedule your own students? **SIGN UP TO ATTEND ONE OF OUR INTERFACE WORKSHOPS!** It's a quick easy way to get your students signed up for the State exam. If you don't want to schedule your students and you want them to have that responsibility, you will learn how to retrieve the instructions for the student's, by having access to their IDs and PINS so they may go on line and schedule their own tests. Another great thing is that you do not need to send in any paperwork. You will learn how to schedule your students on the web for a web exam 48 hrs before the exam. All paper test request will still require the candidate to be scheduled at least 10 business days before their first chosen test date.*

***WE HIGHLY RECOMMEND THAT YOU ATTEND
ONE OF THESE WORKSHOPS
IT WILL BENEFIT YOU AND YOUR STUDENTS!!!!***



NEW EVALUATOR WORKSHOP

We have new evaluators in the Cincinnati area! Watch for an up coming mailing with the new listing. For anyone that is interested in becoming a tester, a new evaluator workshop has been set for November 12, 2015, in Albany, Ohio. If you are interested in attending, please submit your resume to attention Jennifer Underwood, Director and she will be in contact with you.



TRIP AROUND OHIO

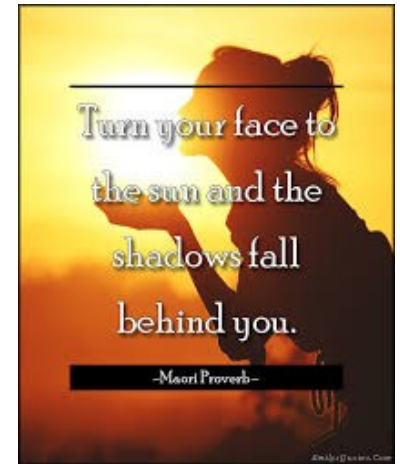
We are on the last six (6) weeks of completing our test observer direct evaluations. We have been in every quadrant of Ohio double checking our testers and watching our testers and watching your students test. Several concerns that we have witnessed during tester and testing team observations that we wanted to share with you:

1. During the skills of feeding and bedpan, students are still not using a wet washcloth to wash the residents hands. Remember, the step in the candidate handbook states “Washes/Assist to wash and dry hands with a wet washcloth and dry towel.” Remember your students need to wash or at least assist the resident to wash and dry their hands. Handing the wet washcloth then the dry towel to the resident does not give your student credit for that step. Reminder that this is for both feeding and bedpan skills.

2. The catheter skill in the candidate handbook version 13b, step 10 states “Uses soap and water to carefully wash in a circular motion around the drainage tube where it exits the urethra”. Students are only cleaning in a circular motion around the tube itself, NOT where it exits the urethra.

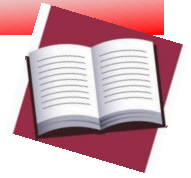
3. In abdominal thrust, students are forgetting steps 13 and 14. These are the last two steps in the skill.

4. In the positioning skill, the candidate “Positions Resident on side,” students are forgetting to do step 8 the 3 pulls; upper, middle and lower parts of the body.





RED CANDIDATE HANDBOOK



As many of you are aware, after the Ohio Health Department Review, a new version 13 candidate handbook went into place. In August we updated testing policies but no other changes so, when you receive your handbook orders, you will be receiving a copy of the version 13.5.

To clarify any misconceptions that are out there. Remember, the red candidate handbook is the building block for your students. *It's a basic foundation!* As an instructor you will teach your students far beyond what is in the candidate handbook. It's been stated for years, during the instructor workshops, the red candidate handbook is like building a house, it is "the foundation of introducing the skills to your students" and you will build/teach your students way beyond what is in the candidate handbook, you will build upon each of those skills while meeting all requirements of the Ohio curriculum.

GATEWAY - IMPORTANT

When entering your students into ODH Gateway, make sure you are using your students legal name as it appears on their Government Issued IDs. If the name and IDs do not match on testing day your student(s) will be turned away. Also, DO NOT make up social security numbers to put into ODH Gateway. You must have their social security number to enter into the system. Failing to do so will hold up your students scheduling for their test.

WEATHER CANCELLATIONS

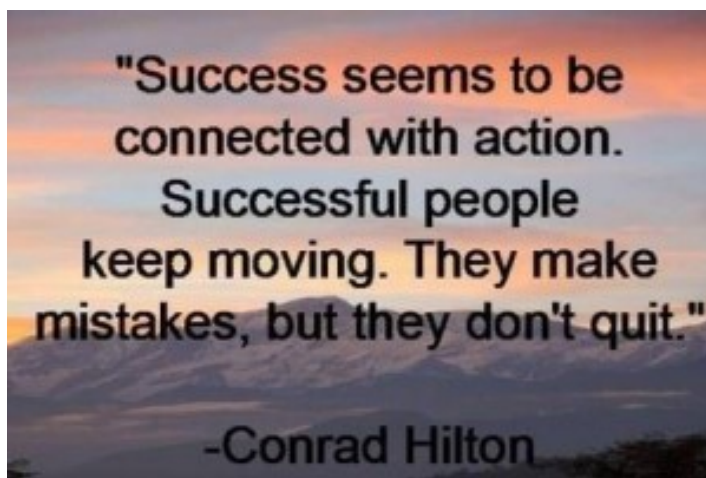


Once again we are slowly approaching that time of the year when the weather may interfere with testing days. Make sure your students are aware of your alternative dates so their testing can be completed as quickly as possible to alleviate any large delays in completing their testing. The policy for school districts are up to that district, all others are up to the snow emergency levels for the county in which the testing is located.



FEED BACK FROM TESTERS

1. **ID REQUIREMENTS FOR TESTING**, Please remind all students to make sure they are taking all the appropriate IDs to their testing. The State requires a non-expired government issued photo ID and their social security card. (see page 9 in the red candidate handbook) The names must match, so if the student had a name change, then they are required to bring with them a copy of the legal document such as a marriage certificate, divorce decree or any legal document and a copy of that will be sent to us with the testing material so that we can make the change in the D&S database. You are also required that if a student has a name change you will need to go to ODH Gateway and correct that information with the State. Remember it is the student/candidate's responsibility to bring a copy with them to testing, the testers do not have access to any devices to make copies on testing day.
2. Students continue to pretend or verbalize when doing their skills. Remind students that they actually need to perform the skill. They cannot pretend to use water if the skill requires water.
3. Clinical attire is full clinical attire. Scrub tops and bottoms! **NO** facility t-shirts will be accepted. Candidate will be considered a no show and forfeit testing fees if they do not show up in the proper clinical attire.





"Never be afraid to fall apart, because it is an opportunity to rebuild yourself the way you wish you had been all along."

Quotaday.com



PASS / FAIL RATES

Did you know that the Ohio written pass rate is 63%. Help your students pass their written test by:

On page 8 in the red candidate handbook gives you a complete breakdown of how your students 79 test questions is made up.

Use the vocabulary listing at the back of the candidate handbook, have your students know definitions of the words listed and have them write them down.

Create fun activities utilizing the 12 categories listed on page 8 of the candidate handbook.

Run the online reports, get feed back on frequently missed vocabulary terms.



The Ohio pass rate on skills is 74%. Help your students pass by their skills by:

Using water for water skills.

Don't pretend, practice makes perfect.

Use the mock skills that is provided for you on our website.

Use "skill test instructions" that is also listed on the web. It is the exact copy that testers use on testing day. Use during mock skills test so your students know what's expected of them.

Run on-line training reports for progress.



REPORTS FREQUENTLY FAILED STEPS

Abdominal Thrusts on Conscious Resident: -Brings resident to a standing position while calling for help –80%

Bedpan / Fracture Pan and Output 77% (overall)

*Washes/assists resident to wash and dry hands with wet wash cloth and dry towel. These are two separate steps and just handing the wash cloth and towel to the patient is not acceptable. The student must get the wash cloth wet and assist the resident. Then dry the patients hands with a dry towel. washing 80%; drying 79%

Catheter Care: -Uses soap and water to carefully wash in a circular motion around the drainage tube where it exits the urethra. –81% -Removes incontinence pad –75%

Denture Care: -Dries equipment –79%

Dressing a Resident: -Removes gown from unaffected side –82%

Feeding a Dependent Resident - again the washing and drying of the patients hands –75% and 73%

Nail Care One Hand: -Gently pushes cuticle back with WET wash cloth

Occupied Bed: -Makes mitered corners at the foot of the bed –76%

Positioning Resident on Side. 82% (overall)

*From the working side of bed - moves upper body toward self. – 81%

*From the working side of the bed - moves hips toward self. – 81%

*From the working side of the bed - moves legs toward self - 80%

Range of Motion Hip & Knee: –Positions resident supine (bed flat) and in good body alignment. –77%

Range of Motion One Shoulder: -Positions resident in supine (bed flat) and in good body alignment –76% Lowers bed –80%

Stand/Pivot/Transfer W/C to Bed using a Gait Belt: -Assists resident in removing non-skid footwear. –72%

TPR, Oral Digital 83% (overall)

- Provides for resident's privacy by pulling privacy curtain. –71%

Perineal Care Female 82% (overall)

*Rinses area from vagina to rectum –84%

Urinary Drainage Bag: -Lowers side rails –76%

*****Hand washing-**remind your students that they need to IMMEDIATELY DISCARD THEIR PAPER TOWELS. Students are either passing from one hand to the other, laying on sink top and getting another towel to turn faucet off then discarding both paper towels at the same time **which results in contamination** for your students.





REQUEST FROM D&S STAFF

1. When you have a student that is retraining and you are re-entering them into D&S system, please make sure you are calling in to have the old file removed. Do not enter the new information over the old. They must be entered in as a new student.
2. If you have been through our Interface workshop then please remember to provide your students with the self-scheduling instructions. This will give your students the ability to schedule themselves on the web.
3. When printing off your student's training certificates, please make sure you are double checking the date of completion in gateway with the date on the certificate. If they do not match, then please contact us here at D&S to correct it in our system. This will alleviate any delays in scheduling your students. Keep this as a rule of thumb, if you change it with ODH Gateway, you need to change it with us.
4. We are receiving numerous phone calls from students that state they were told by their instructors to call in and get scheduled via phone. We **DO NOT** schedule over the phone! Please advise your students they need to either fill out the application forms, provided to them in the center of our candidate handbook, or go to our web-site and schedule themselves. If they schedule on line you will need to provide them with the self-scheduling directions. Please advise them should they have any questions or concerns to give us a call but not for scheduling.
5. When your students are going to testing, remind them that once they have completed their testing, they must leave the building. They should not be sitting in the waiting area discussing the test with their classmates or other candidates.
6. Remember, if your student feels that there was an issue during testing, tell them to call us right away and then follow the dispute process as listed in the candidate handbook.
7. If you put a student in the system and you mark them graduated by mistake, you will need to put the information in writing by indicating their name, social security number, the reason for the change and submit it to us. Once we receive the information, we will then make the necessary adjustment to the student's file. Their information will remain on the web for two (2) years, but will not be allowed to schedule for testing until completed. D&S will not change a candidate's status to not graduated due to fees owed to the training facility.
8. If you or your students apply to use an ADA or an oral tape, and the student refuses the accommodations at testing, they will be required to sign off that they do not want to utilize the material that is given to them. This will prevent any issues on retaking the exam.

TRAINING TIPS FROM OTHER INSTRUCTORS

When training your students on the skills of:

- Transfer bed to wheelchair
- Transfer wheelchair to bed
- Ambulation with gait belt

Remember, the 3 L's lock, lock, lower (lock bed, lock wheelchair, lower bed)

For the skill of Ambulation with walker, remember the 2 L's lock, lock (lock wheelchair, lock bed)

STUDENT REQUIRED CLOTHING ATTIRE FOR TESTING



Many of the students are still arriving to testing location without wearing scrubs or they come with scrub bottoms and a facility t-shirt on. D&S requires full clinical attire! This requires your student to wear scrub tops and bottoms and closed toe shoes or clean tennis shoes, NO facility tee-shirts will be accepted. Please educate your students to the required attire that is expected at testing.

FINAL REMINDERS

Interface Workshops: 9 am - 12:30 pm

- ◆ November 6, 2015
**Penta County Career Center, Toledo, OH
- ◆ November 13, 2015
**Stark State College, Canton, OH
- ◆ November 21, 2015
**Riverview Nurse Aide Academy, Ashtabula, OH
- ◆ December 2, 2015
**D&S Diversified Technologies, Findlay, OH

New Evaluator Workshop:

- ◆ November 12, 2015 **Albany, OH - If interested, submit your resume and we will contact you with the exact location.





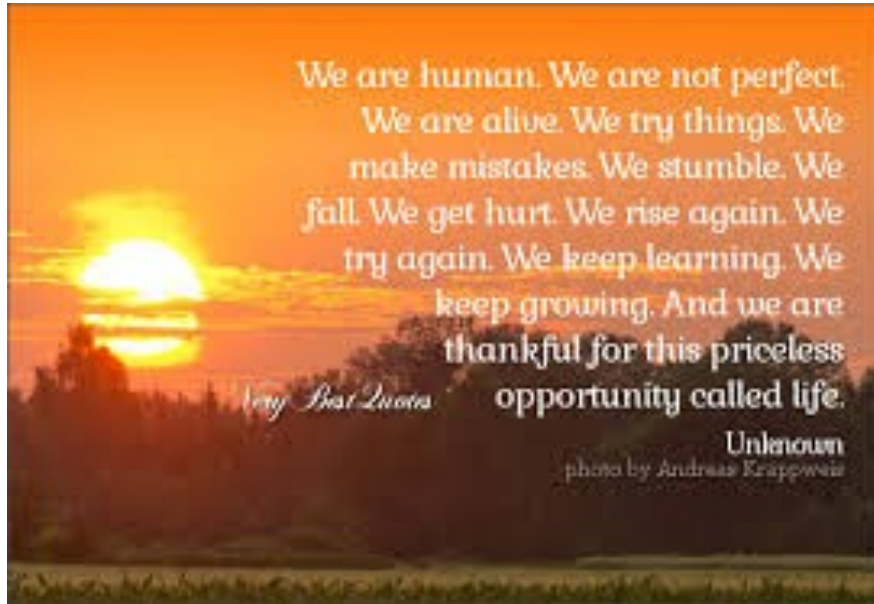
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**HAVE A GREAT DAY
THE D&S WAY**

