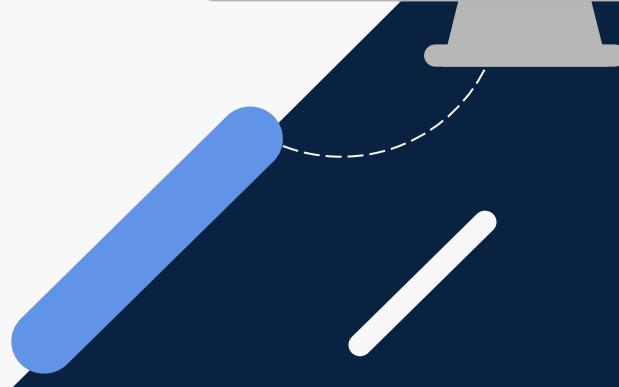# Arizona
Instructor Workshop
2026

Presented by:
D&SDT - HEADMASTER

Welcome!

The purpose of the Instructor Workshop is to provide Instructors with insight into the testing day so they can better prepare their candidates for their nurse aide exam.

Remember, testing is not all inclusive care, but a spot check on minimum competency for each task tested.

Candidates are less anxious when they are well prepared and familiar with the format, equipment used and what is being read to them during testing.

Take the tools and tips we give you in this workshop and use them in your labs and during mock testing as you prepare your candidates for their nurse aide competency exam.

IDENTIFICATION REQUIREMENTS

US GOVERNMENT-ISSUED, PHOTO-BEARING FORM OF IDENTIFICATION

Only original forms of identification are allowed. Photocopies, faxes, emails, screenshots, and electronic or digitally stored forms (for example, Apple or Google Wallet) of identification **will not be accepted**.

Examples of the forms of US government-issued, acceptable photo IDs are:

- Driver's License *(Arizona Driver's License must be issued after January 1, 1997)*
- State-issued Identification Card *(Arizona State ID must be issued after January 1, 1997)*
- US Passport
  - *Exception: A signed foreign passport with a US VISA is acceptable (the VISA does not have a signature).*
- US Passport Card
- Permanent Resident Card (Green Card or Alien Registration Card)/Employment-Work Authorization Card issued by the U.S. Citizenship and Immigration Services (USCIS) *(the new redesigned permanent resident card ISSUED from January 30, 2023, to the present day is acceptable. The old card, issued before January 1, 2023, is acceptable as long as it is not expired.)*
- Tribal Identification Card *(must contain a photo issued by a federally recognized Tribal Nation/Indian Tribe)*

The candidate's **FIRST** and **LAST** names on the sign-in sheet at testing ***must exactly match*** the
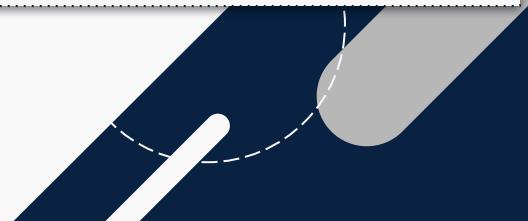**FIRST** and **LAST** names printed on their photo ID.

ADA – Accommodations Request

If a candidate has a qualified disability or limitation, they may request special accommodations for examination. Accommodations must be approved by D&SDT-HEADMASTER well in advance of the examination. The request for accommodations can be found by going to the Arizona main web page: www.hdmaster.com, under ADA Accommodation Form. Candidates will complete and submit the ADA Accommodation Form, including attaching the required documentation found on the form to be reviewed for accommodation.

ADA request forms submitted without supporting documentation of a diagnosed disability will not be accepted or reviewed.

Please allow 7-10 business days for the application to be reviewed and processed.
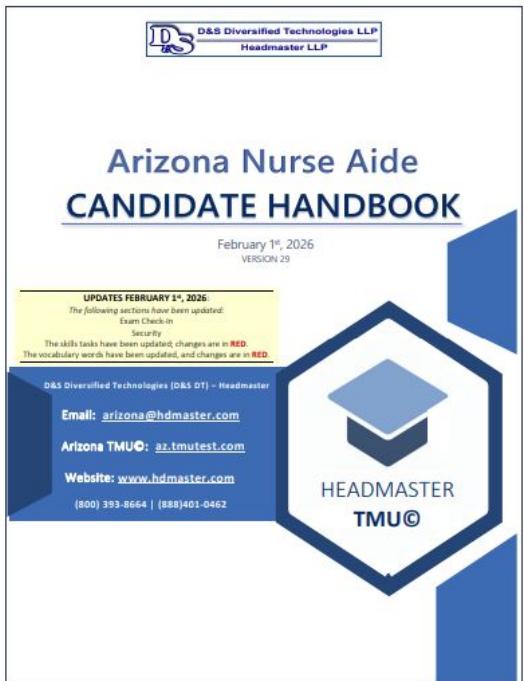
ADA Accommodation Form

Secrets to Successful Testing

Arizona Nurse Aide Candidate Handbook
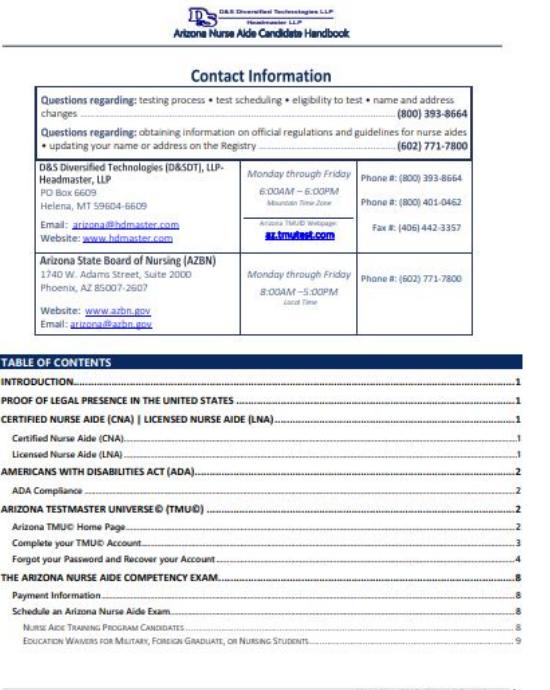
Important Items Covered in the Handbook:

- Knowledge Test Information and Content
- Manual Skills Listing
- Test Day & Testing Policies
- Reschedule / Refund / No Show Information
- Test Results
- Knowledge Test Vocabulary Words

MOCK TESTING

MOCK TESTING PROVIDES:

- Testing experience that may be encountered on test day

- Familiarity with procedures used during testing
  - ➢ Knowledge Exam and Skill Test Instructions

- Hands-on practice with the skill tasks

- Time management experience within the allotted 35 minute time frame

MOCK SKILLS

Ambulation with a Walker using a Gait Belt

(ASSISTING RESIDENT TO AMBULATE AT LEAST 10 STEPS WITH A WALKER USING A GAIT BELT)

	Greets resident by name.	

	Performs hand hygiene.
	   a. Covers all surfaces of hands with hand sanitizer.
	   b. Rubs hands together until hands are completely dry.	

	Introduces self by name.	
	Explains procedure to resident.	
	Locks bed brakes to ensure resident's safety.	
	Locks wheelchair brakes to ensure resident's safety.	
	Brings resident to sitting position.	
	Places gait belt around waist to stabilize trunk.	
	Tightens gait belt.	
	Checks gait belt by slipping fingers between gait belt and resident.	
	Assists resident to put on non-skid slippers/shoes. *(No non-skid socks)*	
	Ensures resident's feet are flat on the floor. *(If needed, may assist resident to scoot to the edge of the bed.)*	
	Positions walker in front of resident.	
	Assists resident to stand and ensures resident has stabilized walker.	
	Positions self behind and slightly to side of resident.	
	Ambulates resident at least 10 steps to the wheelchair.	
	Assists resident to turn and sit in wheelchair, using correct body mechanics.	
	Removes gait belt.	

	Performs hand hygiene.
	   a. Covers all surfaces of hands with hand sanitizer.
	   b. Rubs hands together until hands are completely dry.	

	Places resident within easy reach of the call light or signaling device and water.	
	Maintains respectful, courteous interpersonal interactions at all times.	

Arizona Mock Skills

For Testing Effective: December 1, 2023

Test Results Feedback

FEEDBACK PROVIDED ON TEST RESULTS:

❖ Vocabulary words to study for the Knowledge exam

❖ Skill steps missed on the Skill Tasks

❖ Encourage candidates to call D&SDT for assistance understanding their test results so they may have a successful retake

Test Review Process

The purpose of the review process is to ensure fairness and accuracy in the evaluation of a candidate's test. Candidates may request a review of their test results or dispute any other testing condition.

There is a $25 non-refundable test review deposit fee. Test Review Requests must be received **within three (3) business days** from the official scoring of a candidate's test (excluding Saturdays, Sundays, and holidays).

We recommend that candidates call D&SDT-HEADMASTER and discuss the test outcome they are questioning before committing to sending the $25 test review request deposit fee. Once they have further details about the scoring of their test, they will often understand the scoring process and learn how to better prepare themself for subsequent exam attempts.

Since one qualification for certification as a nurse aide in Arizona is demonstrated by examination of minimum nurse aide knowledge and skills, the likely outcome of a review will determine who pays for any re-tests that may be granted.
- If, after investigation, the review finding is in the candidate's favor, they will be refunded the $25 test review deposit.
- If the finding of the review is *not in the candidate's favor*, the $25 test review deposit will stand, and the fee is non–refundable.

TEST REVIEW REQUEST AND PAYMENT FORM - $25.00

This application is to request a review of your test results or dispute any other condition of your testing that you think altered the outcome of your test. You must submit the $25 non-refundable test review fee and a detailed explanation with this Test Review Request. We recommend calling D&SDT-HEADMASTER staff for a test results consultation before submitting this form with your test review fee. NOTE: Please refer to the Candidate Handbook 'Test Review Requests' section.

Waiver Student

Apply

Become a Test Site

BENEFITS OF BECOMING A TEST SITE FOR YOUR CANDIDATES:

Candidates testing where they trained helps decrease anxiety due to familiarity with the

- Location
- Set-up of the room
- Equipment

Test Sites

TEST SITE AGREEMENT APPLICATION

Test Site Agreement Form
(Referenced in the Test Site Agreement Application)

TEST SITE EQUIPMENT LIST

TEST SITE

This application is for Facilities who would like to become approved Test Sites.

Apply

Test Site Requirements

ARIZONA NURSE AIDE
TEST SITE EQUIPMENT LIST

FOR TEST SITES: To be approved, a testing site must have all the materials listed for Testing Sites. Please refer to the following list for equipment and supplies required at the test site or brought by the RN Test Observer.

FOR RN TEST OBSERVERS: Your role is crucial. To remain certified and active, you are responsible for inspecting test sites before starting each test event. Your task is to ensure that the test site equipment listed herein is available and in good working order. If not, you will report missing or inoperable test site equipment by listing it under the test irregularities in the test event before submitting your test event observations for scoring. You will carry at least the minimum equipment/supplies listed on the Additional Equipment Normally Provided by RN Observers to each test event you choose to oversee.

EQUIPMENT/SUPPLIES PROVIDED BY TESTING SITE

- At least three Internet-connected computers, laptops, or tablets in the Knowledge Test room *and/or* provide Internet access (WiFi) for RN Test Observer-provided tablets or laptops.
- Reliable Internet-connected computer, laptop, or tablet in the Skill Test room *and/or* Internet access (WiFi) access for RN Test Observer provided laptop or tablet.
- Hand washing sink with warm running water, soap, and paper towels *(paper towel dispenser should be an automatic advancing or pull-out type, not one that requires a bar or lever to be touched to advance paper towels)*. **The sink must be no further than a 30-second walk from the skills demonstration area.**
- Long-term care bed(s) with working bed brakes, bed controls, and side rails *(Beds with brakes that are locked when the bed is raised (legs stay down) and beds that sound an alarm when the brakes are not locked are not acceptable. Brakes have to be manually engaged. All movable portions must raise and lower.)*
- Manikin – *(full body anatomically correct – with peri area for female and male)*
- Working privacy curtain(s) *(Foldable or portable screens are not allowed.)*
- Bedside stand
- Overbed table
- Wastebasket(s)
- Laundry receptacle(s) (hamper)
- Hand sanitizer(s)
- Disposable gloves in assorted sizes
- Toilet or commode *(if toilet is not available in skills lab)*
- Wall clocks – in the knowledge test room and skills lab *(skills lab clock must have a second-hand and easily visible)*
- Call light or signaling device *(doesn't have to be a working signaling device)*
- Wheelchair with working brakes and removable footrests *(footrests are removed for testing)*
- Walker
- Chair(s)

- Fracture Pan
- Linens including clean washcloths, towels, bath blankets, waterproof pads, residents' gowns *(tie type, no snaps)*, blankets or bedspreads, pillows, pillowcases, flat and fitted sheets
- Isolation gowns *(can be reusable cloth or disposable gowns; tie closure, Velcro closure, or slip-over-the-head gowns)*
- Catheter with tubing
- Urinary drainage bag with tubing
- Output measurement container/graduate
- Washbasins
- Emesis basins
- Soap *–PERI-WASH AND NO-RINSE SOAPS ARE NOT ALLOWED*
- Food tray and disposable spoons
- Gait belts/transfer belts
- Teaching (binaural) stethoscope with BP cuffs
- Disposable adult briefs and plastic bags
- Dentures *(one plate, upper or lower only for testing)*, denture container, denture brush, and cleanser

ROOM REQUIREMENTS

- **Distraction and Interruption Free Skills Lab** – with all equipment and supplies listed available and in good working order.
  - For test days, any signage (posters) or displays that may cue candidates must be covered or removed.
  - If the skills lab and/or knowledge test room has any interior windows (i.e., on the door), they would need to be covered (blinds/etc.) during testing.
- **Distraction and Interruption Free Knowledge Test Room**
- **Holding or Waiting Area** – where candidates may wait to take the exam
  - If testing rooms are in different buildings (i.e., a campus), the testing rooms must be within a reasonable, short walking distance of each other.

NOTE: *The knowledge and skill test areas must be separate, completely enclosed spaces (doors at all entrances and floor-to-ceiling walls) to minimize noise and distractions.*

Due to test security, active cameras or video devices are prohibited in the skills lab or knowledge test room!

ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY RN TEST OBSERVER
(or may be provided by the test site)

- RN Test Observer may provide their own laptop or tablet for skill testing and three tablets or laptops for knowledge testing *(mobile tester)*
- Pens/pencils for recordings
- Scratch paper
- Four basic calculators – three in the knowledge test/and one in the skills test area
- Official data recording forms *(available on D&SDT-Headmaster's Arizona webpage)*
- Small clipboard to place the recording form on
- Knee-high elastic stocking that will fit your actor, along with the stocking reference sheet *(provided in testing kit from D&SDT-Headmaster)*
- Non-skid shoes or slippers for your actor *(easy to put on)*
- Over-sized button-up shirt, sweat pants/shorts, and socks *(that will easily fit over the actor's clothing)*
- Sample food items *(single-serve size containers of applesauce, pudding, etc.)*
- Diet card *(provided in testing kit from D&SDT-Headmaster)*, disposable spoons, napkins, bendable straws
- One clear 240ml glass and one clear 120ml juice glass for the Feeding task *(provided in testing kit from D&SDT-Headmaster)*
- Actor's toothbrush, toothpaste, and disposable cups
- Toothettes or swabs
- Soap *(liquid, foam, or bar)* *(PERI-WASH AND NO RINSE SOAPS ARE NOT ALLOWED)*
- Tissue/Toilet Paper

- Alcohol wipes/pads or antiseptic wipes
- Marker/pen to date and initial the disposable brief
- Small travel clock or a basic watch with a second hand
- **AUDIO KNOWLEDGE TEST ADMINISTRATION:** Disposable wired headphones or earbuds that can plug into the computer speaker jack *(Amazon sells disposable ones – Bluetooth-connected devices are not allowed)*
- Pre-measured "urine" fluid amounts in unmarked containers *(hint: use yellow food coloring in water)*
- Two audible countdown timers or a multiple timer that does not tick out loud *(one for 15 minutes left warning and one for 35 minutes up)* or use the countdown timer on the TMU© Observer screen

RECOMMENDED ADDITIONAL ITEMS TO CARRY IN TESTING KIT

- Washcloths and towels that you know are clean to be used during the Bed Bath task on your actor
- Gait/Transfer belt you know will fit your actor
- A syringe to easily fill the drainage bag with pre-measured fake 'urine'
- Extra soap – *PERI-WASH AND NO RINSE SOAPS ARE NOT ALLOWED*
- Extra tissue/toilet paper
- Extra audible countdown timers in case a set doesn't work or batteries are dead
- Extra single-serve food items for the Feeding task
- Back up hand sanitizer(s)
- Other small items you can use as backups to salvage a test event when something breaks or is missing, etc.

Test sites and RN Test Observers may mutually agree to a different mix of equipment distribution, depending on agreement with the test site. Please call D&SDT-HEADMASTER at (800) 393-8664 if we can assist regarding any of these issues.

TEST SITE AFFIDAVIT:
We will certify on the Arizona Nurse Aide TMU© Test Site Application that our Test Site has the equipment listed herein and will make the equipment available to certified RN Test Observers for the purpose of administering nurse aide knowledge and skill tests to nurse aide candidates at our test site for the days we have scheduled test events in TMU©.

RN TEST OBSERVER/TASE AFFIDAVIT:
RN Test Observers-TASEs will attest on the Arizona TMU© RN Test Observer|Test Administration Services Entity (TASE) Application that they will provide at least the equipment and supplies listed under **ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY RN TEST OBSERVER** for the purpose of administering nurse aide knowledge and skill tests to nurse aide candidates that they have committed their team to test events for any test dates created in TMU©.

Key Points about Regional Test Sites

❖ **<u>Accessibility</u>:** Regional Test Sites enhance testing accessibility for the local population by simplifying access and reducing travel needs.

❖ **<u>Community Involvement</u>:** Hosting nurse aide testing events allows your facility to enhance its mission of serving the local community. As a Regional Test Site, you can demonstrate your commitment to community involvement and support.

❖ **<u>Highlight your Organization</u>:** This highlights your facility and available programs, such as nursing programs, etc. that support nurse aide candidates' career advancement or career opportunities within your organization.
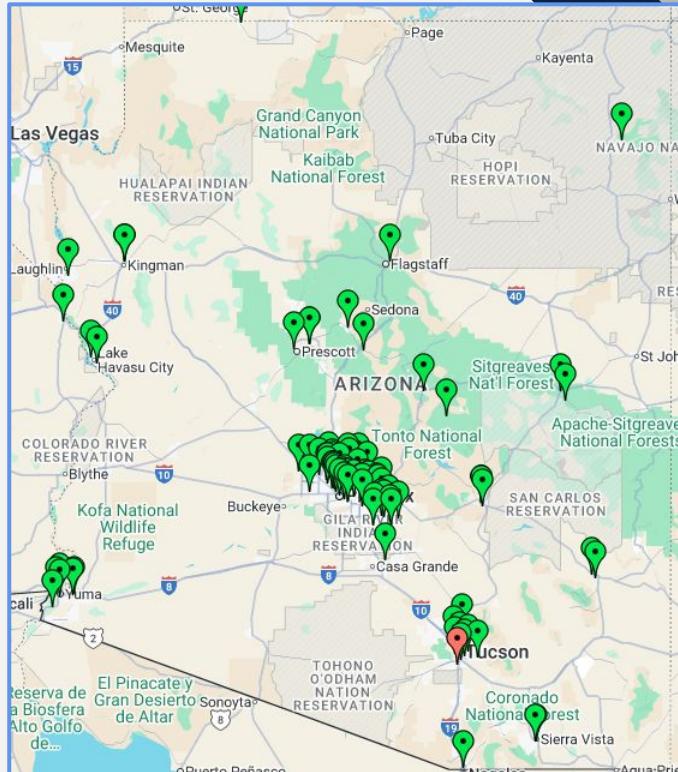
KNOWLEDGE EXAM
What to Expect

TMU© Knowledge Exam Instructions

These instructions are to be placed in the common area so **all** candidates have an opportunity to read them before going into the knowledge exam area.

A laminated copy is to be placed by each knowledge test station so the candidate may refer back to these directions during their knowledge exam.

You are not allowed to leave the knowledge testing area/room until you are finished with your knowledge exam. Please remember to use the restroom before entering the testing rooms if needed.

Cell phones, smart watches, fitness monitors, Bluetooth-connected devices, or any other electronic devices (tablet, laptop, iPod, etc.) **MUST BE TURNED OFF** and are not allowed to be used or near or on your person (in pockets, on wrist, etc.) during testing. All personal belongings need to be placed in the designated area inside the testing room. Devices and personal belongings must be collected when you leave the test area after completing an exam component.

Anyone using an unapproved electronic device (texting/Google searching/etc.) or any other form of cheating during testing will be asked to leave the test site, will forfeit all testing fees, will have their test scored as a failed test attempt and will be reported to their training program, and the Arizona Board of Nursing (AZBN).

The Knowledge Test Proctor (KTP) will ask you if you have any questions before your Knowledge Exam is started.

The questions will be presented to you, one at a time, on the computer screen. You will have a maximum of **60 minutes** to select answers A, B, C, or D for each of the questions. The KTP will announce when there are 15 minutes remaining.

- If needed, you may do math calculations on scratch paper provided to you by the KTP. If you need a calculator, please quietly alert the Knowledge Test Proctor; one will be provided.
  - *Any scratch paper and/or provided calculator must be left with the KTP when done testing.*
- Foreign language word-for-word translation dictionaries (either paper format or electronic), translating devices or non-approved language translators *are not allowed.*
- If you have requested (and paid for) an AUDIO version of the Knowledge Exam, only the first 63 questions will be read orally, the remaining 12 questions will have to be answered without oral assistance to assess English reading comprehension.
  - **Note:** *If you have requested and paid for an Audio version of the Knowledge Exam, you will need to have <u>wired</u> headphones/earbuds (Bluetooth-connected devices are not allowed) that plug into the computer.*

If you have any issues with the computer, please quietly alert the Knowledge Test Proctor (KTP).

When you believe you are finished with your exam, double-check all your answers. Then, quietly alert the KTP that you are finished. The KTP **MUST COME TO YOU**, ensure all questions are answered, and then log you out of the exam.

> ## DO NOT PRESS THE 'End Exam' BUTTON AT ANY TIME!
> *The KTP must assist you with ending the test.*

Once the test is ended, the KTP will collect all testing materials and direct you to your next area. All testing materials must remain in the test area at all times.

Pick up any of your personal belongings as you exit the room quietly.

CANDIDATE'S VIEW

TMU ARIZONA

📋 Tests   💡 Trainings   💲 Billing   📥 Downloads   ⚙️ Profile

🛒   BEST

Test Pending

You have a pending **Nurse Aide Knowledge Exam**

Prepare to Test

Welcome, BEST!

Testing

Your Profile

Start Your Knowledge Test

Verify Your Information

✓ Please verify that you are the person whose information is below **AND** that it is correct before beginning the test

Name	BEST STUDENT
Email	beststudent@email.com
Birthdate	01/01/2000
Address	1000 Student Road Student,
Start Code *	Enter start code to test

Given to you by the test's Observer

⊙ Go Back, Edit Information   ⊘ Information Correct, Begin Test

The RN Test Observer/KTP will provide the START CODE to the Candidate.

If all information is correct, the Candidate will enter the provided START CODE and click 'Information Correct, Begin Test'.

If the information is not correct, click 'Go Back, Edit Information'.

Candidates can see their time remaining as they work through the exam.

When END TEST is clicked, if there are any questions remaining, the screen will flag them and they can go back to answer them.

When done with their exam, they will click the box next to 'I understand, finish my test' and then click 'I Want To End This Test'.

Finish Test   ×

Are you sure you want to end this test?

WARNING!

You have some questions **without answers**! *Are you sure you want to end this test?*

By checking the box below and clicking the 'I Want To End This Test' button you acknowledge that you are **finished taking this test** and that you **cannot** go back.

☐ **I understand, finish my test**

← Back to Test   I Want To End This Test
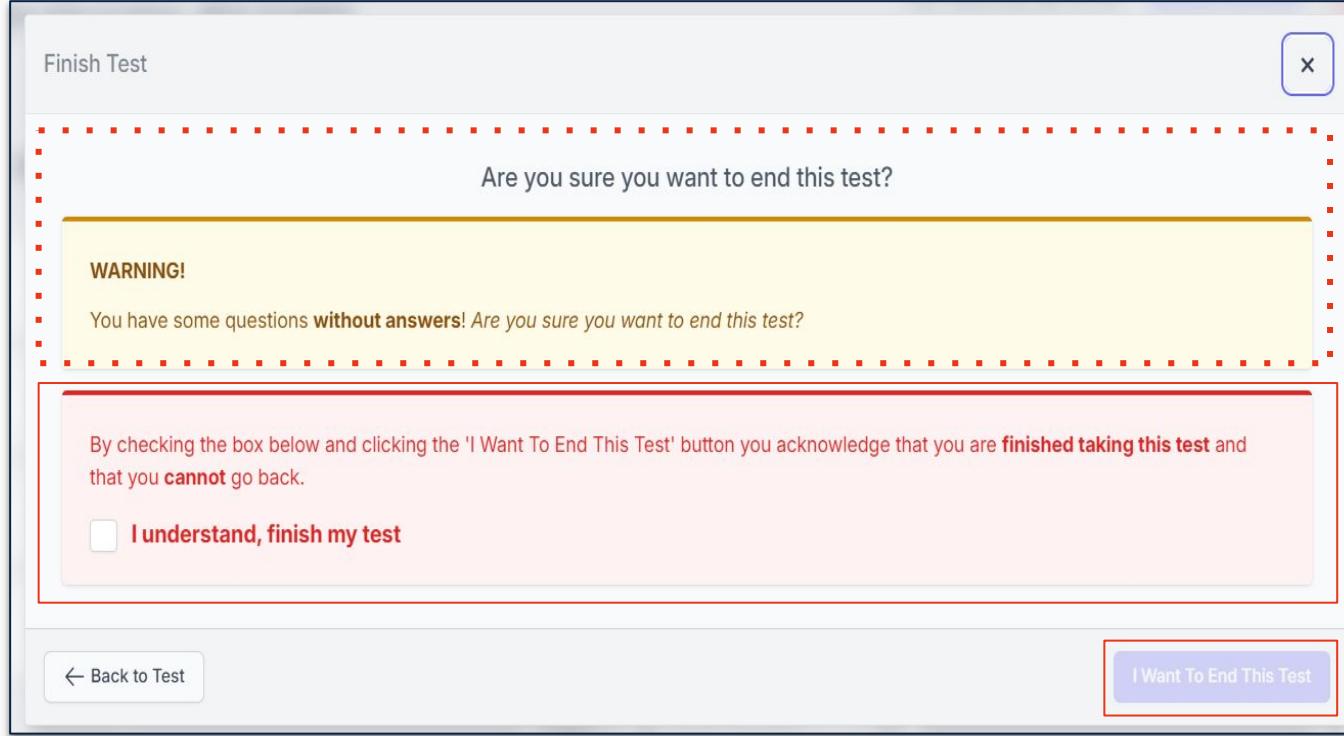
Home > Tests

Your Tests

Once submitted, the candidate will see this screen.

ⓘ   Your answers have been submitted. Please check back later to see your results.   ✕

SKILL TEST
What to Expect

Skill Test Instructions

These instructions are to be placed in the waiting/sign-in area so all candidates have an opportunity to read these instructions before going to the skill test portion of their exam.

You are not allowed to leave the skill testing area/room until you are finished with your skill test. If needed, please remember to use the restroom before entering the testing rooms.

Cell phones, smart watches, fitness monitors, Bluetooth-connected devices, or any other electronic devices (tablet, laptop, iPod, etc.) **MUST BE TURNED OFF** and are not allowed to be used or near or on your person (in pockets, on wrist, etc.) during testing. All personal belongings need to be placed in the designated area inside the testing room. Devices and personal belongings must be collected when you leave the test area after completing an exam component.

Anyone using an unapproved electronic device (texting/Google searching/etc.) or any other form of cheating during testing will be asked to leave the test site, will forfeit all testing fees, will have their test scored as a failed test attempt and will be reported to their training program, and the Arizona Board of Nursing (AZBN).

WELCOME TO YOUR SKILL TEST

The RN Test Observer (TO) does not decide whether or not you pass or fail. The TO only observes and records the steps they see you demonstrate. D&SDT-HEADMASTER staff scores your test when the TO submits it for scoring.

- The first thing the TO will do when you enter the skill test area is show you the designated area to place your personal belongings, cell phone (turned off), etc.

- Then the TO will show you where the relaxation area is located.

- You will be asked to show your ID as a double check to ensure the TO has your personalized skill test.

- The TO will sit beside you and ask you if you have any questions about these instructions.

- The next thing the TO will do is tell you the tasks you will demonstrate.

- Then the TO will show you the location of the supplies you will need for your tasks and will demonstrate the equipment you will use for your assigned tasks. You will have an opportunity to ask the TO any questions you may have during the equipment demonstration.

- The TO will read your first scenario to you and will start the timers when you begin your first demonstration.

- You will have **35 minutes** to complete your assigned skill tasks.

- Each of your skill tasks has a scenario. The TO will read **one scenario at a time** to you. As soon as you understand the scenario, please actually perform and demonstrate the task.

- At the beginning of your first task, you may use hand sanitizer.

- **When appropriate, toward the end of your first task, you must actually correctly wash your hands with soap and water.**

- During the demonstration of your other tasks, when appropriate, you may use hand sanitizer instead of actually washing your hands with soap and water.

- Steps **that are only verbalized** _do not count_.

- At any time, before you run out of time, you may:
  - Ask the TO to **reread** any scenario.
  - Correct any step on any task you believe you did incorrectly.
    - * To make a correction, you must tell the TO the specific task and what step(s) you will **re-demonstrate**.

- You may use any equipment necessary. You may move equipment as needed to accomplish your tasks.

- When finished with each task, verbally tell the TO you are finished and return to the relaxation area.

- Two timers will be set when you begin your skill test. The first timer will sound when 15 minutes remain, and the second timer will sound when all 35 minutes have elapsed.

- The Test Observer will read your first scenario to you and will start the timers when you begin your first demonstration.

Skill Test - What to Expect

❖ RELAXATION AREA

❖ EQUIPMENT / SUPPLIES DEMONSTRATION

❖ READING THE TASKS THE CANDIDATE WILL BE DEMONSTRATING

❖ ASKING THE CANDIDATE IF THEY HAVE ANY QUESTIONS

❖ READING THE FIRST SCENARIO

❖ TIMER STARTS

Relaxation Area

Fracture pans are the only bedpan approved for testing
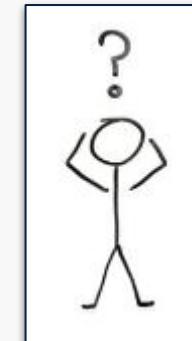
Equipment/Supplies Demonstration

Every candidate, whether they trained at the site they are testing at or not, will get the same consistent, complete equipment and supplies demonstration.

- The equipment and supplies demonstration is the time for the candidate to become familiar with the items they will be using for their assigned tasks

  - Candidates can ask for items needed if they are used in testing. *Example: If there is only one basin on the supplies table and the candidate uses two, the candidate just needs to ask the RN Test Observer for another basin, and one will be placed on the table.*
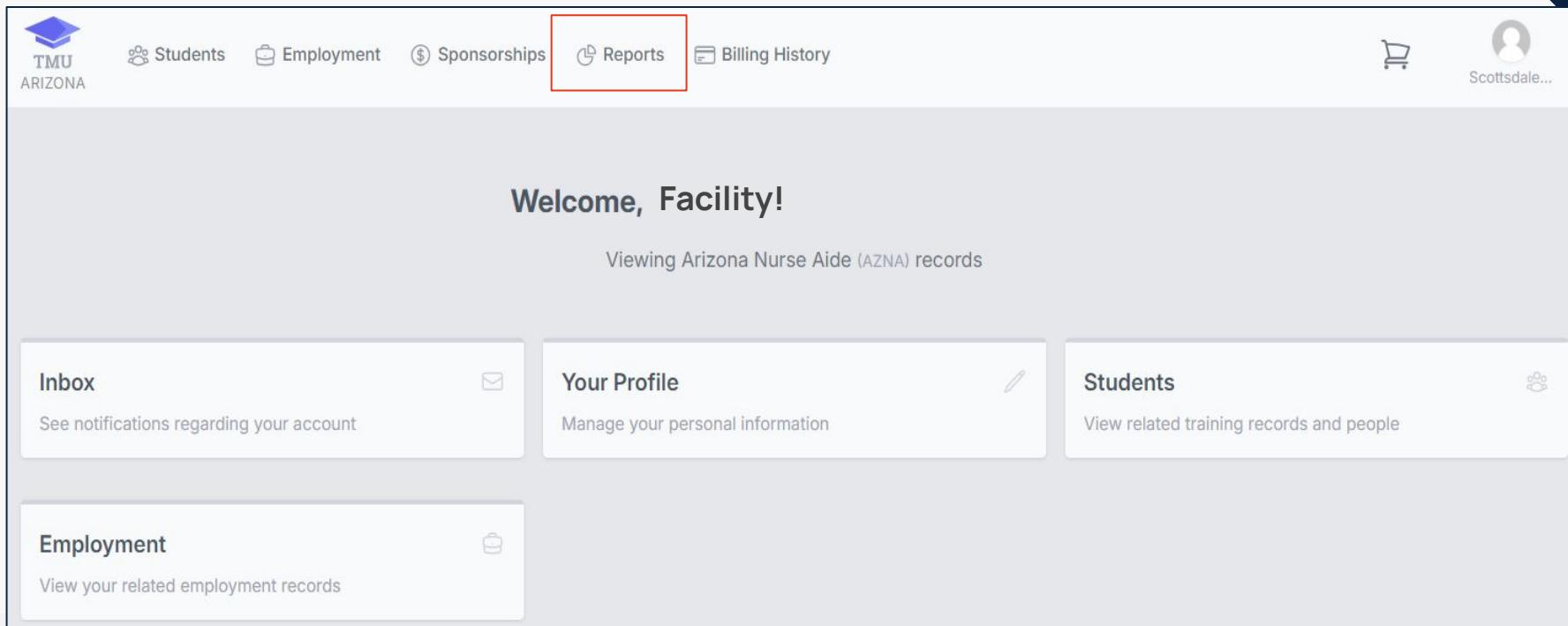
Training Program Reports

Facility Log In

Events & Facilities
Information about test events

No Show
List of tests marked as No Show

VIEW

Testing
Information on knowledge and skill tests that have been taken

Knowledge Detail
Pass rates per subject and list of most often missed vocabulary words

VIEW

Pass / Fail
Details test results of students and where they trained

VIEW

Retake Summary
Details pass rates for an exam on a given try *(1,2,3, etc...)*

VIEW

Skill Detail
Pass rates for skill tasks and individual steps in those tasks

VIEW

Testing Trends
Totals and pass rates per month for trainings and exams

VIEW

Trainings
Information on trainings and locations

Attrition Rate - Training Programs
Details about trainings and count of reasons for not completing them grouped by Training Program

VIEW

Attrition Rate - Instructors
Details about trainings and count of reasons for not completing them grouped by Instructor

VIEW

Training to Testing Interim
Shows length of time from training completion to first test

VIEW

Facility Reports

Knowledge Exam Details

PASSED	SUBJECT
82%	Basic Nursing Skills
81%	Care Impaired
81%	Communication
83%	Data Collection
73%	Disease Process
83%	Infection Control
80%	Mental Health
74%	Older Adult Growth and Development
79%	Personal Care
84%	Resident Rights
81%	Role / Responsibility
79%	Safety

Missed Vocabulary Words

MISSED	VOCAB
65%	needles (681), antibacterial (681)
63%	thickened liquids (725)
62%	sharps container (717)
61%	massage (1469)
60%	terminology (750)
58%	angina (718)
55%	unconscious (719)
51%	osteoarthritis (680)
49%	unethical behavior (709), developmental disability (1434)
48%	cold application (719)
47%	Maslow (746), validation therapy (716)
44%	catheter care (750), bed cradle (722)
43%	safety and security need (749), ombudsman (1398)
42%	shaving (1431), types of care (683)
41%	aphasia (2867)
37%	warm and cold application (750), diet (2116), elopement (1423)
36%	disrespectful treatment (749), pulse oximetry (1434), accountable (709)
35%	OBRA (1458), oral care (2178), sterile (724)
34%	coronary artery disease (709), pressure injury (3562), nursing assistant's role (1392), sputum (681), validation (1406), digestive system (725)
33%	aging (6414)
32%	sleep (750), nutrition (1469), emotional stress (708), death & dying (681), infection (724), elastic stockings (723)
31%	disease process (3602)
30%	Sitz bath (1391)
29%	orthopnea (750), misconduct (717), apical (722)
28%	dyspnea (749)
27%	rights (2897), personal stress (749), basic needs (2203), open-ended questions (749), foot drop (719), inter-generational care (1396), positioning (682), hepatitis B (682)
26%	unaffected (750), isolation (2195), privacy (2140), systemic infection (709)
25%	mouth care (2879), activities (719), data collection (2125)
24%	fire (2165), body mechanics (2870), localized infection (707), behavior (1441), respiration (719)
23%	restraints (2884), choking (2188), contracture (1437), subjective data (725)
22%	basic nutrition (749), pulse (1473), dying (1391), living will (719), cleaning spills (726), spills (726), shearing (726)

21%	accidents (1458), I&O (719), continuity (719), transfers (2168), violent behavior (724)
20%	smoking (1458), reporting (2939), ambulation (3481), hearing impaired (707), gloves (2118), appropriate response (681)
19%	nosocomial (2180), falls (2140), resident independence (748), spiritual needs (709), skin (2849), wheelchair safety (1444), certification renewal (682), disoriented (683)
18%	resident's environment (1467), edema (709)
17%	oxygen (2864), stress (747), feeding (2185), in-house transfer (750), bathing (4258), urinary System (709), self-esteem (680), Clostridium Difficile (C-diff) (682), heart rates (725)
16%	communication (13590), vision change (748), TED hose (748), sundowning (2100), misappropriation (708), standard precautions (2791)
15%	resident rights (3583), acute (683), neglect (683), basic nursing skills (1365)
14%	blood pressure (3685), hemiplegia (2151), geriatrics (725)
13%	grieving process (750), substance abuse (749), admission (1416), confused resident (5718), subjective (716), clarification (682), Parkinson's (723), hearing aid (1448)
12%	infection control (4304), constipation (1469), pain (750), orientation (1433), abductor wedge (709), droplets (709), tympanic (716), phantom pain (726)
11%	diastolic (748), vital signs (2842), Alzheimer's (2115), chemical restraints (1433), heart muscle (717), chain of command (1408), alternating pressure mattress (683), denture care (725), CVA (722)
10%	abduction (709), hand hygiene (683), incident reports (681), soiled linen (726), mental illness (725), diabetes (725)
9%	adaptive (750), dementia (2191), abdominal thrust (1469), perineal care (1431), life-threatening (749), dehydration (1391), fluid imbalance (718), blindness (716), intake and output (681), lateral position (682), weight (1405)
8%	stethoscope (750), microorganism (1426), dressing (2147), dysphagia (1391), integumentary system (708), weighing (708), prosthesis (709), documentation (2083), personal care (680), safety (726)
7%	pathogen (2181), transmission (1467), water faucets (750), paralysis (2139), passive ROM (708), threatening resident (709)
6%	range of motion (3576), seizure (749), ethics (1466), breathing (1388), responding to resident behavior (709), hand washing (2148), HIPAA (2148), abuse (1392), job description (707), depression (1404), responsibility (683), foreskin (723), emergency situation (724)
5%	bed bath (2110), stockings (719), beliefs (681)

4%	reposition (750), supine (1472), dining room (750), resident's chart (750), Foley catheter (708)
3%	hoarding (749), sanitizer (750), personal protective equipment (709), restorative care (1400), interpersonal skills (719), comatose resident (726), passive (725)
2%	gait belt (709), emergency response (683), sexual needs (725), urinary problems (726)
1%	scope of practice (682)
0%	oxygen concentrator (750), hair care (750), incontinence (718), urinary catheter (724)

Pass / Fail Report: Detailed test results of students and where they trained

DATE RANGE	Sample Training Program	INSTRUCTORS	CERTIFICATION
01/01/2024 - 08/31/2024		2	Certified Nurse Aide

ARIZONA CERTIFIED NURSE AIDE - KNOWLEDGE			ARIZONA CERTIFIED NURSE AIDE - SKILL				
RECORDS	PASS	VARIANCE	RECORDS	PASS	VARIANCE	TOTAL STUDENTS	OVERALL PASS
89	62.92%	-12.38%	80	82.50%	-0.12%	78	79.49%
3850	75.30%	Variance from the statewide pass rate.	3666	82.62%		3380	84.35%

NAME	CERTIFICATION	TRAINING COMPLETED	TEST DATE	STATUS	EXAM
Student 1		04/13/2024	05/16/2024	Passed	Skill Arizona Certified Nurse Aide
		04/13/2024	04/26/2024	Failed	Skill Arizona Certified Nurse Aide
		04/13/2024	04/26/2024	Passed	Knowledge Arizona Certified Nurse Aide
Student 2		10/25/2022	06/21/2024	Passed	Knowledge Arizona Certified Nurse Aide
Student 3		03/18/2023	06/21/2024	Passed	Skill Arizona Certified Nurse Aide

Retake Summary: Detailed pass rates for an exam on any given try (1,2,3)

KNOWLEDGE EXAM

Retake Summary

DATE RANGE	Sample Training Program	INSTRUCTORS	EXAM
01/01/2024 - 08/31/2024		2	Arizona Certified Nurse Aide

TRAINING PROGRAMS	FIRST	PASS %	SECOND	PASS %	THIRD	PASS %
Instructor A	64	73.44%	13	53.85%	11	9.09%
INSTRUCTOR, DEFAULT	-	-	1	100.00%	-	-
Totals	64	73.44%	14	57.14%	11	9.09%

SKILL TEST

Retake Summary

DATE RANGE	Sample Training Program	2	SKILLEXAM
01/01/2024 - 08/31/2024			Arizona Certified Nurse Aide

TRAINING PROGRAMS	FIRST	PASS %	SECOND	PASS %	THIRD	PASS %
Instructor A	64	82.81%	10	70.00%	5	100.00%
INSTRUCTOR, DEFAULT	-	-	-	-	1	100.00%
Totals	64	82.81%	10	70.00%	6	100.00%

Report Parameters

01/01/2024 to 08/31/2024	Arizona Certified Nurse Aide	All Facilities	All Instructors
Date Range	SkillExam	Training Program	Instructor

Search skilltasks — Press '/' to focus — Go — 19 found — Select All — Per page 100 — 2 Filters — Actions

TITLE ⌃	TESTED	PASSING	VARIANCE	
Ambulating Resident with a Walker using a Gait Belt	15	100.00%	4.42%	Step Details
Applying an Anti-embolic Stocking to One Leg	9	88.89%	-7.43%	Step Details
Bed Bath: Face and One Arm, Hand and Axilla	12	100.00%	4.28%	Step Details
Catheter Care-Emptying a Urinary Drainage Bag w/Hand Washing	21	100.00%	5.6%	Step Details
Denture Care - Cleaning Upper or Lower Denture	10	100.00%	0.84%	Step Details
Donn an Isolation Gown & Gloves-Assist Resident with Bedpan-Measure & Record Output w/Hand Washing	17	94.12%	-1.55%	Step Details
Dressing a Bedridden Resident w/an Affected (weak) Side	15	93.33%	-1.55%	Step Details
Feeding a Dependent Resident	15	86.67%	1.49%	Step Details
Making an Occupied Bed	10	90.00%	-7.69%	Step Details
Mouth Care - Brushing a Resident's Teeth	14	100.00%	4.28%	Step Details
Mouth Care for a Comatose Resident	4	100.00%	6.85%	Step Details
Perineal Care for a Female Resident	27	100.00%	1.76%	Step Details
Perineal Care for a Male Resident-Change Soiled Brief w/Hand Washing	15	93.33%	-5.83%	Step Details
Position Resident on their Side in Bed	17	100.00%	3.1%	Step Details
Range of Motion Exercise for Resident's Hip and Knee	7	100.00%	7.97%	Step Details
Range of Motion for Resident's Shoulder	10	100.00%	6.32%	Step Details
Vital Signs: Take and Record Pulse & Respirations then Pivot Transfer from Bed to Wheelchair	9	55.56%	-23.27%	Step Details
Vital Signs: Take and Record Pulse & Respirations then Pivot Transfer from Wheelchair to Bed	9	77.78%	-4.53%	Step Details
Vital Signs: Taking and Recording Resident's Manual Blood Pressure	17	88.24%	4.43%	Step Details

Skill Test Detail By Task:

Pass rates for skill tasks and individual steps in those tasks

Ambulating Resident with a Walker using a Gait Belt Steps 📄
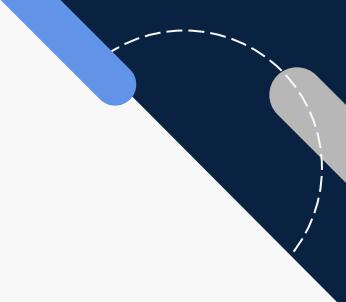
#	KEY	STEP	PASSING
1		Performs hand hygiene. (Covers all surfaces of hands with hand sanitizer. Rubs hands together until hands are completely dry.)	93.33%
2		Greets resident by name.	100.00%
3		Introduces self by name to resident.	80.00%
4		Explains the procedure to resident.	100.00%
5	🔑	Ensures resident's safety – locks bed brakes.	100.00%
6	🔑	Ensures resident's safety – locks wheelchair brakes.	100.00%
7		Brings resident to a sitting position.	100.00%
8		Places gait belt around resident, below the rib cage and above their waist, to stabilize trunk.	100.00%
9		Tightens gait belt.	100.00%
10		Checks gait belt by slipping fingers between gait belt and resident.	100.00%
11		Assists resident in putting on non-skid slippers or shoes. (NOTE: non-skid socks are not allowed.)	100.00%
12		Ensures resident's feet are flat on the floor when sitting on the edge of the bed. (NOTE: Look for candidate to adjust the bed height or has the resident shift forward to edge of bed.)	86.67%
13		Positions walker in front of the resident.	100.00%
14		Assists resident to stand.	100.00%
15		Ensures resident has stabilized walker.	100.00%
16		Positions self behind and slightly to side of resident.	100.00%
17		Ambulates resident at least 10 steps to wheelchair.	100.00%
18		Assists resident to turn and sit in the wheelchair.	100.00%
19		Used correct body mechanics while sitting resident in wheelchair.	100.00%
20		Removes gait belt.	100.00%
21		Performs hand hygiene. (Covers all surfaces of hands with hand sanitizer. Rubs hands together until hands are completely dry.)	93.33%
22		Places resident within easy reach of the call light or signaling device.	100.00%
23		Places resident within easy reach of the water.	100.00%
24		Maintains respectful, courteous interpersonal interactions at all times.	100.00%

Skill Test Detail By Task Step:
After clicking step details

Testing Trends

Knowledge Exam: Totals and pass rates per month for trainings and exams

Arizona Certified Nurse Aide Knowledge

| MONTH	PASS	FAIL	NO SHOW	TOTAL
Mar 2024	9 (64.29%)	5 (35.71%)	0 (0.00%)	14
Apr 2024	7 (70.00%)	3 (30.00%)	0 (0.00%)	10
May 2024	3 (50.00%)	3 (50.00%)	0 (0.00%)	6
Jun 2024	9 (60.00%)	6 (40.00%)	0 (0.00%)	15
Jul 2024	6 (60.00%)	2 (20.00%)	2 (20.00%)	10
Aug 2024	9 (69.23%)	4 (30.77%)	0 (0.00%)	13

Testing Trends

Skill Test: Totals and pass rates per month for trainings and exams

Arizona Certified Nurse Aide Skill

MONTH	PASS	FAIL	NO SHOW	TOTAL
Mar 2024	12 (85.71%)	2 (14.29%)	0 (0.00%)	14
Apr 2024	6 (85.71%)	1 (14.29%)	0 (0.00%)	7
May 2024	4 (80.00%)	1 (20.00%)	0 (0.00%)	5
Jun 2024	12 (85.71%)	1 (7.14%)	1 (7.14%)	14
Jul 2024	7 (87.50%)	0 (0.00%)	1 (12.50%)	8
Aug 2024	10 (90.91%)	1 (9.09%)	0 (0.00%)	11

Candidate Exit Survey

Arizona Exit Survey

Arizona Nurse Aide

Test Date and Location *

Short answer text
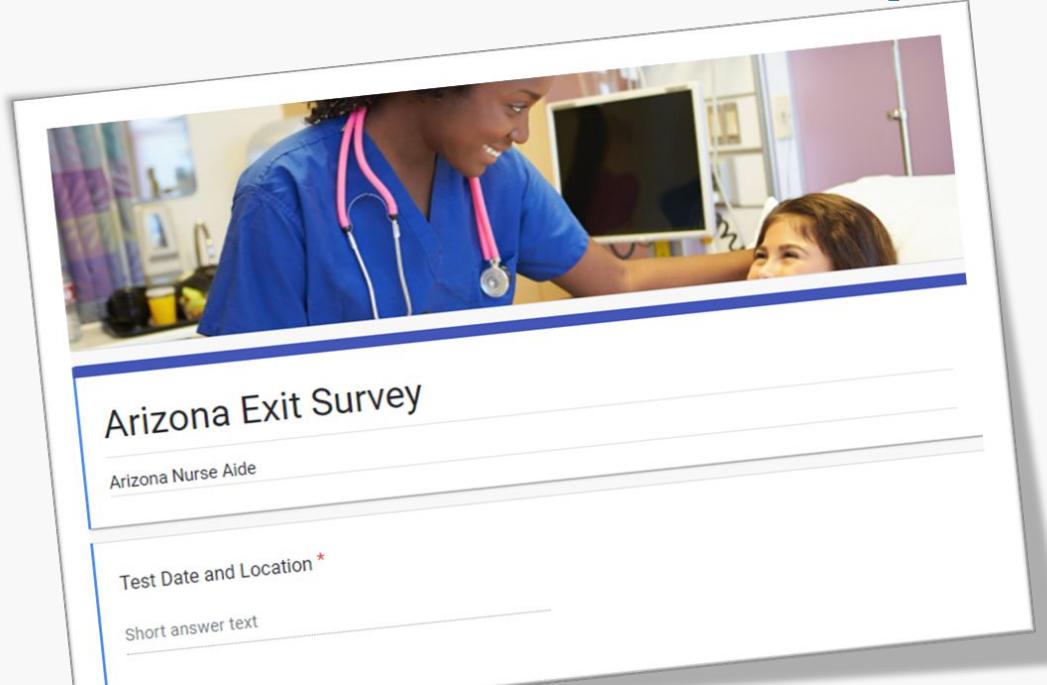
Honest feedback by candidates on the Exit Survey is greatly appreciated.

❖ Candidates will have the opportunity to complete an Exit Survey when the receive their test results on-line in their TMU© account.

❖ These surveys are confidential and only viewed by D&SDT-Headmaster and AZBN staff.

Skills Task Review