

OREGON INSTRUCTOR WORKSHOP

Presented: October 2023

For Testing Effective: November 1, 2023

PRESENTED BY D&S DIVERSIFIED TECHNOLOGIES – HEADMASTER, LLP

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

Updates to Testing

Effective 11-1-2023

Knowledge Exam

UPDATES TO TESTING EFFECTIVE 11-1-2023

CHANGE TO THE NURSE AIDE TEST PLAN # OF QUESTIONS

NURSE AIDE TEST PLAN

BASIC NURSING SKILLS: *increase* from 6 to 10 questions

CARE IMPAIRED: *decrease* from 5 to 2 questions

CLIENT RIGHTS: *increase* from 5 to 8 questions

COMMUNICATIONS: *decrease* from 14 to 8 questions

DATA COLLECTION: *increase* from 7 to 9 questions

DISEASE PROCESS: *decrease* from 4 to 3 questions

GROWTH & DEVELOPMENT: *has been removed*

INFECTION CONTROL: *increase* from 5 to 10 questions

PERSONAL CARE: *increase* from 11 to 12 questions

ROLE & RESPONSIBILITY: *increased* from 7 to 8 questions

SAFETY: *decrease* from 8 to 4 questions

| SUBJECT AREA | NUMBER OF QUESTIONS |
|---|---------------------|
| Basic Nursing Skills | 6 10 ↑ |
| Care Impaired | 5 2 ↓ |
| Client Rights | 5 8 ↑ |
| Communication | 14 8 ↓ |
| Data Collection | 7 9 ↑ |
| Disease Process | 4 3 ↓ |
| Growth & Development Across the Ages | 2 |
| Infection Control | 5 10 ↑ |
| Mental Health | 6 |
| Personal Care | 11 12 ↑ |
| Role and Responsibility | 7 8 ↑ |
| Safety | 8 4 ↓ |

THE NURSE AIDE TEST RETAINS 80 QUESTIONS.

UPDATES TO TESTING EFFECTIVE 9-25-2023

CHANGE TO THE MEDICATION AIDE TEST PLAN # QUESTIONS

MEDICATION AIDE TEST PLAN

AUTHORIZED DUTIES/REGULATIONS: *decrease* from 14 to 9 questions

DOCUMENTATION/TERMINOLOGY: *increase* from 7 to 10 questions

ERROR REPORTING/ROLES AND RESPONSIBILITIES: *decrease* from 16 to 10 questions

MEDICATION ADMINISTRATION/CLIENT RIGHTS: *decrease* from 25 to 18 questions

MEDICATION EFFECTS: *decrease* from 18 to 13 questions

THE MEDICATION AIDE TEST DECREASED FROM 80 TO 60 QUESTIONS

| SUBJECT AREA | NUMBER OF QUESTIONS |
|---|---------------------|
| Authorized Duties / Regulations | 14 9 |
| Documentation / Terminology | 7 10 |
| Error Reporting / Role and Responsibilities | 16 10 |
| Medication Administration / Client Rights | 25 18 |
| Medication Effects | 18 13 |

Updates to Testing

Effective 11-1-2023

Skills Exam

UPDATES TO TESTING EFFECTIVE 11-1-2023

HAND WASHING FOR THE MANDATORY TASKS

The step of “Turn off the faucet with a second (last) clean dry paper towel” *will be replaced with:*

“Turn off the faucet with a paper towel”

The step of “Do not recontaminate hands at any time during the hand washing procedure. (Note: Such as touching sides of the sink during the procedure, crumpling up the paper towel used to turn off the faucet with both hands before discarding or turning off the faucet with a paper towel used to dry hands, etc.)” *will be replaced with:*

“Do not recontaminate hands at any time during the hand washing procedure. (Note: Such as touching sides of sink or faucet during the procedure, crumpling up the paper towel used to turn off the faucet with both hands before discarding, etc.)”

UPDATES TO TESTING EFFECTIVE 11-1-2023

ALL SKILL TASKS LISTED BELOW ARE BEING REMOVED FROM TESTING

- APPLYING AN ANTI-EMBOLISM ELASTIC STOCKING (ONE LEG)
- AMBULATION OF A CLIENT USING A GAIT BELT
- ASSISTING A DEPENDENT CLIENT WITH A MEAL IN A CHAIR
- DENTURE CARE FOR A DEPENDENT CLIENT
- FINGERNAIL CARE FOR CLIENT (ONE HAND)
- FOOT CARE FOR CLIENT (ONE FOOT)
- MAKING A CLIENT'S OCCUPIED BED
- MEASURE AND RECORD ORAL FLUID INTAKE AT MEALTIME
- MOUTH CARE FOR A COMATOSE CLIENT
- TAKING AND RECORDING ORAL TEMPERATURE, PULSE OXYGEN, AND ELECTRONIC BLOOD PRESSURE
- TAKING AND RECORDING A RADIAL PULSE AND RESPIRATIONS
- TRANSFER FROM BED TO WHEELCHAIR

UPDATES TO TESTING EFFECTIVE 11-1-2023

ASSISTING A CLIENT TO USE A BEDPAN WITH HAND WASHING

(One of the possible mandatory tasks)

The step of “Leave tissue within reach of the client” will be *removed*

The step of “Provide hand hygiene for the client. (Candidate may provide a wet washcloth, -or- hand sanitizer, -or- a disposable wipe to provide hand hygiene for the client.)” will be *removed*

UPDATES TO TESTING EFFECTIVE 11-1-2023

ASSISTING A DEPENDENT CLIENT WITH A MEAL IN BED

Will have two cups (a 1-120ml and a 1-240ml)

Both cups will be full.

The step of “Provide hand hygiene for the client **BEFORE** assisting with meal. (Candidate may provide a wet washcloth, -hand sanitizer, -or- a disposable wipe to provide hand hygiene for the client.)” will be *removed*

The step of “Place soiled linen in the hamper.”: will be removed

UPDATES TO TESTING EFFECTIVE 11-1-2023

BED BATH (PARTIAL – FACE, ARM, HAND AND ARMPIT)

The step of “Remove client's gown without exposing client. (right/left side)” will be replaced with:

Removes client's gown

UPDATES TO TESTING EFFECTIVE 11-1-2023

CATHETER CARE FOR A MALE CLIENT

WITH HAND WASHING

(One of the possible mandatory tasks)

The “**Fill the basin with comfortably warm water**” *step will be added after the step of*

“Provides privacy - pull curtain”

The “**Rinse basin, return basin to storage**” *step will be added after the step of*

“Replace the top cover over the client.”

UPDATES TO TESTING EFFECTIVE 11-1-2023

PERINEAL CARE FOR A MALE CLIENT, CHANGING A SOILED BRIEF WITH HAND WASHING

(One of the possible mandatory tasks)

The step of “Ties the trash bag” *will be removed*

The step of “Remove soiled brief from front to back” *will be replaced with:*

“Rolls the front of the soiled brief tucking under the scrotum”

UPDATES TO TESTING EFFECTIVE 11-1-2023

PERINEAL CARE FOR A MALE CLIENT, CHANGING A SOILED BRIEF WITH HAND WASHING

CONTINUED

(One of the possible mandatory tasks)

The “Remove soiled brief from front to back” and the “Dispose of a soiled brief by placing brief in the trash can” steps will be moved to after the “Pat dry” step

The “Apply brief” step will be swapped with the “Position client (manikin) on their back” step

UPDATES TO TESTING EFFECTIVE 11-1-2023

RANGE OF MOTION (ROM) FOR CLIENT'S LOWER EXTREMITIES (HIP AND KNEE)

The step of “Position client supine” *will be removed*

RANGE OF MOTION (ROM) FOR CLIENT'S UPPER EXTREMITIES (ONE SHOULDER)

The step of “Position client on their back” *will be removed*

UPDATES TO TESTING EFFECTIVE 11-1-2023

RE-POSITION CLIENT ON THEIR SIDE IN BED

SETUP CHANGE: Change in the actor setup from ‘actor in the center of the bed’ to:

‘The actor is off to the right/left side of the bed.’

*The following steps will all be **removed**:*

“From the working side of the bed – move the upper body toward self”

“From the working side of the bed – move hips toward self”

“From the working side of the bed - move legs toward self”

UPDATES TO TESTING EFFECTIVE 11-1-2023

TAKING AND RECORDING CLIENT'S BLOOD PRESSURE (ONE-STEP PROCEDURE)

will be replaced with

TAKING AND RECORDING CLIENT'S BLOOD PRESSURE AND PULSE OXIMETRY

The “Provides for privacy - pull curtain” step
will be *removed*

UPDATES TO TESTING EFFECTIVE 11-1-2023

TAKING AND RECORDING TEMPORAL TEMPERATURE (USING A TEMPORAL CONTACT SLIDE THERMOMETER), RADIAL PULSE AND RESPIRATIONS

WILL BE REPLACED WITH

TAKING AND RECORDING CLIENT'S TEMPERATURE (USING A TOUCHLESS INFRARED THERMOMETER), RADIAL PULSE, AND RESPIRATIONS

The “Correctly turn on the touchless infrared temporal thermometer” *step will be replaced with:*

“Ensure the touchless infrared thermometer is turned on”

UPDATES TO TESTING EFFECTIVE 11-1-2023

TAKING AND RECORDING TEMPERATURE (TOUCHLESS INFRARED THERMOMETER), RADIAL PULSE AND RESPIRATIONS

CONTINUED

The “Place the sensor head at the center of the forehead” *step will be replaced with:*

“Point the thermometer at the end of the person’s eyebrow.”

The “Hold the thermometer at a length of 3 fingers put together from the person’s temple (3-5 cm). The thermometer should not touch the skin.” *steps will be added*

The following steps will be removed:

“Slowly slide the thermometer”

“Slide the thermometer across the forehead towards the top of the ear”

“Keep sensor head in contact with the skin at all times”

“Stop when hairline reached”

UPDATES TO TESTING EFFECTIVE 11-1-2023

TRANSFER FROM WHEELCHAIR TO BED

The “Use legs to stabilize the client” *step*
will be *removed*

Testing Information

Mandatory ID Requirements for Testing

TWO ORIGINAL (NO PHOTO COPIES) FORMS OF IDENTIFICATION ARE REQUIRED

CURRENT (NON-EXPIRED), SIGNED, PHOTO-BEARING FORM OF IDENTIFICATION

AND A SECOND

CURRENT (NON-EXPIRED), SIGNED FORM OF IDENTIFICATION



-SIGNATURES MUST MATCH ON BOTH FORMS OF ID-

The candidate's FIRST and LAST names on the sign-in sheet at testing **must exactly match** the FIRST and LAST names printed on both of the candidate's forms of ID

The name on the candidate's two forms of identification must match the name entered in the TestMaster Universe® (TMU) database and on their nursing assistant application packet submitted to the OSBN.

Testing Attire

There is no mandated or required dress code.

However-

- ❖ Candidates should wear comfortable, appropriate clothing and non-skid shoes.
- ❖ Candidates may wear nursing assistant attire, such as scrubs, if they wish.
 - Candidates will not be allowed to test if they wear inappropriate or revealing clothing.

ADA – Accommodations Request

- ❖ Candidates who have a documented medical or learning disability are encouraged to apply for an ADA Accommodation for testing with OSBN.
- ❖ Information regarding ADA requests from the Candidate Handbook:

Americans with Disabilities Act (ADA)

ADA Compliance

If you have a qualified disability, you may request special accommodations for examination when you apply. Accommodations must be approved by the Oregon State Board of Nursing (OSBN) in advance of examination. The request for ADA Accommodation is available on the OSBN website or by calling OSBN. This form must be submitted with your application packet.

Oregon Candidate Handbook

Effective 11-1-2023



D&S Diversified Technologies LLP

Headmaster LLP

Oregon Nurse Aide Candidate Handbook

EFFECTIVE: November 1, 2023

Version 16

Effective November 1, 2023

Updates to the Skill Tasks are highlighted in gray (pages 25-39).

The Candidate Handbook contains valuable information:

- ❖ Application to Obtain Oregon CNA1 Certification
- ❖ ADA's
- ❖ The Nurse Aide Competency Exam
 - Signing in to Account in TMU©
 - Exam Check-In
 - Identification Requirements
 - Reschedule and No Show's
 - Testing Policies
 - Exam Results,
 - Etc.
- ❖ The Knowledge Test
 - Test Content
 - Subject Areas
 - Vocabulary Words
- ❖ The Manual Skills Test
 - What to Expect for the Skills Test
 - Skill Task Listing by Step

AND MUCH MORE.....

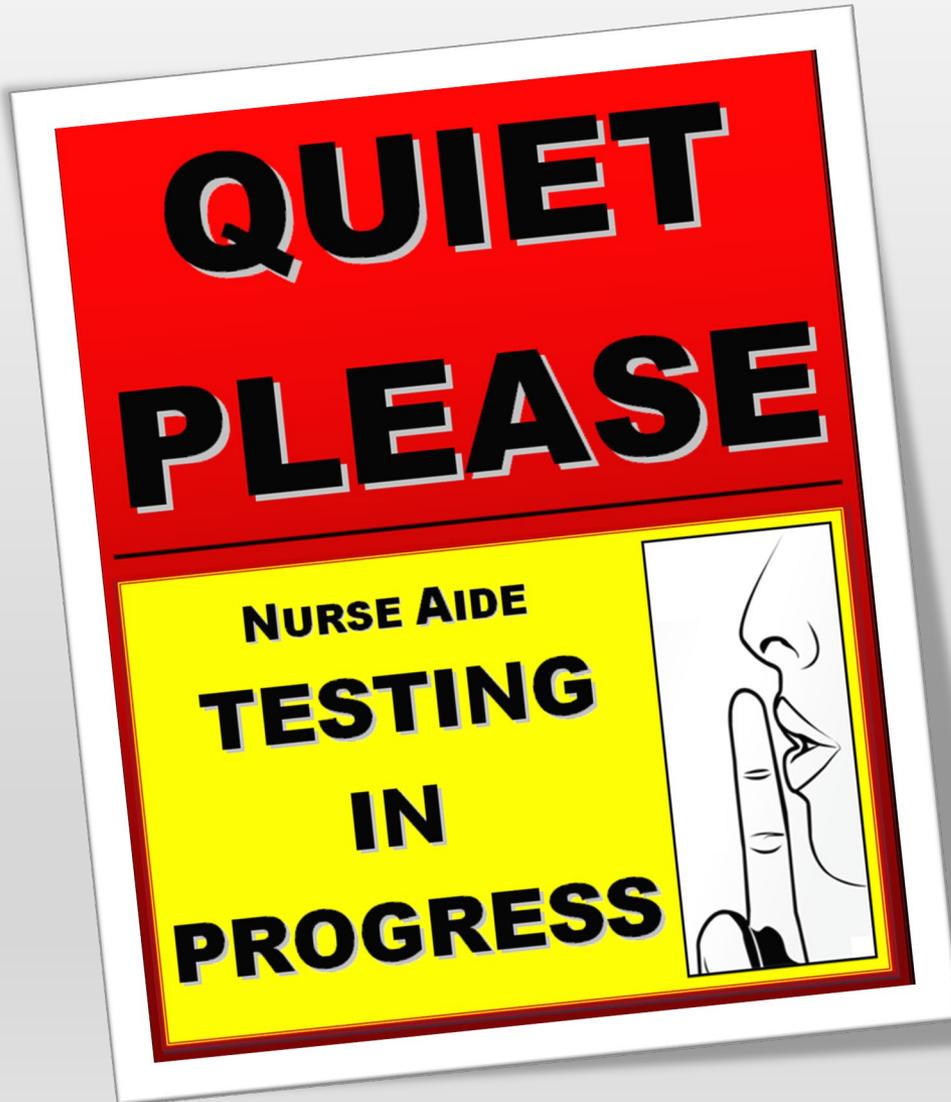
It is very important that Candidates are familiar with the Candidate Handbook!

Testing Information and Materials

Items Used and Seen at a Test Event

(for candidates to be familiar with)

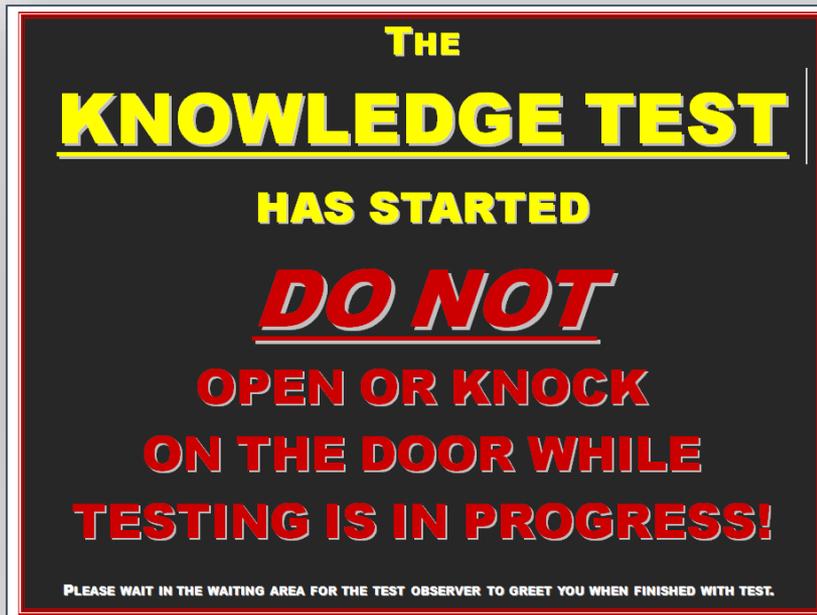
Quiet Sign



- ❖ Quiet signs will be posted in the testing area.
- ❖ Candidates need to be mindful while in the waiting area to keep the noise level to a minimum for those in the testing rooms.

Knowledge & Skills Tests Have Started

- ❖ Testing has started signs will be posted on the knowledge test room and skills test room doors when the door is closed and the tests are started.
- ❖ If candidates see these signs on the closed doors, they are not to interrupt the test event in progress!



Relaxation Area

- ❖ The relaxation area is two chairs placed in an area in the skills testing room away from the demonstration work area.
- ❖ Candidates will be directed to go to the relaxation area in between tasks so that the testing team can set up for the next task.
- ❖ Setting up between tasks takes a matter of seconds.



Recording Form

(new look, same data)

If a candidate has a recording (measurement) task:

- ❖ RN Test Observer will print the candidate's name on the top of the recording form.
- ❖ Candidates will be asked to sign the recording form (if they have a task requiring measurements) during the equipment/supplies demonstration.
- ❖ Candidates can take the recording form (on the clipboard) anywhere in the testing room as needed.
- ❖ RN Test Observers cannot remind or cue candidates to write their recordings on the recording form.

| | |
|------------------------------|----------------------------------|
| Candidate's Name: _____ | |
| PLEASE PRINT | |
| TEMPERATURE: _____ | PULSE: _____ RESPIRATIONS: _____ |
| PULSE OX %: _____ | BLOOD PRESSURE: _____ / _____ |
| URINARY OUTPUT: _____ ml | |
| FLUID AND FOOD INTAKE: | |
| Glass 1: _____ | |
| Glass 2: _____ | |
| TOTAL FLUID INTAKE: _____ ml | FOOD INTAKE: _____ % |
| Candidate's Signature: _____ | |

The Knowledge Exam

Role of the Knowledge Test Proctor (KTP)

- ❖ Knowledge Test Proctors must recheck candidate ID's as candidates rotate into the knowledge test before logging candidates into their exam.
- ❖ The KTP will ask the candidates if they have any questions regarding the Knowledge Test Instructions they read in the waiting area, specifically:
 - “Do you understand the knowledge test is timed?”
 - “Do you know you will have ninety (90) minutes to complete the test?”
 - “Do you understand that you may not have any form of electronic device on your person while taking the knowledge test?”
- ❖ Knowledge Test Proctors are responsible for monitoring the knowledge portion of the exam to guard against cheating.

The Knowledge Exam

- ❖ Copies of the Knowledge Test Instructions will be placed between the work stations for candidates to refer to during testing.
- ❖ Candidates have **90 minutes** to complete **80 questions**.
- ❖ Candidates will be given a 15 minute warning when 75 minutes have elapsed.

The Audio Version of the Knowledge Exam

❖ Candidates may request an **AUDIO** version of their knowledge exam when they submit their application to OSBN

- There is an extra charge for an **AUDIO** (payment to OSBN).
 - OSBN staff will mark **AUDIO ENABLED** in the candidate's record once payment is processed.
- Candidates will listen to the questions read to them through headphones/earbuds connected to computer speakers.
- Candidates will have the questions and answers on the computer screen to read along with.

*An **AUDIO** version of the Knowledge Exam is not an ADA (accommodation request). Any candidate may request and pay for an **AUDIO** version of the knowledge exam.*

Navigating the Knowledge Exam

LOGGING CANDIDATES INTO AND GIVING THE KNOWLEDGE TEST

Each candidate will log in to their own record to take the Knowledge Exam with their Username or Email and Password:

The screenshot shows the TMU OHIO candidate dashboard. At the top, there are navigation links for 'Tests', 'Trainings', and 'Profile'. A 'CANDIDATE' dropdown menu is visible in the top right corner. The main content area features a green banner with the text 'Pending Test' and 'You have a test for STNA that is pending'. A blue button labeled 'Begin Testing' is positioned on the right side of the banner. Below the banner, a grey section displays 'Welcome, CANDIDATE!' with a stylized graphic of a person's head and shoulders.

Candidates will click on **BEGIN TESTING** (either one is fine)

The screenshot shows the 'Verify Your Information' page. The breadcrumb trail is 'Home > Testing > Start'. The page title is 'Verify Your Information'. A yellow warning box states: 'Please verify that you are the person whose information is below AND that it is correct before beginning the test.' The form contains the following fields:

- CANDIDATE ONE PRACTICE**
PO BOX 418
FINDLAY, OH 45839
- BIRTHDATE**
12/22/1986
- EMAIL ADDRESS**
usertemp@temp.com
- STAF** (Email address)
Enter start code to test

At the bottom, there are two buttons: '← Go Back, Edit Information' and '✓ Information Correct, Begin Test'. An arrow points from the 'Begin Testing' button in the previous screenshot to the 'Begin Test' button here.

The **START CODE** will need to be typed in under **Start Code ***
Have candidates verify that their demographic information is correct.

Navigating the Knowledge Exam

The screenshot shows the STNA - CANDIDATE ONE PRACTICE interface. At the top right, a timer shows 'Remaining: 00:58:44' (callout 1). Below the timer is an 'End Test' button. On the left, there is a 'Jump to Question' field with a 'Go' button and a 'Keyboard Shortcuts' link (callout 7). Below this is a search bar for question numbers (callout 6). The main area contains a question with four multiple-choice options: A. dietary list, B. policy book, C. kardex, and D. health record. Below the question are navigation buttons: 'Prev', 'Bookmark Question', and 'Next' (callout 3). At the bottom, there are two panels: 'Bookmarks' (callout 5) showing 'No questions bookmarked' and 'Questions Remaining' (callout 2) showing a list of question numbers from 1 to 79.

1. There is a countdown of time remaining for candidates to watch their own time.
2. Questions remaining to be answered will show up here.
3. Click on NEXT to go to the next question.
4. Questions can be bookmarked to go back to.
5. Any bookmarked question numbers will show up here.
6. Candidates can type in a question number they want to “jump” to here.
7. There are keyboard shortcuts to help navigate the test as well that are found here.

Navigating the Knowledge Exam

Home > Testing > Question #79

STNA - CANDIDATE ONE PRACTICE

Remaining: 00:23:29

Jump to Question Go Keyboard Shortcuts

End Test

#79. Question

A. liver

B. kidney

C. pancreas

D. spleen

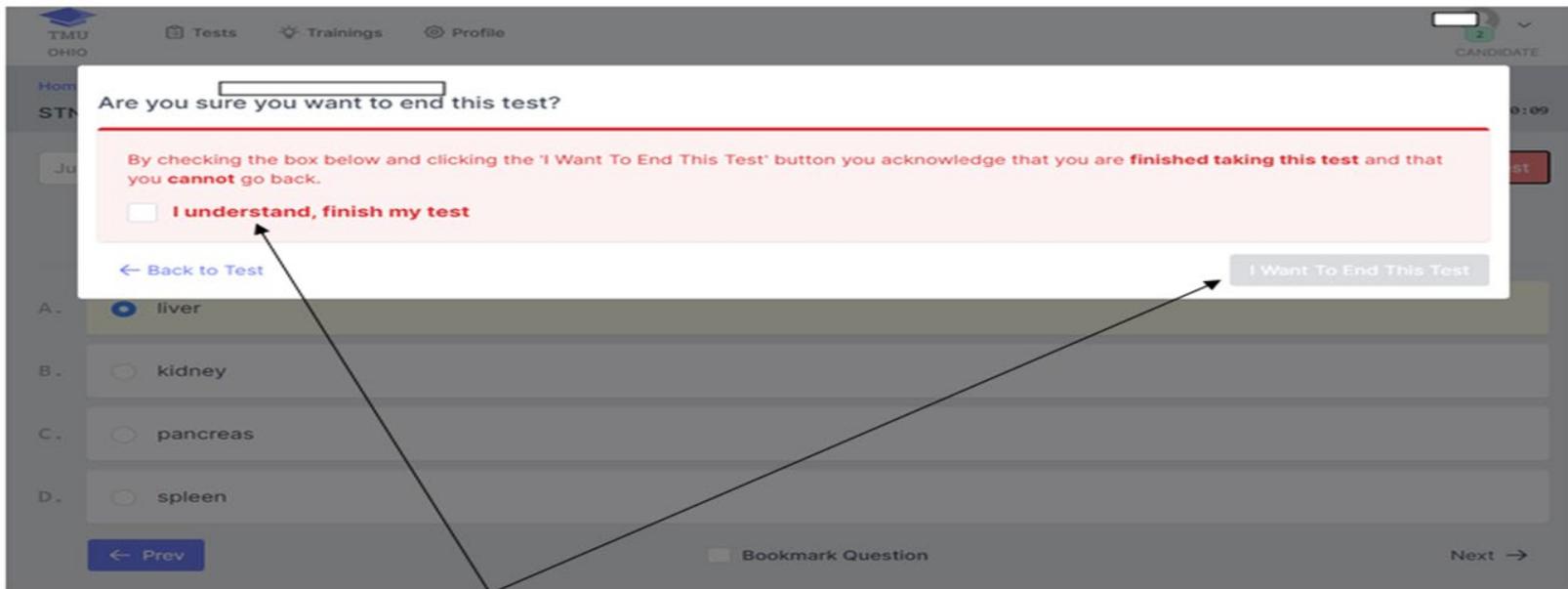
← Prev Bookmark Question Next →

Bookmarks Questions Remaining

No questions bookmarked None. Please review your answers!

When candidates are finished with their exam, they need to raise their hand and let the proctor know they are done. The test proctor needs to check that there are no **Questions Remaining** (if there are any numbers left, direct the candidate to go back and answer the questions), then the proctor will click on **END TEST**.

Navigating the Knowledge Exam



When END TEST is clicked, this message will pop up and you must click the box to the left of **I UNDERSTAND, STOP MY TEST**. Then **I WANT TO END THIS TEST** box will be active and you will click on it.



This is what the screen looks like after the knowledge test has been ended.

The Skills Exam

Role of the RN Test Observer

- ❖ RN Test Observers must be positive, confident, completely unbiased, and professional in their words, actions, and appearance.
- ❖ RN Test Observers will remain impartial during testing.
- ❖ RN Test Observers must give complete and full attention to the candidate while the candidate demonstrates their tasks.
- ❖ RN Test Observers are to set up a testing environment that will give each candidate a fair, nonbiased, equal opportunity to demonstrate they know how to perform the tasks.
- ❖ RN Test Observers will recheck each candidate's ID as they enter the testing room to ensure they have the correct candidate's skill test in front of them.

Role of the Actor

- ❖ Actors must remain test neutral and not impact the test in any way.
- ❖ Actors are not to start or engage in a conversation with candidates.
- ❖ Actors cannot answer any questions that would impact the test with anything other than:
 - **“Whatever you think”** – putting the action needed back on the candidate.
 - *Example: In the Feeding Task, “Is the head of your bed high enough?” The Actor will answer “whatever you think” as it is a step in the Candidate Handbook that the candidate is to raise the head of the bed to at least 45 degrees.*
- ❖ Actors must provide the exact same simulation for every candidate.

The Skills Exam

- ❖ Candidates are allowed **35 minutes** to demonstrate 3 or 4 tasks.
 - The first task will be one of the five mandatory tasks with hand washing required:
 - Bedpan and Output with Required Hand Washing
 - Catheter Care of a Male with Required Hand Washing [DEMONSTRATED ON A MANIKIN]
 - Isolation Gown and Gloves, Emptying a Urinary Drainage Bag with Required Hand Washing
 - Perineal Care of a Female with Required Hand Washing [DEMONSTRATED ON A MANIKIN]
 - Perineal Care of a Male with Changing a Soiled Brief and Required Hand Washing [DEMONSTRATED ON A MANIKIN]

- ❖ RN Test Observers will read a scenario to the candidate at the beginning of each task.
 - Candidates can request to have a scenario re-read to them at any time and as many times as needed.

The Skills Exam

- ❖ Two timers will be set when the candidate starts their skill test (after the first mandatory task scenario is read):
 - One set for 20 minutes – warning that 15 minutes remain
 - One set for 35 minutes – time up (candidate not allowed to complete any steps remaining)
- ❖ Candidates can make corrections to any step they feel they did incorrectly at any time during their exam within their 35-minute time frame:
 - Candidates need to tell the RN Test Observer the specific task and step(s) they are correcting.
 - Candidates must actually demonstrate the correction(s), i.e.:
 - Candidate tells the RN Test Observer s(he) missed locking the bed brakes in the ambulation task-
 - ✓ Candidate must actually lock the bed brakes, and then the correction is made and noted by the RN Test Observer.

The Skills Exam

❖ Steps that are only verbalized **DO NOT COUNT!**

- All steps must be demonstrated to receive credit.

❖ Steps are not order dependent unless the step specifically states something must be done

“*BEFORE” or “*AFTER”:

- Candidates can perform the steps in whatever order flows for them, or how you have trained them to complete the steps with the *EXCEPTION:

- If a step states something must be done **BEFORE** or **AFTER**, then the candidate must demonstrate that step exactly as stated.

- *Example: Candidate must wash client's hands BEFORE assisting client with meal.*

The Skills Exam

- ❖ **CLOSURES**: Candidates have to verbally state to the RN Test Observer that they are finished when done with each task so the RN Test Observer has closure before setting up for the next task
- ❖ Once the candidate has completed all 3 or 4 tasks, the candidate must verbally state to the RN Test Observer that they are finished. The candidate will then be read a closure:

CLOSURES WHEN FINISHED WITH SKILL TEST:

If allotted time is remaining say:

- “You have _____ minutes remaining. You have just completed the tasks of _____, _____, _____, and/or _____. (Read the tasks assigned.) Are you finished?” When you get the “yes”, say “Thank you for coming.”
 - Direct the candidate to the holding area if they need to take a knowledge exam, or if finished with their exam, they are free to leave the testing site. (Let candidate know Exit Survey information in box below.)

When allotted time is up and the audible buzzer sounds, say:

- “Your allotted time has elapsed. Thank you for showing us your skill demonstrations today.”
 - Direct the candidate to the holding area if they need to take a knowledge exam, or if finished with their exam, they are free to leave the testing site. (Let candidate know Exit Survey information in box below.)

The Skills Exam: 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 3 or 4 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.*

The Skills Exam: Equipment/Supplies Demonstration

- ❖ All supplies will be on a centrally located table, counter, etc.
 - The RN Test Observer will show the candidate just the supplies and equipment the candidate will need for their 3 or 4 tasks (i.e. bedpans, basins, toothbrush, etc.)
 - Linens may be in a cabinet or closet within the skills testing room and would be shown to the candidate
 - No supplies will be in the bedside stands
 - And candidates will be shown where other supplies are located throughout the room:
 - Hand sanitizer(s)
 - Gloves



The Skills Exam: Equipment/Supplies Demonstration

❖ Candidates will be shown:

- Where to knock
- How to lock the bed and wheelchair (if used) brakes
 - Brakes must be fully engaged on the bed and both wheelchair brakes must be locked
- Bed Controls
 - The RN Test Observer will show the candidate how to raise and lower the bed and head of the bed as well as how to operate the side rail controls
- Shown where the hand washing sink is
 - Where soap and paper towels are located
- The RN Test Observer will also point out where other equipment is throughout the testing room
 - Garbage cans
 - Linen hampers
 - Privacy curtain and how to pull it

Training Tools to Help Prepare Candidates for Testing

Mock Skills

Oregon Mock Skills

1.) AMBULATION OF A CLIENT WITH A WALKER USING A GAIT BELT

| | |
|---|--|
| Knock on the door. | |
| Perform hand hygiene. a. Cover all surfaces of hands with hand sanitizer. b. Rub hands together until hands are completely dry. | |
| Explain the procedure to the client. | |
| Lock bed brakes to ensure client's safety. | |
| Lock wheelchair brakes to ensure client's safety. | |
| Lower the bed so the client's feet will be flat on the floor when sitting on the edge of the bed. | |
| Bring the client to a sitting position. | |
| Assist the client in putting on shoes. | |
| Place the gait belt around the client's waist to stabilize the trunk. | |
| Tighten the gait belt. | |
| Check gait belt by slipping fingers between the gait belt and the client. | |
| Assist the client to stand. | |
| Position the walker in front of the client. | |
| Ensure the client has stabilized walker. | |
| Position self behind and slightly to the side of the client. | |
| Walk to the side a little behind the client. | |
| Safely ambulate the client and return the client to the wheelchair. | |
| Assist the client to sit in the wheelchair in a controlled manner that ensures safety. | |
| Remove the gait belt. | |
| Use correct body mechanics at all times. | |
| Leave the client in a position of comfort and safety. | |
| Maintain respectful, courteous interpersonal interactions at all times. | |
| Place the client within easy reach of the call light or signaling device. | |
| Perform hand hygiene. a. Cover all surfaces of hands with hand sanitizer. b. Rub hands together until hands are completely dry. | |

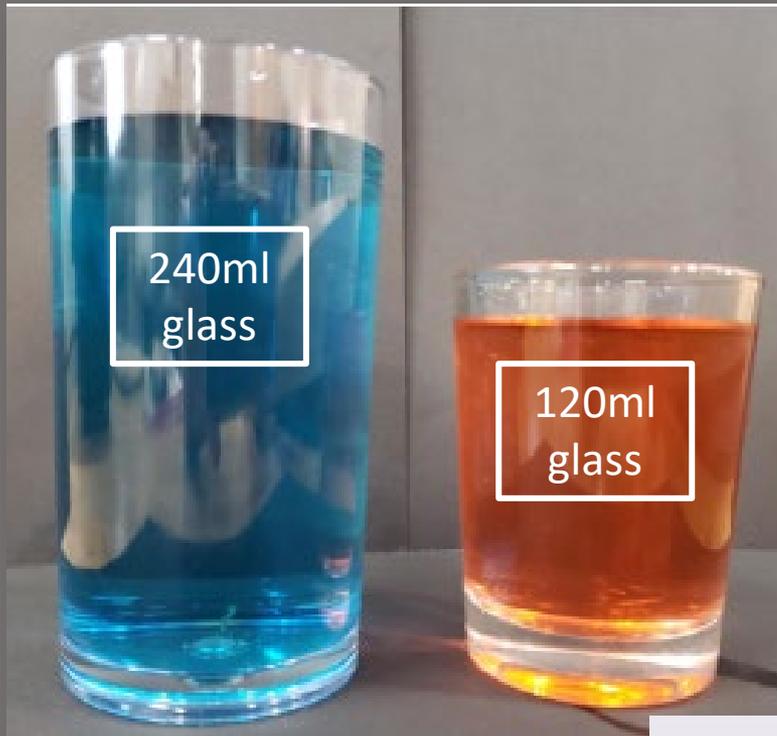
Oregon Mock Skills

Effective for testing: November 1, 2023

Note: The skill task steps included in the mock skills are offered as guidelines to help prepare candidates for the Oregon nurse aide skill test and the steps included are not intended to be used to provide complete care that would be all inclusive of best care practiced in an actual work setting.

D&SDT-Headmaster

Assisting with a Meal Set-Up



PATIENT NAME: Mrs. Smith

PATIENT ROOM: 101

DIET: **SOFT**

LIQUID: **THIN**

Single-serve
food item



Diet Card

Knowledge Practice Exam Information

PRACTICE EXAMS

D&S Diversified Technologies LLP
Headmaster LLP

Improve, quality technology solutions throughout the United States since 1981.

Order individual test or set up a group testing account

Complete an exam from an individual membership

Begin or complete an exam from a group account

Try your test with nothing to lose question of the day

Try our test for free sample test

Find out more about our testing, pricing, ordering and use

See what customers have said about the practice exam

Forgot your part ID? Click here

Learning Certification

Software

Hardware/Networking

Home State

| | | |
|----------------|--------------------------------------|-----------------------------------|
| ARIZONA | Medication Assistant | Arizona Assisted Living Caregiver |
| ARIZONA | ARIZONA CNA | Arizona Assisted Living Manager |
| MASSACHUSETTS | MASSACHUSETTS NAR TESTING & REGISTRY | Mass Direct Care Professionals |
| NEW HAMPSHIRE | NEW HAMPSHIRE | Mass Direct Care Professionals |
| NEW JERSEY | NEW JERSEY | Mass Direct Care Professionals |
| NEW YORK | NEW YORK | Mass Direct Care Professionals |
| OHIO | OHIO | Mass Direct Care Professionals |
| OKLAHOMA | OKLAHOMA | Mass Direct Care Professionals |
| OREGON | OREGON | Mass Direct Care Professionals |
| SOUTH CAROLINA | SOUTH CAROLINA | Mass Direct Care Professionals |
| TENNESSEE | TENNESSEE | Mass Direct Care Professionals |
| UTAH | UTAH | Mass Direct Care Professionals |

Sample CNA/STNA Training Reports

Company History

Copyright © 2012-13 D&S Diversified Technologies LLP and Headmaster LLP. All rights reserved. info@dsdiversified.com

Practice Exams can be purchased by clicking here.

- ⇒ May be purchased individually or viewed as a class and completed together
- ⇒ Allows candidates to experience what the knowledge questions will be like
- ⇒ Must answer question they are on correctly before moving to next question
- ⇒ Facilities may set up a purchase order account by contacting Headmaster

The cost is as follows:

| | |
|-----------|----------|
| 1 exam | \$8.95 |
| 5 exams | \$34.95 |
| 20 exams | \$99.95 |
| 100 exams | \$299.95 |

If you have any questions regarding Practice Exams, please call D&S-Headmaster at (800)393-8664

SAMPLE TEST QUESTIONS

Test Status: Sample test.
Pin Number: Not Required
Series ID: Not Required

Next Item Help Stop the exam

#1. Which of the following is NOT a normal body defense

a. Tears
 b. White blood cells
 c. Eyelashes
 d. Teeth

Questions Remaining: 1-10

Test Status: Sample test.
Pin Number: Not Required
Series ID: Not Required

Next Item Help Stop the exam

You got it

#2. A resident with a colostomy excretes feces through the

a. anus
 b. ileum
 c. colon
 d. jejunum

Questions Remaining: 2-10

If you answer correctly, you will move on to the next question.

Test Status: Sample test.
Pin Number: Not Required
Series ID: Not Required

Next Item Help Stop the exam

Remember, you cannot move to the next item until you answer this one correctly. We hope you enjoy!

#2. A resident with a colostomy excretes feces through the

a. anus
 b. ileum
 c. colon
 d. jejunum

Questions Remaining: 3-10

If you answer incorrectly, you will not move on to the next question until you select the correct answer.

Knowledge Practice Exam Information

On-Line CNA Practice Exams

#1. Which of the following is NOT a normal body defense

- a. Tears
- b. White blood cells
- c. Eyelashes
- d. Teeth

Questions Remaining: 1/25

Copyright © 2004, D&S Diversified Technologies, LLC
Headmaster, All rights reserved. hdmaster@hdmaster.com

NOW AVAILABLE!
Med Aide Practice Exams!

Order an individual test or set up a group testing account.

Complete an exam from an individual membership.

Begin or complete an exam from a group account.

D&S Diversified Technologies LLP
Headmaster LLP

Order CNA/STNA Practice Exam(s)

SSL Secured Transaction
We MUST have your name to provide service.

Submit Registration Reset Fields Help

First Middle Last
Address
City ST Zip
Email Address

Which Test? Nationwide
How Many? One (1) Test \$8.95
Group Account? Check this box if you wish more than one individual to be able to use the assigned group pin number. You will only be issued one group pin number and a range of series IDs, each of which along with the group pin number, will give an individual access to a unique exam.

Group accounts and individuals should record the **pin number displayed above every question** as it will be required to either complete an unfinished exam or to begin another exam from a series.

Please Note: These practice exams are only available on-line. You will not receive a copy of the exam, nor will you be able to print out the exam.

Credit Card
Credit Card or Debit Card #
Exp. Date
Amount

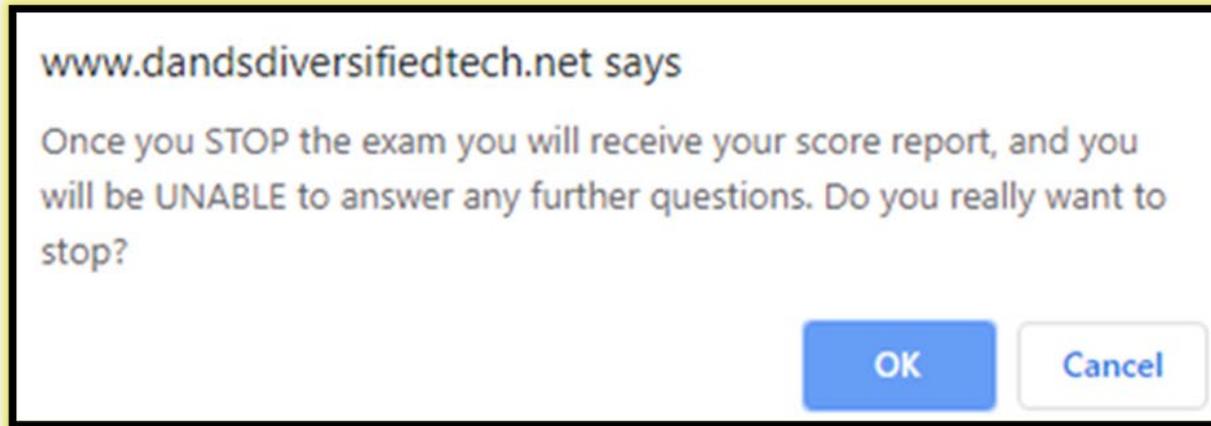
I have read the [terms of service agreement](#) and will abide by the terms and conditions therein. In addition, I accept that these practice exams are only available on-line and I will not receive a copy of the exam, nor will I be able to print out the exam.

Purchased on the main Headmaster webpage at:
www.hdmaster.com

Choose **OREGON** for “which test?”

Record the **PIN NUMBER**, which is displayed above every question as it will be required to complete an unfinished exam.

Knowledge Practice Exam Information



- ❖ Practice Exams do not expire
- ❖ Just click on the **X** in the upper right hand corner of your screen to exit the practice exam
- ❖ Log back in using PIN# to continue
 - ! **Do not click on STOP the exam if you are not finished with the exam**
 - ! **This screen will pop up and you have to click OK to continue (read warning) or CANCEL**
 - ! **Click CANCEL if not finished with exam**
 - *If not finished with exam, and you click OK, you will be unable to answer any further questions and the exam is deleted (not available any more)*
- ❖ When done with exam (*all questions are answered*), click on STOP the exam, then click OK and you will get your Score Report
 - You will receive a score based on your first answers and vocabulary words

Understanding Test Results

Test Results

HEADMASTER, LLP
P.O. BOX 6609, HELENA, MT 59604-6609
800-393-8664 — FAX: 406-442-3357 WWW.HDMASTER.COM
OREGON CERTIFIED NURSE AIDE EXAM RESULTS REPORT

IMPORTANT TEST RESULTS

TEST DATE: Tuesday, August 29, 2023

Dear Olivia,

You have **passed** the knowledge portion of the Certified Nurse Aide exam.

Your overall knowledge test score is 80%.

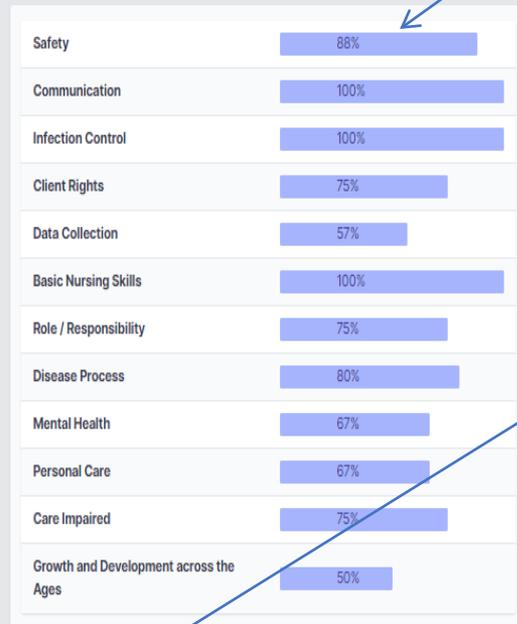
You have **failed** the skill portion of the Certified Nurse Aide exam.

80% or better on each skill task without missing any **Key Steps** to pass the skills test.

A passing score **does not** imply certification. You must verify on the registry.

Any weaknesses indicated in your test results are listed below:

Knowledge Exam Results By Subject Area



Skill Exam Incomplete Steps

8-2019: Temperature (Oral Digital), Pulse and Respirations

Places call light or signaling device w...

Performs hand hygiene. Note: Covers all...

4-2020: Foot Care

Places call light or signaling device w...

3-2021: Catheter Care Male w/Hand Washing

Does not recontaminate hands at any time...

Manual Skill Task(s) Failed: 3-2021: Catheter Care Male w/Hand Washing

Vocabulary words to study: charge nurse, spiritual needs, social worker, Alzheimer's disease, elimination, advance directive, communication, care plan, body mechanics, Alzheimer's disease, dressing, shaving, client independence, mouth care, edpan, warm and cold packs

KNOWLEDGE EXAM:

- ❖ Percentages of how a candidate performed in each Subject Area (number of questions in each Subject Area can be found in the Candidate Handbook).
- ❖ Vocabulary words to help direct candidates to areas to review before retesting.

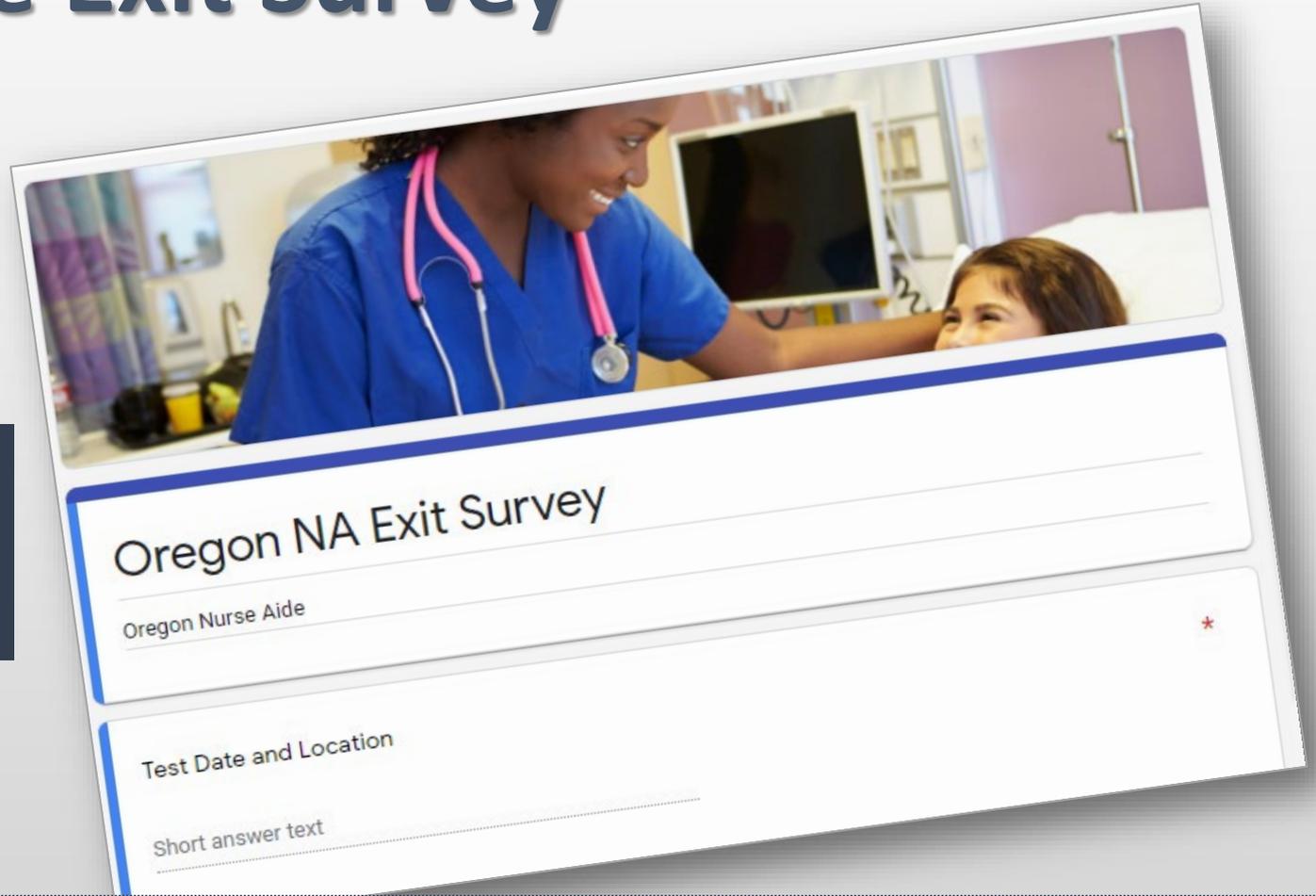
SKILLS EXAM:

- ❖ Lists Manual Skill Task(s) failed.
- ❖ Lists Skill Exam incomplete steps (missed steps).

To help candidates better understand what was missed, candidates are encouraged to call Headmaster to discuss test results to prepare the candidate for a successful retake.

Other Valuable Information

Candidate Exit Survey



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

Candidates receive an email and an internal TMU notification when their test results have been scored informing the candidate that they will be able to retrieve their test results after 7:00PM MST that day. When candidates sign in to their TMU© record to review their results, they will be cued to fill out the Exit Survey via a link in their record.

Important Reminder as Candidates Leave Training Programs

- ❖ Candidates must apply with OSBN for the state competency exam within one year from their training completion date.
- ❖ Once candidates have applied for the exam with OSBN, they have one year from the application date to take their competency exam.
- ❖ Remind candidates as they leave your training program to check the Oregon webpage for the most current updates to the Candidate Handbook:



www.hdmaster.com – click on Oregon

Contact Information

Questions regarding: testing process • test scheduling • eligibility to test

(800) 393-8664

Questions regarding: obtaining information on official regulations and guidelines for nurse aides • nurse aide certification • renewals • Registry •

NOTE: *All correspondence with OSBN needs to be done in your account through the Oregon Nurse Aide Portal at:*

[OSBN Nurse Portal \(boardsofnursing.org\)](http://boardsofnursing.org)

***D&S Diversified Technologies (D&SDT), LLP-
Headmaster, LLP***

PO Box 6609
Helena, MT 59604

Email: oregon@hdmaster.com

Web Site: www.hdmaster.com

Monday through Friday

6:00AM – 6:00PM

Mountain Standard Time (MST)

5:00AM – 5:00PM

Pacific Standard Time (PST)

Oregon TMU© Webpage:

<https://or.tmuniverse.com>

Phone #: (800) 393-8664

Fax #: (406) 442-3357

Oregon State Board of Nursing

17938 SW Upper Boones Ferry Road
Portland, OR 97224-7012

Email: osbn.cnacertificates@state.or.us

Web Site: www.oregon.gov/OSBN

Monday through Friday

8:00AM – 4:00PM

Pacific Standard Time (PST)

All correspondence with OSBN needs to be done in your account through the Oregon Nurse Aide Portal at:

[OSBN Nurse Portal \(boardsofnursing.org\)](http://boardsofnursing.org)

Oregon Instructor Workshop

For testing effective November 1, 2023

Thank You!

D&S Diversified Technologies – Headmaster LLP

