



NURSE AIDE

**RN TEST OBSERVER OR TESTING SITE EQUIPMENT LIST AND AFFIDAVIT FORM 1503TN**

For **TEST SITES**: this list **MUST** be accompanied by form **1502TN** (with pictures of the equipment/supplies and layout for test site approval)

For **RN TEST OBSERVERS**: this form must be accompanied by forms **1500, 1501 and 1505**

To be approved, a testing site must have all of the materials listed for Testing Sites. To be certified and remain active, RN Test Observers are required to review each skill test received prior to test administration and must ensure that all test site equipment and supplies are available prior to starting any testing. Please refer to the following list for equipment and supplies needed by the test site or brought to the test site with the RN Test Observer.

**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.
- 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 automatic advancing or pull-out type, not one that a bar or lever has to be touched to advance paper towels; must have manual hand faucets, no automatic faucets or foot pedals*)
- Long term care bed(s) with working bed brakes and bed controls with no side rails (*beds that brakes are locked when bed is raised (legs stay down) and beds that alarm sounds when brakes are on are not acceptable; brakes have to be able to be manually engaged*)
- Manikin – lower portion of body is acceptable and must include the complete perineal and rectal areas (*anatomically correct – peri area for female and male*)
- Working privacy curtain(s) (*foldable/portable screens/curtains 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 knowledge test room and skills lab (*skills lab clock must have second hand*)
- Call light or signaling device (*doesn't have to be a working signaling device*)
- Wheelchair with working brakes and removable footrests
- Walker
- Bedpans (*one standard and one fracture*)

- Linens including: washcloths, towels, bath blankets, waterproof pads, resident gowns (*tie type, no snaps*), pillows, pillowcases, flat and fitted sheets, blanket or bedspread
- Catheter with tubing
- Urinary drainage bag with tubing
- Wash basins
- Emesis basins
- Output measurement container/graduate
- Isolation gowns (*can be reusable cloth or disposable gowns; tie closure, Velcro closure or slip over-the-head gowns are allowed*)
- Gait belts/transfer belts
- Teaching (binaural) stethoscope with BP cuff
- Food tray and disposable spoons
- Dentures (*one plate, upper or lower only for testing*), denture container, denture brush and cleanser
- Alcohol, alcohol pads or antiseptic wipes
- Disposable wipes for hand hygiene in Feeding task

**ROOM REQUIREMENTS**

*The knowledge test area and skill test area must be separate areas that are completely enclosed (doors on all entrances and floor to ceiling walls to avoid noise and distractions).*

- **DISTRACTION AND INTERRUPTION FREE SKILLS LAB** – with all equipment and supplies listed herein available and in good working order.
  - Any signage (posters) or displays that may cue candidates must be covered or removed for test days.
  - If the skills lab and/or knowledge test room have 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.

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



**ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY THE**

**RN TEST OBSERVER**

*(OR MAY BE PROVIDED BY TEST SITE)*

- RN Test Observer may provide own laptop or tablet for skill testing and three tablets or laptops for knowledge testing (mobile tester)
- Pens/pencils for recordings
- Scratch paper
- Official data recording forms *(available on D&SDT-Headmaster's Tennessee webpage)*
- Small clipboard to place the recording form on
- **Red biohazard** bags/container for Isolation G&G task
- Non-skid footwear for actor *(easy to put on; slipper socks are not allowed)*
- Over-sized button-up shirt, sweat pants/shorts, socks that will easily fit over the actor's clothing
- Sample food items *(single serve size containers of applesauce, pudding etc.)*
- Diet card *(available on D&SDT-Headmaster's Tennessee webpage)*, spoon, napkins, bendable straw
- Actor's toothbrush, toothpaste and disposable cups
- Toothettes or swabs
- Soap -**PERI-WASH AND NO RINSE SOAPS ARE NOT ALLOWED**
- Nail file and orange stick for Nail Care task
- Hair brush, comb and hand mirror for Hair Care task
- Tissue or toilet paper

- Alcohol wipes/pads or antiseptic wipes
- Gait/Transfer belt you know will fit your actor
- Back up hand sanitizer(s)
- Small travel clock with a second hand
- 2 clear 240ml glasses for Feeding task *(state mandated set of cups purchased through D&SDT-Headmaster)*
- **ORAL TEST ADMINISTRATION:** Disposable headphones/earbuds that can plug into the computer speaker jack *(Amazon sells disposable ones)*
- Pre-measured "urine" fluid amounts in unmarked containers (hint: use yellow food coloring in water for the Bedpan and Emptying Urinary Drainage Bag tasks)
- Two audible count-down timers or a multiple timer that do not tick out loud *(one for 15 minutes left warning and one for 35 minutes time 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
- A syringe to easily fill the drainage bag with pre-measured fake 'urine'
- Extra audible count-down timers in case a set doesn't work or batteries are dead
- Extra disposable wipes for the Feeding task
- Other small items you can use as backups to salvage a test event when something breaks or is missing etc.

Testing sites and RN Test Observers may mutually agree to a different mix of equipment distribution, depending on mutual agreement with the test site. Please call D&SDT-HEADMASTER at (877)201-0758 if we can be of assistance regarding any of these issues.

**TEST SITE AFFIDAVIT:** *(To be filled out by the Test Site contact person/administrator.)*

We hereby certify that-

Facility Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Test Site Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Test Site Time Zone:  Central  Eastern

has the equipment listed herein and will make the equipment available to the certified RN Test Observer(s) for the purpose of administering nurse aide knowledge and skill tests to nurse aide candidates at our test site for days we have scheduled test events in TMU©.

Site Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RN TEST OBSERVER AFFIDAVIT:** *(To be signed by the RN Test Observer when applying for certification.)*

I hereby certify that test sites where I test will be checked before starting each test event to ensure that the test site equipment listed herein is available and in good working order. If not, I will report missing or inoperable test site equipment by listing it in TMU© under the test discrepancies before submitting my test event observations for scoring. I will carry at least the minimum equipment/supplies listed on the Additional Equipment Normally Provided by RN Observer to each test event I choose to manage.

RN Observer Name: \_\_\_\_\_ Date: \_\_\_\_\_ RN Signature: \_\_\_\_\_