



TENNESSEE NURSE AIDE

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

(For **TEST SITES**: this form **MUST** be accompanied by form **1502TN**. A virtual test site visit will be arranged with D&SDT-HEADMASTER)

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

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

- Hand washing sink with running water, soap and paper towels (*Must have manual hand faucets, no automatic faucets are foot pedals.*)
- Long term care bed(s) with working bed brakes and bed controls (*all moveable portions must raise and lower.*) **No side rails present on the bed.**
- Manikin – lower portion of body is acceptable and must include the complete perineal and rectal areas (*anatomically correct – peri area for female*)
- Working privacy curtain(s) (*Must be overhead rail or pull type with minimum of 4 feet of rail. Folding/portable curtains are not allowed.*)
- Bedside stand
- Overbed table
- Wastebasket(s)
- Laundry receptacle (hamper)
- Hand sanitizer(s)
- Disposable gloves in assorted sizes
- Disposable wipes (for the Feeding task)
- 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 footrests
- Walker
- Linens including clean: wash cloths, towels, bath blankets, waterproof pads, resident gowns (*tie type, no snaps*), pillows, pillowcases, flat and fitted sheets, blanket or bedspread
- Bedpan
- 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, plate and silverware
- Dentures (*one plate, upper or lower only for testing*), denture container, denture brush and cleanser
- Alcohol, alcohol pads or antiseptic wipes
- Standard scale or analog scale (*no digital scales allowed*)

ROOM REQUIREMENTS

- **Distraction and Interruption Free Skills Lab** – with all equipment and supplies listed 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

For Electronic Test Sites:

- At least three internet connected computers, laptops or tablets in the Knowledge Test room
- Internet connected computer, laptop or tablet in the Skill Test room

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

PLEASE SEE BACK SIDE OF FORM →



ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY RN TEST OBSERVER

- Pens and #2 pencils for recordings and paper knowledge exam
- Scratch paper
- Basic calculator – for use by ADA approved candidates only (*no cell phones allowed*)
- Official data recording forms (*available on D&SDT-Headmaster Tennessee webpage*)
- Small clipboard to place the recording form on
- Non-skid shoes or slippers for actor that are 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 Tennessee webpage*), spoon, napkins and bendable straws
- Actor's toothbrush, toothpaste and disposable cups
- Toothettes or swabs
- Soap -**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
- Back up hand sanitizer(s)
- Small travel clock with a second hand
- Tissue or toilet paper

- Alcohol wipes/pads or antiseptic wipes
- 2 clear 240ml glasses for Feeding task (*state mandated set of cups purchased through D&SDT-Headmaster*)
- **ORAL TEST ADMINISTRATION:** Disposable headphones/ear buds that can plug into the computer speaker jack or MP-3 player (paper test) are needed.
- Pre-measured "urine" fluid amounts in unmarked containers (hint: use yellow food coloring in water for the Bedpan and Output 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 1 for 35 minutes time up*)
- Basket for personal items

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 hand 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 and an RN Test Observer may use their consumable supplies budget to purchase consumables from the test site, 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.*)

We hereby certify that-

Facility Name: _____ Phone: _____

Contact Person's Name: _____ Email: _____

Test Site Mailing Address: _____ City: _____ State: _____ Zip: _____

has the equipment listed herein and will make the equipment available to D&SDT-HEADMASTER/DHSS certified RN Test Observers (independent contractors) for the purpose of administering nurse aide knowledge and skill tests to nursing assistant candidates at our test site for days we have agreed to schedule any test events.

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 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 under the test discrepancies before submitting my test event observations for scoring or returning a paper test packet. 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 oversee.

RN Observer Signature: _____ Date: _____