

UTAH NURSING ASSISTANT REGISTRY

Skills Testing Instructions

Please read these instructions carefully! If you have any questions please, ask your observer **before** beginning your test.

- ◆ Candidates are not allowed to leave the skills lab until the test is complete. If needed, take a restroom break before reading these instructions.
- ◆ You must sign the cheating policy signature page.
- ◆ Cell phone and electronic devices must be turned off and not in your possession. Any personal belongings need to be placed by the testing room door or where directed by the observer and collected when you leave the testing event.
- ◆ The observer does not decide whether or not you pass or fail. I only observe and record the steps I see you demonstrate.
- ◆ The observer is not allowed to offer any feedback on your test performance.
- ◆ You and your testing partner may have the same skill. Do not focus on how the other student does the skill, rely on your own abilities and training. The other student may or may not perform the skill correctly.
- ◆ Beginning procedures will be performed before your first skill and ending procedures will be performed after your last skill only.
- ◆ *****Handwashing is a skill that must be observed on every testing candidate and is expected when you perform your beginning procedure. ****Hand hygiene of your choice may be used for every other time it is needed.**
- ◆ Each of your tasks has a scenario. The observer will read **one scenario at a time** to you. As soon as you understand the scenario, please demonstrate the task.
- ◆ Anytime during the test you may ask the observer to **reread** any scenario.
- ◆ At any time during any skill, you may direct the observer to move anywhere needed to assist in providing safety for the resident. The observer will also be the assistant anytime 2 people are needed for the skill.
- ◆ In the course of your skills demonstrations if you need to report something to the nurse, report it to the observer.
- ◆ In the course of your skills demonstrations talk to the resident as you would a real person, explaining the procedure. If we are using a mannequin, then talk to the observer as if they are the resident. They will answer for the resident.
- ◆ You will be given a recording form for documentation. Sign the form acknowledging that you have been made aware that you are expected to document any vital signs, input/output, HT and WT that are a part of your skills test on the recording form.
- ◆ Steps that are only verbalized will not count. If you begin to verbalize the observer will re-direct you to demonstrate.
- ◆ Anytime during the test you may correct any step on any task that you believe you performed incorrectly. To make a correction, you must tell the observer the specific task and what steps you will be **re-demonstrating**.
- ◆ You will be shown the equipment and supplies available for your skills test. You may use or move any equipment or supplies necessary to complete your assigned skills.
- ◆ When you finish a task **sit down in the chair indicated**. When you sit down after ending procedures the test will be complete and no corrections can be made.



Equipment/Room Orientation

- ⇒ Where to knock
- ⇒ Water, call light, phone for ending procedures
- ⇒ Bed brakes and side rail controls
- ⇒ Privacy curtain
- ⇒ Garbage can
- ⇒ Dirty laundry receptacle
- ⇒ Sink with soap and paper towels
- ⇒ Reminder about handwashing in beginning procedures and hand hygiene of choice when necessary
- ⇒ Gloves
- ⇒ Whatever you are using as a toilet simulator, bucket, etc.
- ⇒ Be sure to let the student know to ask for anything they cant find
- ⇒ Anything unique to the test site