

## Nurse Aide Clinical Skills Test General Instructions

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Read this instruction sheet while you are waiting to take your Clinical Skills Test. This sheet must be given back to the nurse who will administer your test.

### **When you are called into the testing room, the Nurse Aide Evaluator (evaluator) will:**

- Ask to see your government-issued identification (with photo and signature).
- Require you to empty your pockets and store personal belongings in the testing room.
- Show you around the testing room to give you a chance to see the supplies and equipment needed to perform your skills. At this time you may try using any of the equipment.
- Give you a chance to ask questions about the instructions on this card.
- Tell you when you will take your test and when you will play the role of the resident.

### **Before you take your test, the Nurse Aide Evaluator (evaluator) will:**

- Give you a card that has the list of skills you are to perform with instructions for each skill.
- Read you the instructions for each skill.
- Tell you how much time you will have for your test.
- Give you time to review the skills instruction card before you begin.

### **Some additional rules for the Clinical Skills Test include the following:**

- Before you begin your test, you may look around for supplies you may need, but you may **not** collect supplies until your test begins.
- You must speak in English **only** during the testing, whether you are taking your test or playing the resident.
- You must **actually perform** the skills during the test. You do not need to ask if the resident wants care.
- The skills must be performed in the order they are listed on the card.
- You may read the skills instruction card at any time during your test.
- Each time you begin a new skill, treat the actor or mannequin as if he/she is a different resident.
- The supplies and equipment needed to perform the skills are in the testing room. If there is something you cannot find, ask the evaluator.
- If you need to make a correction during a skill, you **must tell** the evaluator and you **must actually perform** the correction.
- One skill on your test requires recording a measurement. You will be given a form to use when the skills instructions are read to you. At that time you will be asked to sign the form as proof it was given to you. You must record your measurements on the form **before** you complete the skill.
- When you finish a skill say, "I am done." Before you say you are done with a skill, you may find it helpful to review the instructions for that skill one last time.

- You may only make corrections to a skill that you are performing. Once you say you are done with a skill, you may not go back to that skill.
- You are not graded on using side rails during this test. If the bed has side rails, you may use them as you choose.
- During testing, if the evaluator has a serious safety concern, the skill is stopped. At that time you will be told what must be corrected before you can continue. Because the evaluator has told you what to correct, you will not get credit for making the correction.
- You are taking a state test. The evaluator may not help you or teach you. The evaluator's role is to observe and record your performance

**When you are playing the role of the resident, you:**

- Will play the role of a resident who is alert and cooperative, and who can move and follow directions.
- May receive special instructions from the evaluator about your role as a resident.
- Should move **only** when asked to do so by the candidate.
- Should talk **only** to answer a question asked by the candidate.
- May **not** help the candidate in any way. This includes giving hints by using words, hand signals, or facial expressions. This kind of behavior is considered cheating and both candidates can be dismissed from the test. Incidents will be reported to the state.
- Are not allowed to tell the candidate what you believe he/she did right or wrong on the skills test.

**Some of the general rules for this test include that:**

- Recording devices, cell phones, pagers, PDAs or cameras must be turned off and stored during your test.
- The only personal belongings allowed into the testing room are your wallet with personal identification, keys and a pen or pencil. Personal belongings will be stored in the testing room. You will not be allowed into your belongings during the test.
- This is a closed book test. You are not allowed to use or look at any notes, books, skills checklist or the candidate bulletin during the test.
- Because the Clinical Skills Test is a shorter test, there are no breaks provided.
- If your behavior is rude or disruptive, your test will end and you will be dismissed. You will also be dismissed if the evaluator has reason to believe you are impersonating another person.
- The evaluator is not allowed to discuss your results or performance with you.
- If you are testing in a state where results are provided on the day of testing, you may be asked to show your identification to receive your results.