

TEST TAKER GUIDE – CLINICAL SKILLS TEST

The best way you can get ready for the test is to listen, study, and learn as much as you can from your training program. It is a good idea to talk to other nurse aides about the skills that will be tested and the skills you have learned during your training.

Be sure you know what to do for each task. Practice with other students or with your family, and use the clinical skills checklist starting on Page 7 to check your performance. Ask your supervisor or teacher for help with anything you do not understand. Your facility or training program may have videos that can also help you review the skills.

WHAT TO EXPECT ON THE CLINICAL SKILLS TEST

You will take the Clinical Skills test at a Regional Test Site. You must receive a passing score on the Clinical Skills Test before taking the Knowledge Test. To be admitted to your testing appointment you must bring your Authorization to Test, two forms of identification, one picture identification with signature and one identification with signature, and social security card to the test site. If you do not bring these you will **NOT** be allowed to test.

Your **handwashing technique** is evaluated at the beginning of the test. This skill is not prompted, which means you will not be told to wash your hands. Nurse aides are expected to know to wash their hands before and after physical contact (touching) with the resident.

You will also be evaluated on **Indirect Care**. Indirect Care includes communication, resident rights, safety, comfort and Universal precautions (infection control). Indirect Care is rated during your performance of each skill.

Your test will be scored at the test center and you will know if you passed or failed after you take the test. You will receive an “unofficial” printed result at the Regional Test Site. If you passed, you will receive your registry document about 14 days later.

The following list gives the possible tasks you might be asked to perform during your test. The list is derived from tasks included in the Michigan Nurse Aide Training Curriculum Model. You will be asked to perform three tasks. The test will take place in a clinical laboratory, with someone acting as a resident or with a manikin.

Pay attention to the key points of residents’ rights, safety, infection control, privacy, comfort, and courtesy, even if you are working with a manikin.

PERSONAL CARE

These tasks cover the basic personal care and needs of nursing home residents.

Perineal Care (male or female) – Perform perineal care, using soap and water, on a manikin.

Dressing and Undressing – Complete Assistance – Provide complete assistance in undressing and dressing for a resident that has a weakness on one side.

Toileting – Bedpan, Partial Assistance – Assist a resident in using a bedpan.

Mouth Care – Brushing Teeth – Brush a resident’s teeth.

Mouth Care – Care of Dentures (Resident with Full Dentures) – Provide mouth care and denture care to a resident.

Partial Bedbath – Provide bathing to a resident, washing the resident’s face, neck, arms, hands, chest and back. Care should include a backrub.

Feeding – Feed a snack such as pudding or applesauce and a beverage to a resident who requires assistance with feeding.

Catheter care – Provide catheter care to a resident with an indwelling urinary catheter.

Grooming – Hair and Nail Care – Comb or brush a resident’s hair and provide fingernail care.

PROMOTING FUNCTION, HEALTH, AND SAFETY

These tasks include giving some special care and assistance that is needed when residents cannot take care of themselves.

Change of Position – Position a resident on one side. The candidate may be asked in the instructions to also provide a backrub when repositioning the resident.

Transfer – Pivot transfer a resident who can stand but not walk, from the bed to a wheelchair using a gait or transfer belt.

Range of Motion – Perform range of motion exercises on a resident’s upper extremity or lower extremity.

ENVIRONMENTAL ACTIVITIES

These tasks include taking care of a resident’s bed.

Changing an Occupied Bed – Change all the linens on a bed, with a resident in it.

Making an Unoccupied Bed – Make a bed with no one in it. (Note: The candidate may select to use flat sheets or fitted sheets.)

REPORTING

Vital Signs – Radial Pulse and Respiration – Take a resident’s pulse, and respiration, counting both for one full minute, and write them down on supplied paper.

Vital Signs – Blood Pressure – Take a resident’s blood pressure and write it down on the supplied paper.

Height and Weight – Measure a resident’s height and weight and write them down on supplied paper.

Measure and Record Contents of Urinary Drainage Bag – Empty contents of urinary drainage bag into a graduated container, measure the amount of urine and record as output on an Intake and Output form (I&O).

TIPS TO HELP YOU DO YOUR BEST WHEN TAKING THE CLINICAL SKILLS TEST

- Know how to do all of the required tasks.
- Listen carefully to the instructions you are given by the nurse giving the test. You will be given an instruction sheet to refer to during testing that states the skills you are to perform. Take your time, and do each task as you were taught.
- Treat the actor playing the part of the resident or the manikin as courteously and friendly as you should a resident at your job.
- Be neat and clean in your work, especially with jobs where germs or infection could be a problem.

ITEMS TO NOTE

- Federal regulations require that all nurse aides pass both a clinical skills and a knowledge test.
- Prometric maintains a file of all people taking a test and reports the names of those who successfully pass both the clinical skills and knowledge test to the state registry.
- Anyone may call the state registry to verify your placement on the registry.
- You may question any aspect or outcome of the testing process by contacting Prometric at:

Prometric

**ATTN: Michigan Competency Evaluation Program
1260 Energy Lane
St. Paul, MN 55108
800.752.4724**

SOME IMPORTANT WORDS TO KNOW

You should know the following words. They could be included in your directions for the Clinical Skills Test.

- Bath blanket
- Bedpan
- Call light
- Catheter
- cc’s
- Denture container
- Draw sheet
- Environment
- Extremity (upper and lower)
- Flat sheet
- Full dentures
- Gait or transfer belt
- Grooming
- Incontinent
- Infection control procedures
- Intake and Output form (I&O)
- Lap robe
- Manikin
- Mattress pad
- Mobility
- Nondigital stand-up scale
- Occupied/unoccupied bed
- Overbed table
- Partial assistance
- Perineal area
- Perineal care
- Pivot
- Positioning pillows or rolls
- Pounds (lbs.)
- Privacy
- Provisions for privacy
- Range of motion
- Resident choice
- Resident
- Resident rights
- Respiration rate
- Routine mobility
- Skin breakdown
- Stethoscope
- Syphgomanometer
- Toileting
- Total assistance
- Transfer
- Turning Schedule
- Underpad
- Urine
- Urinary drainage bag
- Universal precautions
- Vital signs
- Wheelchair

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