



Nurse Aide Training Program and Test Site Informational Call

Nurse Aide Registry
February 13, 2023

Tennessees Warning

- **The Minnesota Department of Health is hosting this informational call to inform nurse aide training programs and testing sites of processes and updates.**
- **Your comments, questions and image, which may be private data, may be visible during this event.** You are not required to provide this data, and there are no consequences for declining to do so.
- **The informational call may be accessible to anyone** who has a business or legal right to access it. By participating, you are authorizing the data collected during this presentation to be maintained by MDH. MDH will be posting this on YouTube with a nonpublic link. The posting will be available for 90 days.
- **To opt out of the presentation, please exit now.**



- Attendees are muted. During the Q&A portion, please raise your hand and we will unmute you.
- You can also submit comments or questions in the chat feature.

- Test Data Update
- Public Health Emergency
Ending May 11, 2023
- Candidate Handbook
Updates
- RN Instructor
Responsibilities
- RN Test Observer Training
- Program Coord. Changes
- Handwashing Skill Review
- Training Program Survey
Results
- In-Facility Testing
- Resources Available

Knowledge Test Update



Updated Knowledge Test



- Updated nurse aide knowledge test began on Monday, January 2, 2023
- Comprised of revised vocabulary and test questions as a result of TAP

Updated Knowledge Test

- Knowledge test Passing Rate:
 - **January 2- February 10, 2023**
- 1st time: 1096 84.49%
- 2nd time: 146 56.16%
- 3rd time: 61 54.10%



Test Data Posted



- **Test data posted on NAR website**
- Identifying pass rate for knowledge and skill tests
- 1st, 2nd and 3rd attempts
- Each training program for 2022 year-end data

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Nursing Assistant Registry

The Nursing Assistant Registry lists nursing assistants who have met Minnesota training and/or testing standards to work in nursing homes and certified boarding care homes. The registry also has information about nursing assistants who have substantiated findings of abuse, neglect, and theft.

This is an online registry. Nursing assistants, employers, and others can check the registry by using MDH's online system and the nursing assistant's certificate number.



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Training Program Test Data

The Minnesota Department of Health Nursing Assistant Registry approves Nurse Aide Training Competency Evaluation Programs (NATCEP). According to federal and state law, the training programs must be at least 75 hours in length.

Persons are allowed four (4) chances to pass the knowledge and three (3) chances for the skills competency exam for placement on the Minnesota Nursing Assistant Registry.

Posted data is for all test takers from an approved NATCEP. The knowledge and skills competency examination data are combined. Posted data also includes test takers who have not completed an approved training program, that have challenged the competency exam or have tested using the waiver checklist option.

More information about the challenge and waiver checklist options is available in the following document: [Placement on Minnesota's Nurse Aide Registry for Nurse Aides Working during the 1135 Waiver \(PDF\)](#).

The approved training program test data is provided to the Minnesota Nursing Assistant Registry. Each training program has the ability to review their own data in the [Test Master Universe \(TMU\) system](#) from Headmaster.

Questions regarding this data may be emailed to: nar.coord@state.mn.us.

[Find a Nurse Aide Testing Site](#)

[Minnesota Nurse Aide Testing:
D&S Headmaster](#)

CONTACT INFO

Nursing Assistant Registry
651-215-8705
800-397-6124 (toll-free)
health.fpc-nar@state.mn.us

Test Data

- [2022](#)
- [2021](#)
- [2020](#)
- [2019](#)

2022

[Nursing Assistant Test Results - Q3 2022 \(XLSX\)](#)

2021

[Nursing Assistant First Time Takers - Q4 2021 \(PDF\)](#)

CMS 1135 Waiver



CMS 1135 Waiver Update

- On October 5, 2022, CMS granted Minnesota an extension to the 1135 Waiver. It will end on April 5, 2023
- PHE ending 5/11/23 per Biden administration
- MDH will not request an additional extension
- Nurse aides who wish to continue working after the waiver expires must be on the registry by August 5, 2023

1135 Waiver- Interstate Endorsement

- Under the 1135 Waiver, nurse aides from out of state may work without active status on the registry
- **After April 5, 2023**, an interstate endorsement is required. For more information, see: [How to Get on the Nursing Assistant Registry - Minnesota Department of Health \(state.mn.us\)](#)

CMS 1135 Waiver Information – MDH NAR Webpage

- NAR home page, forms and links available regarding the 1135 Waiver extension
- [Nursing Assistant Registry - Minnesota Department of Health \(state.mn.us\)](https://state.mn.us)
- [CMS 1135 Nurse Aide Training Waiver Expiration FAQ \(state.mn.us\)](https://state.mn.us)
- [Placement on Minnesota's Nursing Assistant Registry for Nurse Aides Working during the 1135 Waiver \(state.mn.us\)](https://state.mn.us)
- [Nurse Aides Working under 1135 Waiver during a Public Health Emergency \(state.mn.us\)](https://state.mn.us)

Skills Checklist Available

NURSE AIDES WORKING UNDER 1135 WAIVER DURING A PUBLIC HEALTH EMERGENCY

Skills and Knowledge (42 CFR § 483.152) Facilities need to maintain documentation of competency (by demonstration or knowledge test completed by the nurse aide) for all bolded areas.	Check if completed	RN/LPN Initials
1) At least a total of 16 hours of training in the following areas		
Communication and interpersonal skills <ul style="list-style-type: none"> ▪ Hearing aid placement 		
Infection control <ul style="list-style-type: none"> ▪ Handwashing ▪ Applying PPE 		
Safety/emergency procedures, including Heimlich maneuver <ul style="list-style-type: none"> ▪ Clear obstructed airway/abdominal thrusts 		
Promoting residents' independence		

Candidate Handbook Updates



Locating MN Nurse Aide Candidate Handbook

Nursing Assistant Registry - MN Dept. of Health

NURSING ASSISTANT REGISTRY

- [NAR Home](#)
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COVID-19 Updates

[Temporary Health Care Workers Urgently Needed in Long-term Care and Assisted Living Facilities](#): If you are a health care worker (licensed or unlicensed RN, LPN, or nursing assistant) willing to assist long-term care providers experiencing a staffing shortage due to a COVID-19 outbreak in their facility, please fill out the form at the link above.

Announcements

December 9, 2022: Test Advisory Panel review of Nurse Aide Competency Test questions complete; Updated test questions will be used beginning Jan. 2, 2023

Earlier this month, MDH convened a group of experts, called a Test Advisory Panel

MN Nurse Aide Candidate Handbook Effective 1/2/23



Minnesota Nurse Aide Testing Services

Innovative, quality technology solutions throughout the United States since 1905.

Headmaster is honored to be approved by the Minnesota Department of Health to offer Certified Nurse Aide Testing Services to the Minnesota Health Care Community. We look forward to working with everyone involved with Certified Nurse Aide Training and Testing in Minnesota!



Candidates	Training Programs - Test Sites	Test Observers	Contacts
TestMaster Universe (TMU®) Minnesota TMU® Login Minnesota Candidate Handbook Version 5.1 Update Effective January 2, 2023 - Version 5.1 Minnesota Candidate Handbook Version 5.0 Practice Tests - Click Here - Then Look at the Left Column. Test Out - Candidate Challenge Check with your Test Site of Choice Some Test Sites Accept this Downloadable Form Find a Test Site Near You. Asterisk * indicates the program is a Test Site Text Version of the Knowledge Test Instructions Text Version of the VIRTUAL Knowledge Test Instructions Text Version of the Skill Test Instructions ADA Accommodat Form 1404MN: Fill online, attach diagnoses and SUBMIT Requesting a Login for TMU® Instructor Login Request <small>You will need a reader to view and print some documents. You may download if here...</small>	Minnesota Recording Form Minnesota Mock Skills Test Site Agreement Form 1502MN: Fill online and SUBMIT Test Site Equipment List Form 1503MN: Fill online and SUBMIT Large Lab Waiver Submission Tips and Attachments Test Site Instructions How To Change Number of Seats and Reschedule a Candidate. UNDERSTANDING THE PROGRAM REPORTS <small>Please see the Fluid Intake Cup order form on our main page under Nurse Aide.</small> Test Master Universe TMU® How To Guides Narrated 4 min - Instructors How To Enter, Complete & Incomplete Students in TMU® Instructor Guide: How To Enter Students in TMU® Instructor Guide: How to Complete Student Training in TMU® Instructor Guide: How to Incomplete a Student that didn't Complete Training in TMU®	Test Observer Application Form 1500MN: Fill online and SUBMIT All Other Test Observer Independent Contractor Forms - EXCEPT 1500MN	Please feel free to contact us if you have questions, concerns, or suggestions about our service. We value the feedback we receive from everyone involved in the Minnesota Nurse Aide training, testing, and certification process. D&S Diversified Technologies - HEADMASTER PO Box 6609 Helena, MT 59604 TMU (Software) Questions Toll Free Phone: 888-401-0462 Fax: 406-442-3357 MN Registry Questions Phone MDH: 651-215-8705 Testing Questions: Check with your selected Test Site minnesota@hdmaster.com

MN Nurse Aide Candidate Handbook- Version 5.1

Minnesota Nurse Aide Candidate Handbook

EFFECTIVE FOR TESTING: January 2, 2023 | *Update Effective: January 2, 2023*

Version 5.1

Updates to the Nurse Aide Candidate Handbook, effective January 2, 2023

This handbook has been updated with the changes described below.

- The vocabulary listing has changed to reflect the new MN active test bank of knowledge test questions. Thanks to the volunteer members of the MN TAP for doing this important work.

NEW VOCABULARY LISTING BEGINNING on page --- 39

(newly added vocabulary words are highlighted gray)

- The Test Out/Challenge Candidate information in the 'Criteria to Waive Nurse Aide Training' section has been updated (pages 2-3).
- The 'Complete your Initial Login' section has been updated (page 3).



**CANDIDATE MUST BRING A UNITED STATES GOVERNMENT
ISSUED, SIGNED, UNEXPIRED, PHOTO BEARING ID.**



Training Program Instructor Reminders



Training Program Instructor in TMU



- Must enter students within 48 hours of beginning class
- Student information must be entered in TMU as written on their acceptable form of ID

Completion of Entire Program



Students should not show as completed in TMU unless they have completed **all** coursework, skills and supervised practical training

Nurse Aide Competency Skills Test- Focused Training



RN Test Observer Skills Test-Focused Training Sessions

- Training sessions held on December 13 and December 15
 - D&SDT Headmaster (Elisa Wood) presented
- Attendance
 - 112 RN Test Observers



RN Test Observer Skills- Focused Training

- Positive Feedback
 - Recording is available on NAR home page
 - PowerPoint is posted
 - [Nursing Assistant Registry Calls - MN Dept. of Health \(state.mn.us\)](#)

Nurse Aide Competency Skills Test- Focused Training

Call documents

Nurse Aide Competency Skills Test-Focused Training (December 2022)

MDH and D&SDT Headmaster hosted sessions in December 2022 for RN Test Observers and test site coordinators focused on the following topics:

- Positioning skills documentation
- Dressing resident with affected (weak) side documentation
- Completion and transmission of recording forms
- Challenge candidate best practice
- Closing test events

Slides for the presentation and a recording are available at the links below, and will be available until April 2023.

- [2022-12-13 Nurse Aide Competency Skills Test-Focused Training \(PDF\)](#)
- [Nurse Aide Competency Skills Exam-Focused Training \(YouTube 54:48\)](#)

Program Coordinator Changes



Update MDH and Headmaster



- Training program coordinator is required to update Headmaster **and** MDH of substantive change such as new coordinator and/or contact information

Training Program Coordinator Role



- Subscribe to GovDelivery
- Provide, receive and communicate all updates and notices to all staff involved in the training program
- Ensure staff meet qualifications

- All approved training programs must designate a training program coordinator who is responsible to provide, receive and communicate all updates and notices to staff. In addition, receive periodic Nursing Assistant Registry notifications and D&SDT-Headmaster, also known as Headmaster test data.
- The training program coordinator is required to update Headmaster of substantive change such as new coordinator and/or contact information.
- *483.151 State review and approval of nurse aide training and competency evaluation programs In part... (e) Duration of approval. ...A program must notify the State ...when there are substantive changes made to that program*

Handwashing Skill Review



Mandatory First Tasks



- Handwashing skill imbedded in four skills
- Candidates will perform one of the four skills as a mandatory first task

Mandatory First Tasks (cont)

- Assist resident with use of bedpan, measure and record urinary output with handwashing
- Catheter care for female resident with handwashing
- Don PPE (gown and gloves), emptying urinary drainage bag, measure and record urine output and remove PPE with handwashing
- Perineal care for female resident with handwashing

Handwashing Steps

Turn on water.

Wet hands and wrists thoroughly.

Apply soap to hands.

Rub hands together using friction with soap.

Scrub/wash hands together for at least twenty (20) seconds with soap.

Scrub/wash with interlace fingers pointing downward with soap.

Wash all surfaces of hands with soap.

Wash wrists with soap.

Clean fingernails by rubbing fingertips against palms of the opposite hand.

Rinse fingers, hands and wrists thoroughly under running water with fingers pointed downward.

Starting at the fingertips, dry fingers, hands and wrists on clean paper towel(s).

Discard paper towels to trash container as used.

Turn off faucet with a clean, dry paper towel and discard paper towel to trash container as used, or use knee/foot control to turn off faucet.

Do not re-contaminate hands at any time during the hand washing procedure.

Important Reminders

- **Scrub/wash hands together for at least twenty (20) seconds with soap-key step**
- Turn off faucet with a clean, dry paper towel and discard paper towel to trash container as used, or use knee/foot control to turn off faucet
- **Do not re-contaminate hands at any time during the hand washing procedure-key step**

Locating Skills

Candidates	Training Programs - Test Sites
TestMaster Universe (TMU©)	Minnesota Recording Form
Minnesota TMU© Login	Minnesota Mock Skills
Minnesota Candidate Handbook Version 5.1 Update Effective January 2, 2023 - Version 5.1	Test Site Agreement Form 1502MN: Fill online and SUBMIT
Practice Tests - Click Here - Then Look at the Left Column.	Test Site Equipment List Form 1503MN: Fill online and SUBMIT
Test Out - Candidate Challenge Check with your Test Site of Choice Some Test Sites Accept this Downloadable Form	Large Lab Waiver Submission Tips and Attachments
Find a Test Site Near You. Asterisk * indicates the program is a Test Site	Test Site Instructions How To Change Number of Seats and Reschedule a Candidate.
Text Version of the Knowledge Test Instructions	UNDERSTANDING THE PROGRAM REPORTS
Text Version of the VIRTUAL Knowledge Test Instructions	Please see the Fluid Intake Cup order form on our main page under Nurse Aide.
Text Version of the Skill Test Instructions	Test Master Universe TMU© How To Guides
ADA Accommodaton Form 1404MN: Fill online, attach diagnoses and SUBMIT	Narrated 4 min - Instructors How To Enter, Complete & Incomplete Students in TMU©
Requesting a Login for TMU©	Instructor Guide: How To Enter Students in TMU©
Instructor Login Request	Instructor Guide: How to Complete Student Training in TMU©
	Instructor Guide: How to Incomplete a Student that didn't Complete Training in TMU©

Survey Findings



Training Program Surveys



- Supervised Practical Training (SPT)
- Requirements prior to completing SPT in a facility

Supervised Practical Training (SPT)



§483.152 in part....

*Supervised practical training means training in a laboratory or other setting in which the trainee demonstrates knowledge while performing tasks on an **individual** under the direct supervision of a registered nurse or a licensed practical nurse*

- Minimum of 16 hours of SPT is required for an MDH approved training program
- Instructor must document date, time, location and completion of proficiency of skills in the class records
- SPT hours are not to be performed in combination with skill practice time

Prior to SPT in Facility Setting



- Tuberculosis screening and testing
- Criminal background study
- Documentation of both to be kept with class records
- Not needed if SPT in lab setting

Survey Results

PRINTED: 10/11/2021
FORM APPROVED

Minnesota Department of Health

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: ██████████	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING _____	(X3) DATE SURVEY COMPLETED 09/29/2021
NAME OF PROVIDER OR SUPPLIER ██████████ COLLEGE		STREET ADDRESS, CITY, STATE, ZIP CODE ██████████	
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)
8 00	Initial Comments ██████████ College was found to meet the requirements of 42 CFR 483.75(e) and 483.150 to 483.154 for Nurse Aide Training and Competency Evaluation.	8 00	

- Form CMS 2567
- Statement of Deficiencies
- Communicates to provider deficient findings, if any

In Facility NA Testing



In Facility Testing Available

- **Lifecare, Roseau, MN**
 - Open for testing
 - kdunham@lifecaremc.com for further information.
- **North Shore Health, Grand Marais, MN**
 - Limited availability
 - jon.moe@northshorehealthgm.org
- **Perham Living, Perham, MN**
 - Open for testing
 - Tracy.Brockpahler@PerhamHealth.org

In-Facility Testing Available

- **Good Samaritan Society– Albert Lea, MN**
 - (605) 312-7422
 - amy.anderson3@sanfordhealth.org
- **Good Samaritan Society– Pipestone, MN**
 - (507) 825-5428
 - kara.schoenfeld@sanfordhealth.org

Resources Available



[Nursing Assistant Registry - MN Dept. of Health \(state.mn.us\)](#)



MENU

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Available to Training and Testing Programs

- NAR home page under employer and training program resources
- Use as reference tool

[Federal Nurse Aide Training and Competency Evaluation Program Resource \(state.mn.us\)](#)

[NATCEP Survey Worksheet \(state.mn.us\)](#)

[Nurse Aide Competency Test Site Survey Form \(state.mn.us\)](#)

Assistance Available



MDH Offering 1:1 Training on TMU reports for all Training Programs

- Programs may participate in a 4-week program that targets maximizing the TMU data reports to use data to inform instruction, which may assist in improving learner outcomes
- If you are interested, please contact Michelle Chrastek at michelle.chrastek.c19@state.mn.us
- Include your full name, program name and position title

- ✓ Knowledge test data and update
- ✓ CMS 1135 waiver ending
- ✓ Updated Candidate Handbook
- ✓ RN instructor reminders
- ✓ Skills Focused Training
- ✓ Handwashing skill review
- ✓ Training Program and Test Site Surveys
- ✓ Resources available



- MDH having internal discussion about future calls
- Check the [NAR Calls website](#) for call details

Questions?



Program Contact Information

Training Program Questions:

Health.NAR.coord@state.mn.us

Nursing Assistant Registry Questions:

Health.FPC-NAR@state.mn.us

NAR Home Page:

<https://www.health.state.mn.us/nar>

Contact Information

Liz Silkey, Regional Operations Supervisor,
elizabeth.silkey@state.mn.us

Brenda Fischer, Regional Operations Manager,
brenda.fischer@state.mn.us