WHAT TO EXPECT DURING YOUR SKILLS TEST

1. Turn off (“power-down”) your cell phone now.  
2. Read this information carefully.  
3. If you have questions, ask.

Welcome to your State Competency Exam!  During the registration process, we need to maintain a quiet environment to focus on completing paperwork correctly, so please keep your voices down. After registration, there will be a brief orientation, to answer questions you may have.  After orientation, two groups may be formed.  One group will follow the Charge Nurse to complete the skills test, while the other group remains with the Proctor to complete the written test.  There may be a waiting period between tests.  The Charge Nurse will instruct each group to remain in a designated waiting area.  Thank You for your cooperation.

We understand that test-taking can be stressful for some.  Feeling nervous is completely normal.  Please, take a deep breath and try your best to relax today.

Breaks / Lunch:

The schedule does not allow for a formal break time or lunch time, and leaving the building is not permitted.  Feel free to eat or snack during any waiting period (in the areas designated by the Charge Nurse or Proctor).

No eating or snacking in Written Test Room, while the test is in progress.  No eating or snacking at any time in Skills Test Room.  You can keep your water bottle at all times.

You will be evaluated on your demonstration of the following:

1. **Handwashing** – You will actually demonstrate at a real sink, using soap and water.
2. One (1) **Station A Skill** – Personal Care
3. One (1) **Station B Skill** – Vital Signs, Measurements, or Isolation
4. One (1) **Station C Skill** – Positioning, Transferring, Restorative Care, or Bed-making
5. Your overall demonstration of the Six Principles of Care at Stations A, B, and C

   *Infection Control – Privacy – Safety – Dignity – Independence – Communication*

**When you arrive at Station A, Station B, and Station C:**

- You will be shown the supply area, the resident’s room and doorway, and the **SIGNS** posted on the wall:
  
  **SINK – CURTAIN – THE SIX PRINCIPLES OF CARE – NAME OF THE STATION (Station A, Station B, or Station C)**

- The **SINK** sign is a reminder that a sink is present (wherever you want it to be), so just **verbalize** when you would wash your hands.

- The **CURTAIN** sign is a reminder that a curtain is present in the resident’s room, so just **verbalize** the closing and opening of the curtain.

- The **SIX PRINCIPLES OF CARE** sign is a reminder that all Six (6) Principles must be demonstrated at Station A, Station B, and Station C.

- You will be asked to **select one card** from a group of cards that have been placed **face-down**.

- You will read the **Information** printed on the card: **the skill number, the skill name, and the skill scenario (story).**

- The last words printed on the card are: “You may begin/start now.”  At this point, you will start your skill demonstration.

- Your skill card will remain **face-up** and **you may look at the card during your skill demonstration.**

- At each Station, you will have a maximum of **10 minutes** to complete your skill.  As you demonstrate your skill, the RN/Skill Evaluator will **observe, evaluate, and document** on Skill Sheets, while keeping you aware of time remaining.
- All skills require an **Opening** and **Closing** Procedure.
- Depending on your skill, your real resident may be a live person or a manikin. **You must demonstrate your skill** and communicate, as if you are really at work, caring for and speaking with a real resident. The RN/Skill Evaluator is not in the resident’s room with you, so please **focus on your resident**. Each resident has a real ID band with a name.
- Please tell the Charge Nurse if you have any concerns regarding **playing the role of the resident**.
- You must really use the side rails, brakes, and bed controls as you would at work; **do not pretend**. However, if the side rails, brakes, or bed controls happen to be broken, then you will need to verbalize or simulate how you would use them.
- **You must actually collect and use real supplies**, including real gloves. Do not pretend to wear gloves; really wear them. Remove gloves, wash/sanitize hands and apply new gloves as needed. To avoid accidental spills and stains, do not open any containers of liquids or creams. Really collect the item, just pretend to remove the cap.
- The RN/Skill Evaluator may possibly need to intervene during your skill demonstration if there are SAFETY CONCERNS.

### Making Corrections During the Skills Test:

1. **You can verbally correct** any of the Six Principles of Care, however, some verbal corrections may also require a re-demonstration. The RN/Skill Evaluator will tell you if a re-demonstration is necessary. If a correction is made and time allows, the RN/Skill Evaluator will ask you to **re-demonstrate** by saying: “Please show me how you would do that.” You will then receive credit for your corrected demonstration.

2. When you are done with your “Closing Procedure”, the RN/Skill Evaluator will say, **“Looking at the Six Principles of Care, which are posted on the wall, is there anything that you would like to add, change, or correct about your skill demonstration?”**

3. **The RN/Skill Evaluator is not permitted** to guide or correct you during your skill demonstration. For example, if you were to ask for guidance during your demonstration, you may hear the following:
   - “Do what you think is best.”
   - “I can’t advise you...do your best.”
   - “Do what you were taught to do.”
   - “All supplies are available.”
   - “Show me what you mean by that.”
   - “I am not in the resident’s room with you.”

### Your Conduct on Exam Day:

The following actions are grounds for dismissal during registration, testing or waiting periods. The incident will be reported to the California Department of Public Health and your examination will be scored as an automatic failure.

- Use of cell phones and electronic devices [*Electronic word-to-word translators are not allowed]*
- Use of study materials [*A book that gives word-to-word translations (not definitions) is allowed: Written Test]*
- Giving help to or receiving help from anyone
- Cheating, verbal hints, coaching, pointing, suggestive body or facial gestures
- Causing a disturbance or engaging in any kind of *misconduct*
  
  *Misconduct: Behaving in an improper or unprofessional manner*

### Same-Day Test Results:

- When you have completed your last skill, the RN/Skill Evaluator at your last Station will review all Skill Sheets with you. You will be informed of your Skills Test results at this time.