

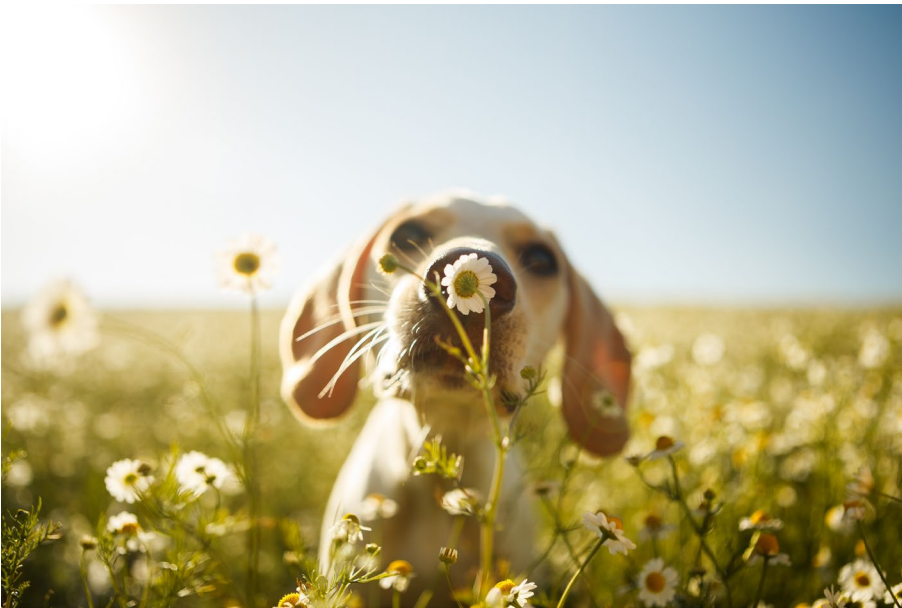


Nurse Aide Training Program and Test Site Informational Call

Nurse Aide Registry
May 13, 2024

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.
- As a reminder, please keep your cameras off to ensure adequate bandwidth.

- Skills update
 - Feeding skill implementation 8/5/24
- Top five knowledge and skills areas for improvement
- Survey findings/top deficiencies update
- Questions from April call
- Minnesota State Long-Term Care Nursing Assistant and Home Health Aide Curriculum
 - Discontinued 7/1/24
- First quarterly testing data
- Nurse aide modernization updates and clarifications
- Resources

Feeding a Dependent Resident Polling Results



Question One

1. Are you a Nurse Aide Training Program or Test Site? Select one answer.

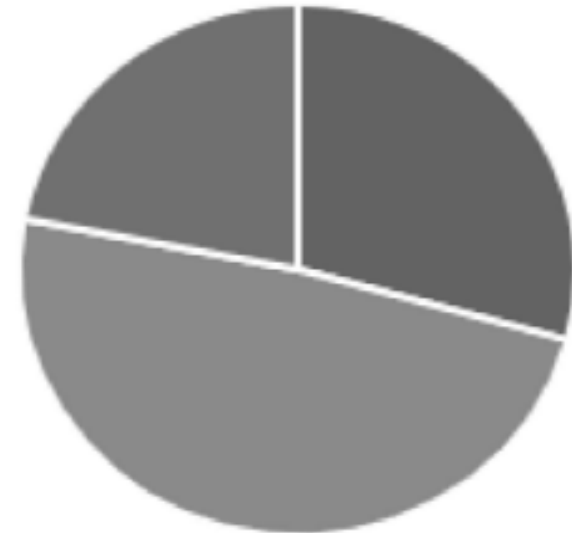
● Test Site	4
● Training Program	20
● Both a Test Site and Training Pro...	18



Question Two

2. Do you have the supplies needed for this skills test? Select one answer.

● Yes	12
● No	20
● Maybe	9



3. What supplies are you missing?

● Cups	15
● Sanitizing Agent	14
● Drinking Straws	4



4. When do you anticipate your site being ready to implement Feeding Dependent Resident skills task?

● June 1, 2024	10
● July 1, 2024	7
● August 1, 2024	25



5. Additional questions or comments about Feeding a Dependent Resident skills task MDH should be aware of.

17

Responses

Latest Responses

"Need to research sanitizing agents we have available"

Feeding a Dependent Resident



FEEDING A DEPENDENT RESIDENT

1. Perform hand hygiene.
 - a. Cover all surfaces of hands with hand sanitizer.
 - b. Rub hands together until hands are completely dry.
2. Explain the procedure to the resident. (Speak clearly, and directly, maintaining face-to-face contact whenever possible.)
3. Ask resident to state name and verify name matches the name on the diet card.
4. **Position the resident in an upright, sitting position BEFORE feeding. At least 75-90 degrees.**
5. Offer napkin, clothing protector, or towel to protect clothing from soiling.
6. Provide hand hygiene for the resident BEFORE feeding. *(Candidate may use a disposable wipe and dispose of in trash can –or– wash resident’s hands with soap and a wet washcloth –or– they may rub hand sanitizer over all surfaces of the resident’s hands until dry.)*
7. Ensure resident's hands are dry BEFORE feeding. *(If a wet washcloth with soap was used, the candidate will need to dry the resident’s hands. If a disposable wipe or hand sanitizer was used, must make sure hands are dry.)*
8. Place soiled linen in designated laundry hamper, or dispose in appropriate container, if used.
9. Sit in a chair, facing the resident, while feeding the resident.
10. Describe the food and fluids being offered to the resident.
11. Offer each fluid frequently.
12. Offer small amounts of food at a reasonable rate.
13. Allow resident time to chew and swallow.
14. Wipe resident's hands and mouth AFTER the feeding demonstration.
15. Remove clothing protector or napkin and place in appropriate container, if used.
16. Leave resident sitting upright in bed with the head of the bed set up to at least 75-90 degrees.
17. Record estimated intake of total food consumed in a percentage on the previously signed recording form.
18. *Candidate's calculation must be within 25 percentage points of the RN Test Answer's.*

Feeding a Dependent Resident Skill

FEEDING A DEPENDENT RESIDENT

Perform hand hygiene. a. Cover all surfaces of hands with hand sanitizer. b. Rub hands together until hands are completely dry.	
Explain the procedure to the resident. (Speak clearly and directly, maintaining face-to-face contact whenever possible.)	
Ask the resident to state their name and verify their name matches the name on the diet card.	
Position the resident in an upright, sitting position BEFORE feeding. At least 75-90 degrees.	
Offer a napkin, clothing protector, or towel to protect clothing from soiling.	
Provide hand hygiene for the resident BEFORE feeding. <i>(Candidate may use a disposable wipe and dispose of it in a trash can –or- wash resident’s hands with soap and a wet washcloth –or- they may rub hand sanitizer over all surfaces of the resident’s hands until dry.)</i>	
Ensure the resident's hands are dry BEFORE feeding. <i>(If a wet washcloth with soap was used, the candidate will need to dry the resident’s hands. If a disposable wipe or hand sanitizer was used, must make sure their hands are dry.)</i>	
Place soiled linen in a designated laundry hamper or dispose in the appropriate container if used.	
Sit in a chair, facing the resident, while feeding the resident.	
Describe the food and fluids being offered to the resident.	
Offer each fluid frequently.	

Feeding a Dependent Resident Skill

Allow resident time to chew and swallow.	
Wipe the resident's hands and mouth AFTER the feeding demonstration.	
Remove the clothing protector or napkin and place in an appropriate container if used.	
Leave the resident sitting upright in bed with the head of the bed set up to at least 75-90 degrees.	
Record intake as a percentage of total solid food eaten on the previously signed recording form.	
The candidate's calculation must be within 25 percentage points of the RN Test Observer's.	
Record estimated intake as the sum of total fluid consumed in mls on the previously signed recording form.	
The candidate's calculation must be within 30mls of the RN Test Observer's.	
Place call light or signaling device within easy reach of the resident.	

Feeding a Dependent Resident Final Steps

	Maintain respectful, courteous interpersonal interactions at all times.	
	Perform hand hygiene. a. Cover all surfaces of hands with hand sanitizer. b. Rub hands together until hands are completely dry.	

Cup Specifications and Size



Cup

- Straight sided
- Space on top of cup
- 1- cup contains 240ml
 - 9 oz cup (270 ml)
- 1- cup contains 120 ml
 - 5 oz cup (150 ml)



Fluids

- 1- 120 ml fluid in cup
- 1- 240 ml fluid in cup
- Straw
- Juice, water or other fluids preferred by actor



- Disposable spoon
- Single serve food item
 - Applesauce
 - Pudding
 - Sorbet, Sherbet
 - Ice cream

Cup Supply, no Disposable Available

Can purchase online from various vendors as long as meets specifications

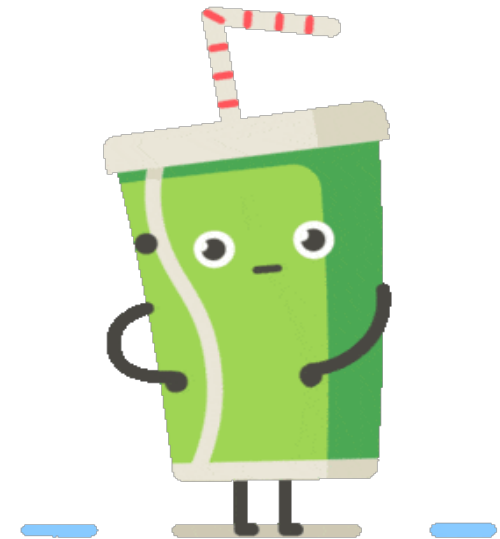
- Clear, no measuring lines or numbers
- Straight sided
- Ability to contain 240 ml and 120 ml, with space on top of glass

Headmaster

- Minnesota@HDmaster.com
- 1-888-401-0465
- Place an order

Sanitize Cups

- Provide guidance how to sanitize a cup when used by student, candidate or actor
- Process decrease risk of cross contamination when using same cups with different actor's/candidates.
- All training programs and testing sites



What is Needed for Sanitization

Supplies:

- Household Dish Detergent
- Sanitization Agent/wipes
- Water



The solution must kill these viruses, identified on the sanitizer label:

- Hepatitis A
- Influenza
- Norovirus

Sanitizer Specifications

- EPA registration number will be on product label
- Directions sanitizing food-contact surfaces
- Does not require a water rinse-must contain
 - Chlorine bleach (non-scented)
 - Quaternary ammonium compounds (“quats”)
 - Iodine **OR**
- Other chemical sanitizers approved by FDA under 21 CFR 178.1010 [FDA 21 CFR 178.1010 sanitizing solutions](#) OR
- EPA under 40 CFR 180.940 [eCFR :: 40 CFR 180.940 Food-contact surface sanitizing solutions](#)

Test Day Cup Sanitization

- Candidate will assist the actor to consume fluids from the cup using a straw. Each cup may have either one straw each cup OR one straw between two cups
- Once the test is completed, the actor will empty the cups and discard the straws
- Actor or a designee will rinse the cups with fresh water and sanitize the touch/contact/outside surfaces of the cup using a registered sanitization solution/wipe
- Let air dry
- Different actors should not use same cup unless the End of Test Day Sanitization Process was implemented

End of Test Day Sanitization

- When testing is finished for the day
- Actor or a designee will wash the cups with household detergent
- Rinse with clean water
- Use the sanitizer solution and wipe all surfaces of the cup inside and out
- Once cleaned and sanitized, the cup will be left to air dry before storing or reusing the cup
- **Sites may utilize commercial dishwasher if available**



Changes to Nurse Aide Skills Test, effective Aug. 5

Nurse aide candidates will resume testing on the *Feeding a Dependent Resident* skill task that was suspended during the public health emergency.

During the public health emergency, the Minnesota Department of Health (MDH) suspended some portions of the Nurse Aide Skills Test to reduce the risk of COVID-19.

Beginning Monday, August 5 nurse aide candidates will resume testing on the *Feeding a Dependent Resident* task, and should be prepared for it to be included as a required task on the Nurse Aide Skills Test.

Information about the task and the steps required to perform the task successfully are listed on page 43 of the Minnesota Nurse Aide Candidate Handbook. The handbook will be updated to reflect that this skill is part of the exam.

Test sites should also review the instructions for sanitizing cups after the *Feeding a Dependent Resident* skill task that have been posted on the [Nurse Aide Registry Testing Information page](#) of the MDH website.

Nurse Aide Registry Testing Page

[Nurse Aide Testing Information - MN Dept. of Health \(state.mn.us\)](#)

NURSE AIDE REGISTRY

Testing Information

MDH selected D&SDT-Headmaster as the test contractor for placement on the Minnesota Nursing Assistant Registry. Testing on the Headmaster platform began on Feb. 1, 2022. Testing materials, candidate handbooks, and information about training sessions for the platform are posted on the [D&SDT-Headmaster - Minnesota Nurse Aide website](#).

Registration for the Nurse Aide Skills and Knowledge tests is now open on the Minnesota State Colleges and Universities (MNSCU) website. Nurse Aide candidates who have completed their training program or would like to challenge the test can register for a date and time at the [Minnesota State Nursing Assistant Testing](#) website.

- [Candidate handbook updates](#)
- [Sanitizing cups after the *Feeding a Dependent Resident* skill task](#)
- [Frequently-asked questions](#)

Knowledge Test Areas for Improvement



Areas for Improvement



Top Five Vocabulary Words Missed

- ✓ Oral care
- ✓ Bed cradle
- ✓ Responsibility
- ✓ State tested
- ✓ Indwelling catheter

- Providing oral care to residents in a variety of situations or conditions
- Conditions range from residents able to consume food and drink orally, to end of life cares or comatose resident
- Frequency of providing oral care
- 64% Missed



- Function and purpose behind use of bed cradles in long term care facilities
- Many facilities are continuing to utilize bed cradles for patients at risk
- 63% missed

Responsibility of Nurse Aide

- Provide quality care following care plan
- Report/share resident information with nurse
- Record/document tasks and observations
- 62% missed

- Individuals must complete testing within 24 months of training program completion date
- This information is identified in the MN Candidate Handbook in numerous areas
- 59% missed

- 54% missed
- Provide catheter care as directed on the care plan
- Report changes to urine to the nurse

Skill Test Areas for Improvement



- Catheter care for female and handwashing
- Assisting resident to ambulate using a gait belt
- Position resident in bed on side
- Perineal care for female and handwashing
- Vital signs: count and record resident radial pulse and respirations

Catheter Care for Female and Handwashing

Overall pass rate 88.7%

- Dries equipment
- Rinses at least 4 inches away from meatus down the catheter
- While rinsing, use clean portion of washcloth for each stroke-key step
- Rinses equipment
- While washing, use clean portion of washcloth for each stroke-key step

Position Resident in Bed on Side

Overall pass rate: 85.9%

- Direct RN test observer to stand on side of bed opposite working side of the bed to provide safety
- From the working side of the bed, gently moves resident's upper body, hips and legs toward self
- Place/adjust pillow under resident's head for support
- Repositions resident's arm and shoulder so resident is not lying on arm

Assisting Resident to Ambulate Using a Gait Belt

Overall pass rate: 88.3%

- Provide privacy
- **Locks bed brakes to ensure resident safety-key step**
- Tighten gait belt
- Perform hand hygiene



Perineal Care for Female and Handwashing

Overall pass rate: 89.3%

- Use clean, soapy washcloth to wash rectal area
- **Wash rectal area from front to back-key step**
- Use clean washcloth to rinse rectal area
- Rinse soap from rectal area from front to back
- Dry equipment

Perineal Care for Female and Handwashing, cont

- **Use clean portion of washcloth with any stroke-key step**
- Use clean washcloth for rinsing rectal area
- Use clean portion of washcloth with any stroke
- Pat rectal area from front to back



Vital Signs: Count and Record Resident Radial Pulse and Respirations

Overall pass rate: 82.9%

- **Candidate's recorded radial pulse within 4 beats of RN test observer's recorded rate-key step**
- **Candidate's recorded respiratory rate within 2 breaths of RN test observers recorded rate-key step**
- Place call light or signal calling device within easy reach of the resident
- Perform hand hygiene

Survey Findings



Supervised Practical Training (SPT)

Supervised practical training (SPT) means training in a laboratory or other setting in which the trainee demonstrates knowledge while performing tasks on an individual.

- May be in lab or facility
- Minimum of **16 hours**
- Programs combining skills practice and SPT hours
- Hours must be clearly documented with dates and time spent

Training programs lacking sufficient training equipment

- Using elevated cot
- Lacking wheelchair
- Insufficient PPE

Refer to [Nurse Aide Training Equipment \(state.mn.us\)](https://state.mn.us)

Program Attendance

Training programs lacking policy or process to document attendance, absences and ability to make up missed time



Questions from April Call



Question #1

Q: If training or testing done in a LTC setting- can the cups be sent to the kitchen to be washed with other facility dishes?

A: Yes, if the facility has a commercial dishwasher, this is the preferred practice.



Q: Is it possible to add the option to print or create a PDF of a candidate's NA certificate with the new search feature?



A: The nurse aide can print their certificate from the nurse aide search page.

Minnesota State Long Term Care Nursing Assistant and Home Health Aide Curriculum



- Starting July 1, 2024, current users of the **Minnesota State Long-Term Care Nursing Assistant and Home Health Aide Curriculum** will not be able to access the current curriculum and will no longer be approved for use
- **Minnesota State Health Care Core Curriculum/Nursing Assistant (HCCC/NA)** curriculum is also being discontinued as of **July 1, 2024**, and will be removed from the list of Minnesota-approved curricula
- If programs choose the new version, portions of the old curriculum may not be combined with the 2024 edition

- Training programs that have declared Minnesota State Long-Term Care Nursing Assistant and Home Health Aide curriculum, have until **June 30, 2024**, to decide whether they will transition to the **Minnesota Nurse Aide Curriculum 2024 Edition**
- Training programs may choose another approved curriculum as identified on the [MDH approved training curricula page](#)
- Training programs choosing to use a different curriculum must notify MDH which curriculum they intend to use by emailing health.nar.coord@state.mn.us

Informational Webinar Recording Available

For more information regarding the **Minnesota State Nurse Aide Curriculum 2024 Edition**, a webinar was held and recorded in January.

To watch on-demand, register at this link:

https://minnstate.zoom.us/webinar/register/WN_TdODgl5PSZK005dLkoQLiA

Training programs can utilize the MN State website to purchase the revised curriculum using the [Minnesota State Nurse Aide Curriculum page](#)

First Quarter Test Data

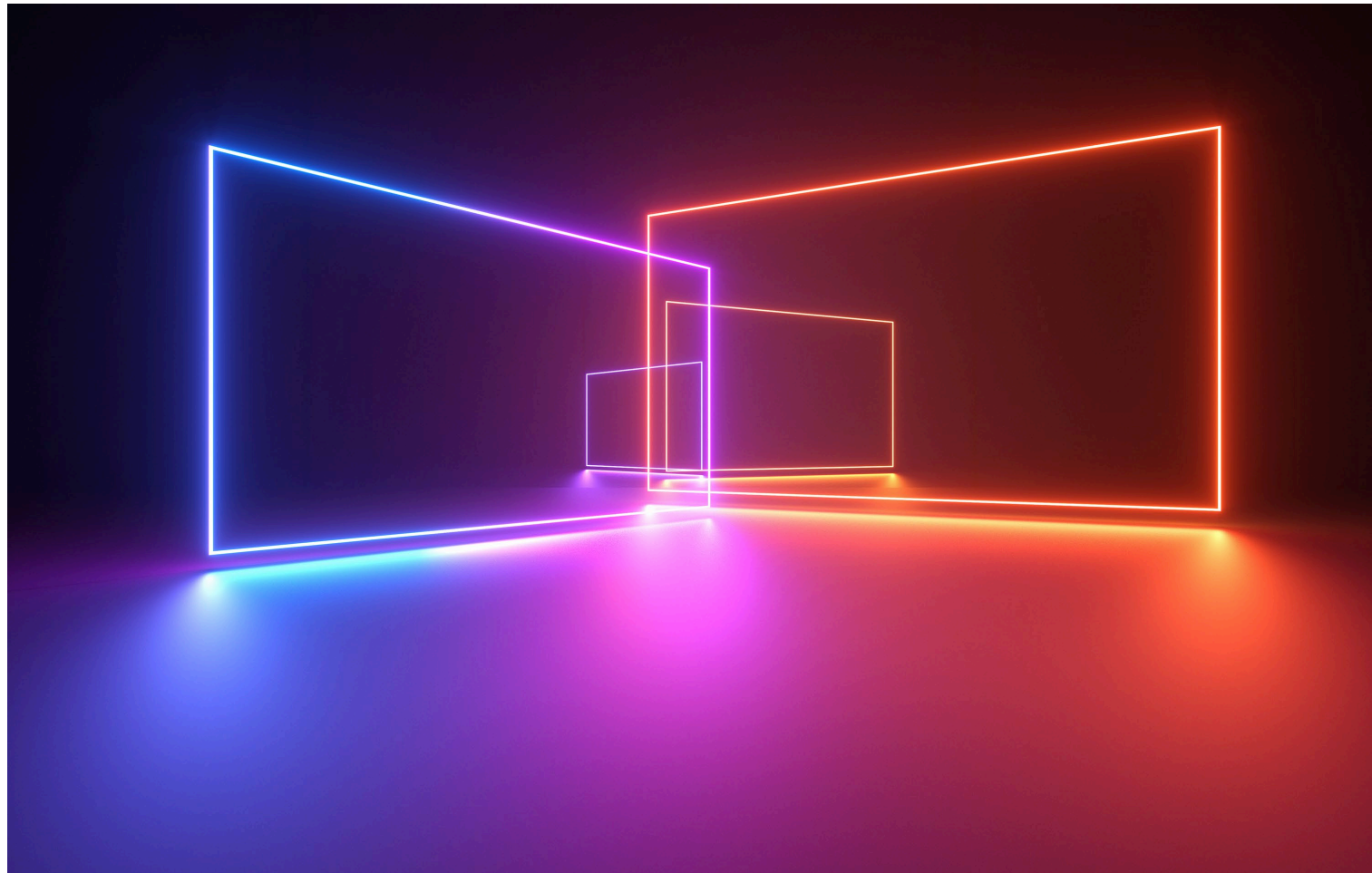


Training Program Test Data



- First quarter test data available
- [Training Program Test Data - MN Dept. of Health \(state.mn.us\)](https://state.mn.us)

NAR Modernization Overview





New and Improved Nurse Aide Registry

Kia | Federal Licensing, Certification and Registration Supervisor

Nurse Aide Registry Dates - Definitions

Dates	Definitions
Initial Date Registered	When MDH places the individual on the Nurse Aide Registry
Date Registered	A fluid date consisting of either an approved renewal date by MDH or individual's most recent testing date
Inactive Date or Expiration Date	Inactive Date means a lapse or did not renew, and Expiration Date shows a future expiration date
Most Recent Testing Dates	For Skill or Knowledge Test
Last Training Date	If individual took a training program
Test-out Candidate Only	Individuals who did not take the training program and challenges the test

Searching the Registry

m DEPARTMENT OF HEALTH Search Certificate Log in

Minnesota Nurse Aide Registry Search

Search Minnesota Nurse Aide Registry:

Registry may be searched by either the combination of first and last name, or by certificate number. For more accurate result, search by "Certificate Number".

Last Name REQUIRED

First Name REQUIRED

Social Security Number Social Security Number – Last 4 (xxxx)

Date of Birth Format: MM/DD/YYYY

Certificate Number REQUIRED

Profession

Certificate Type

- Updated search went live February 14, 2024
- Can search by Last Name and First Name only, or Certificate Number
- Last 4 SSN is no longer a requirement
- To narrow down a common name search, enter additional last four digit of the nurse aide's SSN or Date of Birth
- Select Search

Registry Dates – Example 1

Results

Your search found 1 record

Record 1 of 1

Full Name

[REDACTED]

Certificate Number

[REDACTED]

Status

Inactive

Complaints

No substantiated findings of abuse, neglect and/or misappropriation of property.

Date Registered

09/23/2016

Inactive Date

09/24/2018

Initial Date Registered

10/04/2016

Most Recent Testing Date: Skill

09/23/2016

Most Recent Testing Date: Knowledge

09/23/2016

Last Training Date*

N/A

Test-out Candidate Only

Yes

* All approved MN nurse aide training programs are a minimum of 75 hours in length.

Registry Dates – Example 2

Results

Your search found 1 record

Record 1 of 1			
Full Name [REDACTED]	Certificate Number [REDACTED]	Status Active	
Complaints No substantiated findings of abuse, neglect and/or misappropriation of property.			
Date Registered 01/10/2024	Expiration Date 12/23/2025	Initial Date Registered 02/21/2018	
Most Recent Testing Date: Skill 02/12/2018	Most Recent Testing Date: Knowledge 02/12/2018	Last Training Date* N/A	Test-out Candidate Only Yes

* All approved MN nurse aide training programs are a minimum of 75 hours in length.

Registry Dates – Example 3

Results

Your search found 1 record

Record 1 of 1

Full Name

[REDACTED]

Certificate Number

[REDACTED]

Status

Active

Complaints

Date Registered

04/30/2024

Expiration Date

04/30/2026

Initial Date Registered

04/30/2024

Most Recent Testing Date: Skill

04/30/2024

Most Recent Testing Date: Knowledge

04/18/2024

Last Training Date*

05/05/2022

Test-out Candidate Only

No

* All approved MN nurse aide training programs are a minimum of 75 hours in length.

Registry Dates – Example 4

Results

Your search found 1 record

Record 1 of 1

Full Name

[REDACTED]

Certificate Number

[REDACTED]

Status

Active

Complaints

No substantiated findings of abuse, neglect and/or misappropriation of property.

Date Registered

01/23/2024

Expiration Date

01/23/2026

Initial Date Registered

03/05/2018

Most Recent Testing Date: Skill

09/15/2022

Most Recent Testing Date: Knowledge

01/23/2024

Last Training Date*

02/20/2018

Test-out Candidate Only

Yes

* All approved MN nurse aide training programs are a minimum of 75 hours in length.

Newly Tested Nurse Aides



- Headmaster automatically imports data into the NAR system
- MDH receives the data 7 to 10 business days afterwards
- Recent test candidates must wait to create an account until an email from MDH have been received they've been added to the registry.
- Facilities must follow up to ensure that such an individual actually becomes registered

Next Steps

Facilities can extend the expiration date of a nurse aide's certificate based on the **Last Worked Date** with documentation to verify nursing or nursing-related services for monetary compensation for at least 8 hours during the previous 24 months. See pg. 490 of the [State Operations Manual \(SOM\) Appendix PP, Guidance §§483.35\(d\)\(4\)-\(6\)](#).

Please note that nurse aides who meet the requirement of the SOM and under 42 CFR [483.156\(c\)](#) and [42 CFR 483.35\(d\)](#) can renew their certificate. Non-relating nursing services does not meet the requirement to renew.

For non-nursing home and certified boarding care homes, please advise nurse aide staff to submit a renewal application in the Nurse Aide Registry system.

Thank You!

Nurse Aide Registry Credentialing Team

Health.FPC-NAR@state.mn.us

651-201-4200, Monday to Friday: 8 AM to 4 PM

Resources Available



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

NURSING ASSISTANT REGISTRY

[NAR Home](#)

[In-Facility Testing](#)

[Minnesota Nurse Aide Registry](#)

[Nurse Aide Resources](#)

[Nurse Aide Testing](#)

[Training Program and Test Site
Calls](#)

[Training Program Test Data](#)

[Contact Us](#)

RELATED SITES

[Health Care Facilities, Providers
and Insurance](#)

[Health Regulation Division](#)

SPOTLIGHT

Nurse Aide Registry

The Nurse Aide Registry lists nurse aides 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 nurse aides who have substantiated findings of abuse, neglect, and theft.

This is an online registry. Nurse aides, employers, and others can check the registry by using MDH's online system and the nurse aide's certificate number.



Announcements

Jan. 8, 2024: New and improved Nurse Aide Registry launching this week!

STAY CONNECTED

Locate NATCEP Resource

For Nurse Aides

Training and Testing

How to Get on the Nurse Aide Registry

How to Stay on the Nurse Aide Registry

How to change information on the registry

Forms

For Employers

Who can work as a nurse aide?

Searching the Registry

Semi-Annual Updates for Nursing & Boarding Care Homes



For Training and Testing Programs

Training Program & Test Site Calls

Testing Information

How to start a Nurse Aide Training Competency Evaluation Program (NATCEP)

Minnesota-Approved Training Curricula

Training Program Testing Data

NATCEP Survey Worksheet (PDF)

Nurse Aide Competency Test Site Survey Form (PDF)

General Information

Filing a complaint

Contact Information

NURSING ASSISTANT REGISTRY

[NAR Home](#)

[In-Facility Testing](#)

[Nurse Aide Registry Search](#)

[Nurse Aide Resources](#)

[Nurse Aide Testing](#)

[Training Program and Test Site
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[Training Program Test Data](#)

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[Health Regulation Division](#)

SPOTLIGHT

[Nursing Assistant Training and
Testing Sites](#)

[Minnesota Nurse Aide Testing:](#)

How to Start a Nurse Aide Training Competency Evaluation Program (NATCEP)

1. Application packet for approval of a nurse aide training program is a fillable form and available online: [Nurse Aide Training and Competency Evaluation Program \(NATCEP\) Provisional Application Form \(PDF\)](#).
2. An approved nurse aide training and competency evaluation program must be at least 75 clock hours in length. Training includes 16 hours of supervised practical training with a live person in a laboratory or other setting and curriculum instruction/skills totaling 75 hours. Location of or method of curriculum instruction and supervised practical training identified in application packet. A list of suggested equipment is available here: [Nurse Aide Training Equipment \(PDF\)](#).
3. Select a curriculum from our list of approved Minnesota nurse aide training curriculums. See [Minnesota-Approved Nurse Aide and Training Curriculum](#).
4. Federal and state regulations and program requirements included in the Federal NATCEP Resource. Nurse aide training program applicants declare in initial application to read and implement Federal of NATCEP Resource requirements. [Federal Nurse Aide Training and Competency Evaluation Program Resource \(PDF\)](#).
5. See [Frequently Asked Questions about Nurse Aide Training and Competency Evaluation Program \(PDF\)](#).
6. Qualifications for staff submitted with application for approval.

No July NAR Call



Questions?



- ✓ Feeding skill implementation 8/5/24
- ✓ Top areas for improvement
- ✓ Survey findings
- ✓ Questions from April call
- ✓ Minnesota State Long Term Care Nursing Assistant and Home Health Aide Curriculum
 - ✓ Discontinued 7/1/24
- ✓ First quarter testing data
- ✓ Nurse aide modernization updates and clarifications
- ✓ No July monthly call
- ✓ Resources



- Next call will be June 10th
- Check the [NAR Calls website](#) for call details and GovDelivery

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

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