

Introduction

Test Site Agreement

Form 1502MN



Test Site Agreement Form

Form 1502MN

Link to the [TEST SITE AGREEMENT FORM](#)

See some of the key points of this agreement on the next slides



D&S Diversified Technologies LLP
Headmaster LLP

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hdmaster@hdmaster.com | Website: www.hdmaster.com

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Minnesota Nurse Aide Test Site Agreement Form

We will allow Nurse Aide Knowledge and Skill Tests to be administered at our facility under the following guidelines:

As a MN approved Test Site, we agree to the following:

1. Schedule NO more than sixteen skill test candidates per eight-hour testing day per test team.
2. Complete and submit the Test Site Application in the Minnesota TMU@ <https://mr.tmutest.com/apply/10> to be approved as a test site and to request a login to gain secure access to TMU@. A remote test site visit will be arranged with the test site before being approved as a test site.
3. Supply an approved area for testing nurse aide (NA) candidates on the:
☐ A. Knowledge and Skill Tests, or
☐ B. Skill Test only (*Remotely proctored knowledge testing will be administered externally from outside the site.*)

The knowledge test area, if chosen, and the skill test area may be used for up to 9 hours on test day when accommodating an overbooked two-flight test event.

4. Request/Create test events in **TMU@** to fit our testing needs and test site availability and:
☐ A. Assign certified testing staff, or
☐ B. Use a certified RN Test Observer and certified test team from the statewide pool of certified test teams.
5. Schedule eligible test candidates into our test event, filling test seats with candidates eligible to test via one of the Minnesota-approved eligibility routes. Sign in to **TMU@** at <https://mr.tmutest.com> for In-Facility test sites. Call D&SDT-HEADMASTER for assistance at (888)401-0462.
6. Unannounced visits for the purpose of observing tests in progress to improve competency testing in Minnesota.
7. To meet testing demand, schedule test dates in TMU@ as far in advance as possible. (*As seen and tracked in the pipeline summary in TMU@.*)
8. On testing days, allow the certified test team (RN Test Observer, Actor, Knowledge Test Proctor—KTP) and scheduled test candidates admission to our approved Test Site.
9. Hold test teams and test candidates accountable for damage, theft, or any other act or action harmful to the test site in any way.
10. Waive liability claims against D&SDT-HEADMASTER in assuming any liability for any of the entities involved in testing. (Certified RN Test Observers, Actors, KTPs, or test candidates.)



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11. Apply for PO/credit terms with D&SDT-HEADMASTER's accounting department (the Credit Authorization Application can be found at www.hdmaster.com). I understand that if payments become delinquent, I will have to pay in advance for further test scheduling privileges using the **TMU@** testing platform.
12. Pay D&SDT-HEADMASTER for using the **TMU@** software test administration platform and other selected services:

\$23- per knowledge/oral test administered

\$30/hour- for remotely proctored knowledge test if skill only is selected in #3(B) above or if using a KTP from the statewide pool

Check ONLY one of the boxes below in the TMU@ Minnesota Test Site Application. In order to change your skill test billing status, please submit a new TEST SITE APPLICATION.

- ☐ **\$40-** per skill test administered using a test site, certified RN, and Actor as selected in #4(A) above.
- ☐ **\$70-** per skills test if using test site, certified RN, and Actor with oversight and interrater reliability reporting #4(A).
- ☐ **\$100-** per skills test if using a certified RN and Actor from the statewide pool as selected in #4(B) above.

Photographing, Videotaping or Recording Test Events

- ❖ As the MDH-approved certification test vendor for Minnesota, D&SDT-HEADMASTER must ensure the security of knowledge and skill tests and the testing process.
- ❖ Certification test events must be conducted in a distraction-free environment with high personal privacy and security. Photographing, videotaping, or recording via security or surveillance cameras or any other device while any knowledge or skill testing is being conducted is expressly prohibited unless advance written permission has been granted by D&SDT-HEADMASTER.
- ❖ To host certification test events for test candidates, you agree that no electronic recording devices will be used to record sound or video of actual test candidates, test events, or any part of test administration. You agree that to allow the recording of certification testing events in progress without the express written consent of D&SDT-HEADMASTER may result in the loss of your test site approval and/or training program approval and may subject you to prosecution by all affected parties to the full extent of the law.

TEST SITE AFFIDAVIT:

Our facility will attest on the Minnesota TMU@ Test Site Application that our Facility is under no authoritative sanctions, that the equipment and supplies per the Test Site Equipment List will be available and in good working order, that the testing rooms will be distraction-free and interruption-free on testing days, and that we have read, understood, and will abide by all listed guidelines.



Test Site Agreement Key Points

Testing and Testing Team Options

3. Supply an approved area for testing nurse aide (NA) candidates on the:

- ☐ A. Knowledge and Skill Tests, or
- ☐ B. Skill Test only (*Remotely proctored knowledge testing will be administered externally from outside the site.*)

The knowledge test area, if chosen, and the skill test area may be used for up to 9 hours on test day when accommodating an overbooked two-flight test event.

4. Request/Create test events in **TMU@** to fit our testing needs and test site availability and:

- ☐ A. Assign certified testing staff, or
- ☐ B. Use a certified RN Test Observer and certified test team from the statewide pool of certified test teams.

3. Select if your site will be offering testing for the knowledge and the skills on-site/in-person - or -

If your site will only offer the skills test (with the remote knowledge testing off-site)

4. Choose whether you will use your own certified testing staff

- or -

If you will use a certified RN Test Observer and certified testing team from Headmaster's statewide pool of certified testing teams



Test Site Agreement Key Points, cont

Billing Status

12. Pay D&SDT-HEADMASTER for using the **TMU®** software test administration platform and other selected services:

\$23- per knowledge/oral test administered

\$30/hour- for remotely proctored knowledge test if skill only is selected in #3(B) above, or if using a KTP from the statewide pool

Check ONLY one of the boxes below in the TMU® Minnesota Test Site Application. In order to change your skill test billing status, please submit a new TEST SITE APPLICATION.

- ☐ **\$40-** per skill test administered using a test site, certified RN, and Actor as selected in #4(A) above.
- ☐ **\$70** per skills test if using a test site, a certified RN, and an Actor with oversight and interrater reliability reporting #4(A).
- ☐ **\$100-** per skills test if using a certified RN and Actor from the statewide pool as selected in #4(B) above.

12. The amount your site will pay for using the TMU© software testing platform:

- \$23 per knowledge/oral test administered
- \$30/hour (\$60 total) for remotely proctored knowledge test if only the skill test option in #3(B) previous screen, or if using a KTP from the statewide pool

- \$40 - per skill test administered using a facility testing team, as selected in #4(A)
- \$70 - per skills test if using a facility testing team with Headmaster's oversight and reliability reporting
- \$100 - per skills test if using a certified RN and Actor from the statewide pool, as selected in #4(B)

Billing Reimbursement

Based on Test Site Agreement Choice

Billing Reimbursement Based on Test Site Agreement Choice



If the test site is using their own TO, Headmaster reimburses the site the cost of the exam minus what the MN server sites would pay Headmaster:

KNOWLEDGE EXAM

A. Test Site TO: **\$37.00** [$\$60.00 - \$23.00 = \37.00]

B. Headmaster TO: **\$0.00** (*no reimbursement*)

SKILLS TEST

A. Test Site TO: **\$60.00** [$\$100.00 - \$40.00 = \60.00]

B. Test Site TO/Headmaster oversight: **\$30.00** [$\$100.00 - \$70.00 = \30.00]

C. Headmaster TO: **\$0.00** (*no reimbursement*)

Testing Resources

Available on the MDH website:

<https://www.health.state.mn.us/facilities/providers/nursingassistant/infacilityresources.html>

In-Facility Testing Resources©©



Nurse Aide Registry

In-Facility Testing Resources

This page contains answers to frequently-asked questions and resources for sites that are implementing in-facility testing of the Nurse Aide Knowledge and Skills Tests. For more information about becoming an in-facility test site, visit the [Nurse Aide Registry In-Facility Testing page](#).

Resources

The following resources outline policies and procedures for test sites who are doing in-facility testing.

- [In-Facility Testing Two-Server System: Enrolling Students \(PDF\)](#)
- [In-Facility Testing Two-Server System: Payment \(PDF\)](#)
- [In-Facility Testing Two-Server System: Purchase Orders \(PDF\)](#)
- [In-Facility Testing Two-Server System: Sponsorship \(PDF\)](#)
- [In-Facility Testing Two-Server System: Test Site Reimbursement \(PDF\)](#)

Test Site Equipment List

Form 1503MN



Test Site Equipment List

Form 1503MN

Link to the **TEST SITE EQUIPMENT LIST**



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MINNESOTA NURSE AIDE

TEST SITE EQUIPMENT LIST

FOR TEST SITES: To be approved, a testing site must have all the materials listed for Testing Sites. Please refer to the following list for equipment and supplies needed by the test site or brought to the site with the RN Test Observer.

FOR RN TEST OBSERVERS: Your role is crucial. To be certified and remain active, you are responsible for checking test sites before starting each test event. Your task is to ensure that the test site equipment listed herein is available and in good working order. If not, you will report missing or inoperable test site equipment by listing it under the test irregularities in the test event before submitting your test event observations for scoring. You will carry at least the minimum equipment/supplies listed on the Additional Equipment Normally Provided by RN Observers for each test event you oversee.

EQUIPMENT/SUPPLIES PROVIDED BY TEST SITE

- At least three Internet-connected computers, laptops, or tablets in the Knowledge Test room **and/or** provide Internet access (WiFi) for RN Test Observer-provided tablets or laptops.
- Internet-connected computer, laptop, or tablet in the Skill Test room **and/or** Internet access (WiFi) access for RN Test Observer provided laptop or tablet.
- Hand washing sink with warm running water, soap, and paper towels (paper towel dispenser should be automatic advancing or pull-out type, not one that a bar or lever has to be touched to advance paper towels)
The sink must be no further than a 20-second walk from the skills demonstration area.
- Long-term care bed(s) with working bed brakes and bed controls (beds that brakes are locked when the bed is raised (legs stay down) and beds that alarm sounds when brakes are not locked are not acceptable. Brakes have to be able to be manually engaged.)
- Manikin (full body, anatomically correct – with perineal area for female)
- Working privacy curtain(s) (prefer that it is not a portable screen)
- Bedside stand
- Overbed table
- Wastebasket(s)
- Laundry receptacle(s) (hamper)
- Hand sanitizer(s)
- Disposable gloves in assorted sizes
- Toilet or commode (if a toilet is not available in the skills lab)
- Wall clocks – in the knowledge test room and skills lab (skills lab clock must have a second hand)
- Call light or signaling device (doesn't have to be a working signaling device)
- Wheelchair with working brakes and removable footrests (footrests removed for testing)
- Chair(s)
- Bedpans (Standard and Fracture)

- Linens including clean washcloths, towels, bath blankets, barriers (such as waterproof pads, chux, towels, etc.), residents' gowns (tie type, no snaps), pillows, clothing protectors
- Catheter with tubing
- Urinary drainage bag with tubing
- Washbasins
- Emesis basins
- Soap – **PERI-WASH AND NO-RINSE SOAPS ARE NOT ALLOWED**
Output measurement container/graduate
- Isolation gowns (can be reusable cloth or disposable gowns; tie closure, V-neck closure, or slip-over-the-head gowns are allowed)
- Gait belts/transfer belts
- Food tray and disposable spoons
- Dentures (one plate, upper or lower only for testing), denture container, denture brush, and cleanser
- Alcohol, alcohol pads, or antiseptic wipes
- Disposable wipes for hand hygiene in the feeding task

ROOM REQUIREMENTS

- Distraction and Interruption Free Skills Lab** – with all equipment and supplies listed available and in good working order.
 - For large skill labs, up to two test teams may operate concurrently if audio and visual privacy between them is provided, and this equipment and supply list are replicated for each area.
 - Attach/include your plan(s) for providing audio and visual privacy to mitigate distractions between the two test teams when requesting a large skill lab waiver.
 - Waivers are subject to periodic review to maintain a consistent testing experience statewide—call (888) 401-0462 with waiver questions.
- *Distraction and Interruption Free Knowledge Test Room, if applicable**
- *Holding or Waiting Area** – where candidates may wait to take the exam

*Not needed if remotely proctored knowledge testing is taking place

Due to test security, active cameras or video devices in the skills lab or knowledge test room are prohibited!



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ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY RN TEST OBSERVER

(OR MAY BE PROVIDED BY THE TEST SITE)

- RN Test Observer may provide their own laptop or tablet for skill testing and three tablets or laptops for knowledge testing (mobile testing)
- Pens/pencils for recordings
- Scratch paper
- 4 basic calculators – three in the knowledge test/one in the skills test area
- Official data recording forms (available on D&S/DT-Headmaster's Minnesota webpage)
- Small clipboard to place the recording form on
- Knee-high elastic stocking that will fit the actor
- Non-skid footwear for actors (easy to put on)
- Over-sized button-up shirt, sweat pants/shorts, socks that will easily fit over the actor's clothing
- 1 clear 240ml glass and 1 clear 120ml glass for Feeding Task (available in testing kits from D&S/DT-Headmaster)
- Sample food items (single-serve size containers of applesauce, pudding, etc.)
- Diet card (available on D&S/DT-Headmaster's Minnesota webpage), spoon, napkins, and bendable straw
- Actor's toothbrush, toothpaste, and paper cup
- Lotion for Foot Care task
- Tissue or toilet paper



- Gait/Transfer belt, you know will fit your actor
- Basic watch with a second-hand or travel clock with a second-hand
- AUDIO KNOWLEDGE TEST ADMINISTRATION:** Disposable **wired** headphones or earbuds that can plug into the computer speaker jack (Amazon sells disposable ones – Bluetooth-connected devices are not allowed)
- Pre-measured "urine" fluid amounts in unmarked containers (hint: use yellow food coloring in water for the Bedpan, Emptying Urinary Drainage Bag tasks)
- Two audible count-down timers (one for 15 minutes left warning and one for 30 minutes up) or use the countdown timer on the TMU® Observer screen

RECOMMENDED ADDITIONAL ITEMS TO CARRY IN TESTING KIT

- Washcloths and towels that you know are clean to be used during the Modified Bed Bath task on your actor
- A syringe to easily fill the drainage bag with pre-measured fake "urine"
- Soap – **PERI-WASH AND NO-RINSE SOAPS ARE NOT ALLOWED**
- Extra audible countdown timers in case a set doesn't work or batteries are dead
- Extra disposable wipes and single-serve food items for the Feeding task
- Back up hand sanitizer(s)
- Other small items you can use as backups to salvage a test event when something breaks or is missing, etc.

Testing sites and RN Test Observers may mutually agree to a different mix of equipment distribution, depending on the test site's mutual agreement. Please call D&S/DT-HEADMASTER at (888) 401-0462 if we can assist you regarding any of these issues.

TEST SITE AFFIDAVIT:

Our facility will attest on the Minnesota TMU® Test Site Application that our:

- Test Site has the equipment (or double the equipment for waiver request test sites) listed herein and will make the equipment available to the certified RN Test Observer(s) for the purpose of administering nurse aide knowledge and skill tests to nurse aide candidates at our test site for days we have scheduled test events in TMU®. (Pictures of the layout of the testing areas, equipment/supplies, etc., are to be uploaded with the MN TMU® Test Site Application.)
- Our Facility is not under authoritative sanctions. We have read, understood, and will abide by all listed guidelines.

RN TEST OBSERVER/TASE AFFIDAVIT:

RN Test Observers-TASEs will attest on the Minnesota TMU® RN Test Observer/ Test Administration Services Entity (TASE) Application that they will provide at least the equipment and supplies listed under **ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY RN TEST OBSERVER** for the purpose of administering nurse aide knowledge and skill tests to nurse aide candidates that they have committed their team to test events for any test dates created in TMU®.

Testing Security



Testing Security

From the 1502MN - Test Site Agreement Form

Photographing, Videotaping or Recording of Test Events

Photographing, Videotaping or Recording Test Events

- ❖ As the MDH-approved certification test vendor for Minnesota, D&SDT-HEADMASTER must ensure the security of knowledge and skill tests and the testing process.
- ❖ Certification test events must be conducted in a distraction-free environment with high personal privacy and security. Photographing, videotaping, or recording via security or surveillance cameras or any other device while any knowledge or skill testing is being conducted is expressly prohibited unless advance written permission has been granted by D&SDT-HEADMASTER.
- ❖ To host certification test events for test candidates, you agree that no electronic recording devices will be used to record sound or video of actual test candidates, test events, or any part of test administration. You agree that to allow the recording of certification testing events in progress without the express written consent of D&SDT- HEADMASTER may result in the loss of your test site approval and/or training program approval and may subject you to prosecution by all affected parties to the full extent of the law.



Testing Security

From the 1503MN - Test Site Equipment List

Cameras or Video Devices in Testing Rooms

Due to test security, active cameras or video devices in the skills lab or knowledge test room are prohibited!



Testing Security

Expected RN Test Observer Role and Responsibility

Test teams, including the RN Test Observers, Actors, and KTPs, are the vital link between the candidates, the exam, D&SDT-HEADMASTER, and the state agencies. The ability of each RN Test Observer to administer the nurse aide competency exam per the protocols and procedures approved by the state ensures that each candidate is afforded a fair opportunity to demonstrate his/her knowledge during the exam process. The TASE Test Team's role involves administering the nurse aide competency examination and submitting the testing documentation to D&SDT-HEADMASTER for scoring. Exams are scored in the D&SDT-HEADMASTER offices in Helena, MT, and Findlay, OH, and the results are submitted to state agencies on the day the exams are scored. Each TASE is an independent business established in the State where they provide testing. TASEs are paid on a per-test administered basis. TASEs choose the test times and dates that work best for their staff. The primary responsibility of TASE staff is to maintain the **security** and confidentiality of each exam and all exam materials. TASE staff must safeguard the **security** of all testing materials at all times. Testing materials must be in the possession of TASE staff or under direct supervision at all times.



Testing Security

From the Candidate Handbook

Security

If you refuse to follow directions, use abusive language, disrupt the examination environment, or are visibly impaired, your test will be stopped and scored as a failed attempt. You will be dismissed from the testing room and forfeit any testing fees paid. Your training program and MDH will receive a report of your behavior. Your TMU© account will be placed on a 45-day hold, and you will not be eligible to test during that time.

Anyone caught cheating who removes or tries to remove test material or takes notes or information from the test site will be reported to their training program and MDH and is subject to prosecution to the fullest extent of the law. Your test will be scored as a failed attempt, and you will forfeit any testing fees that have been paid. Your TMU© account will be placed on a 45-day hold, and you will not be eligible to test during that time. You may need to obtain permission from MDH to be eligible to test again.

Anyone caught using any electronic recording device (which includes the use of any electronic recording devices such as cell phones, smart watches, or navigating to other browsers/sites during an electronic exam, etc.), during testing, or if you give or receive help from anyone during testing, your test will be stopped, you will be dismissed from the testing room, and your test will be scored as a failed attempt. You will forfeit any testing fees paid. You will be reported to your training program and MDH. Your TMU© account will be placed on a 45-day hold, and you will not be eligible to test during that time.



RN Test Observer Documentation on Skill Tests

Presented by Pam Lesniak, RN

Dressing a Dependent Resident with an Affected (Weak) Side in Bed



CATHETER CARE FOR A FEMALE W/HAND WASHING 1.2025 Task complete

2 DRESSING RESIDENT W/AN AFFECTED (WEAK) SIDE IN BED Task started

3 ASSISTING RESIDENT TO AMBULATE USING A GAIT BELT Task not started

☒ #5 Keeps resident covered while removing gown.

☒ #6 Remove the gown from the unaffected side first. The gown was removed from the resident's side.

☒ #7 Places soiled gown in designated laundry hamper.

☒ #8 When dressing the resident in a button-up shirt, the candidate inserts their hand through the sleeve of the shirt and grasps the resident's hand.

☐ #9 When dressing the resident in a button-up shirt, the candidate dressed from the affected side first. (Candidate dressed side first.) dnd Dressed the right side first which was incorrect.

☒ #10 Assists the resident to raise their buttocks or turns the resident from side-to-side and draws the pants over the buttocks and up to the resident's waist.

☒ #11 When dressing the resident in pants, the candidate dressed from the affected side first. (Candidate dressed side first.)

☒ #12 Puts on the resident's socks.

☒ #13 Draws the socks up the resident's foot until they are smooth.

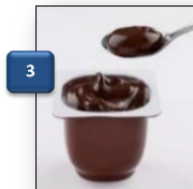
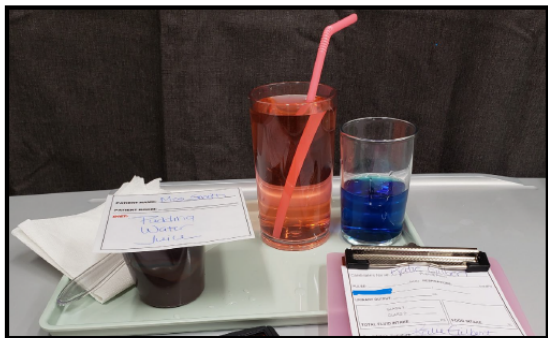
☒ #14 Leaves the resident comfortably/properly dressed. (Pants pulled up to the waist front and back and the shirt is completely buttoned and not bunched.)

☒ #15 Lower hand if raised

Example of
documenting
dressing
incorrectly/wrong
side.

1. Documenting dressing incorrectly/wrong side

Feeding a Dependent Resident Set Up



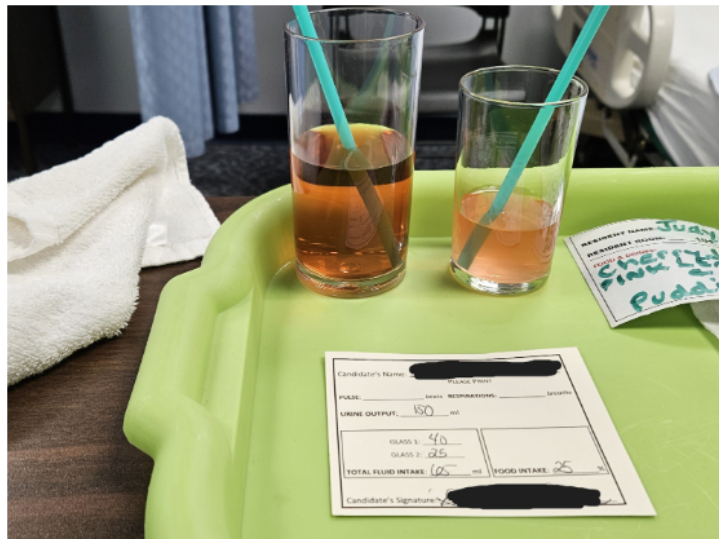
RESIDENT NAME:	Mrs. Smith
RESIDENT ROOM:	101
FOOD & DRINKS:	
Pudding Water Juice	

RN TEST OBSERVERS: Have your feeding tray set up with the correct amount of fluid in each glass **before** the candidate is brought into the skills testing room.

How the tray should look is shown in the picture above:

- 1 – 240 ml glass filled with whatever your Actor likes to drink
- 1-120 ml glass filled halfway (60ml) with whatever your Actor likes to drink
- A single-serve food item, unopened, such as applesauce, pudding, or yogurt for each candidate that has the feeding task. The single-serve container can only be used for one candidate. *(Supply whatever your Actor prefers.)*
- Diet Card, spoon, napkin, and a bendable straw

Feeding a Dependent Resident in Bed



Optional: Photo of fluid in glasses taken after candidate leaves the testing room can be uploaded to TMU as evidence of incorrect measurement for feeding skill. Name is blocked for training purposes only. In this example, the larger glass was full (240 ml) and the smaller glass which holds 120 ml was only half full (60 ml). The total should be approximately 120 ml plus 20 ml which equals 140 ml. The candidate documented 65 ml total consumed which is under the minimum 30 ml difference for this state.

Not within range
example of error
in calculating the
fluid consumed in
the feeding task.

Test Site: Creating a Test Event



In-Facility Test Site

OPEN VS. CLOSED TEST EVENT

NOTE: Your test site must be approved by MDH before you can start the application process with Headmaster

There are two options for running test events:

OPEN TEST EVENT: Open test events are publicly shared for all eligible candidates to schedule, whether they trained at your facility or not.

- Your site may enroll your students first and any remaining open seats could be filled by outside students (not trained at your facility)
- Your site can create a test event to test students from another location, without testing your own students, which is called regional testing and benefits the healthcare community as a whole by allowing more nurse aides to be tested

CLOSED TEST EVENT: A closed test event is not publicly shared and is not a scheduling option for candidates not trained at your facility. This type of event should only be used when there are enough students trained by your facility to fill all of the available test seats.

- With a closed test event, if there are any remaining seats available 48 business hours prior to the test date, Headmaster will 'open up' the test event so that the remaining empty seats can be filled by outside students (not trained at your facility)



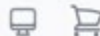
Test Site using a Headmaster Testing Team

NOTE: Your test site must be approved by MDH before you can start the application process with Headmaster

If your site decides to use an RN Test Observer and their testing team from Headmaster's statewide pool of certified RN Test Observers and testing team, the following procedure is followed to set up test events:

- The test site contact will need to reach out to Headmaster via email, minnesota@hdmaster.com, with dates your facility is free for testing
- If the test event is for just your candidates, we ask that you provide the anticipated graduation date for the class, the number of candidates needing to test, and the date(s) you would like for them to get tested
- Headmaster will reach out to one of our observers to coordinate the test date(s) you have requested
- Headmaster will contact the test site contact person via email with the dates the RN Test Observer has agreed to test
- There may be some discussions on other possible dates for testing, if an observer is not free on the date you request, therefore, we ask that you offer alternate dates

Click on –
Test Events



Welcome, Practice Test Site!

Viewing Nurse Aide (CNA) records

Inbox



See notifications regarding your account

Your Profile



Manage your personal information

Test Events



View your scheduled test event dates

Home > Testevents

Test Events

Click on –
Create

Event List

Calendar

Search ID, location, or test observation Press '/' to focus Go 1 found

Per page 15

1 Filters

Create

LOCATION

TEST DATE

TESTS OFFERED

Fantastic Observer
(262) 564-2757

01/29/2024

12:00 PM MST

#214

Ended Locked

Nurse Aide Knowledge

1 scheduled

2 seats open

Nurse Aide Skill

1 scheduled

2 seats open

Create Test Event

CHOOSE DISCIPLINE *

Nurse Aide

CHOOSE LOCATION *

Fantastic Test Site (TS)

OBSERVER *

Observer, Fantastic

PROCTOR

Select Person

ACTOR

Select Person

Total Seats

The available spots to schedule for this event

CNA KNOWLEDGE SEATS

3

CNA SKILL SEATS

3

Date & Time

The date and start time for this event

DATE & TIME *

The start time will be set in the Mountain timezone

01/30/2024 8:00 AM

+ Add Date

Event Options

Leaving **REGIONAL** checked will make the event available to candidates who did not train there. If you uncheck **REGIONAL** the event will be closed for candidates who did train there.

☒ THIS IS A REGIONAL EVENT

☐ THIS EVENT IS LOCKED FOR SCHEDULING

☐ THIS IS A FLIGHTED EVENT

☐ THIS IS A PAPER EVENT

☐ OBSERVER IS MENTORING THIS EVENT

☐ OBSERVER IS NOT PAID FOR THIS EVENT

Save New Event

Event #215 Regional

01/30/2024 8:00 AM MST



Added 1 new Test event.



Event

Tests

Files

EVENT DISCIPLINE

Nurse Aide

LOCATION

Fantastic Test Site (TS)

OBSERVER

Observer, Fantastic

PROCTOR

Observer filling in

ACTOR

Observer filling in

Change Testing Team

Date & Time

The date and start time for this event

DATE & TIME *

The start time for this event is in the Mountain timezone.

01/30/2024 8:00 AM

Location

Where this event will take place

Fantastic Test Site (TS)

123 6 st

memphis, TN 12543

Event Options

Choose the options for this event

☒ THIS IS A REGIONAL EVENT

☐ THIS IS A PAPER EVENT

☐ OBSERVER IS MENTORING THIS EVENT

☐ OBSERVER IS NOT PAID FOR THIS EVENT

Actions

Update Event



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Event



Tests



Files

Nurse Aide KNOWLEDGE

Change Seats

Fill Seats

Schedule Walk In

NAME

TESTFORM

1

2

3

Nurse Aide SKILL

Change Seats

Fill Seats

Schedule Walk In

NAME

SKILLTEST

1

2

3

Headmaster Contact Information



Headmaster Contact Information

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