

Hello all,

Time for another update. I will be on vacation next week so there will not be an update again until the week of August 15th.

New and Improved:

- As noted in the update earlier this week D&S has improved the scheduling process from the candidate's record in WebETest. You now have to 2 options when it comes to scheduling staff to test. In the scheduling section of the record (left , middle side) you will see two buttons:
 - “View test Schedule”: This will display all of the upcoming test events that meet the type of test the candidate needs to take. For example if the candidate just needs to take the written (knowledge), only those sites and dates at which the written test is being administered will appear on the schedule.
 - “Build Test Schedule”: It will allow the provider, a candidate or the MAP trainer to select a customized list of testing options for candidates based on the part of the MAP test needed, distance willing to travel from a zip code, and date range. Only those testing options that fit those criteria will show up when you click on “Create Calendar” after completing steps 1-3. This will help you narrow down the best testing opportunities for the candidate without having to see all sites across the state on the calendar.

- D&S continues to work on registry and WebETest reports that will help the provider track their staff through the training and testing process as well as the Recertification process.

- Because of the need to have time to get individualized testing materials to the tester in time for the tester to prepare for the test day, the 10 day rule between the CBT and the skills test was put in place. D&S is working to reduce the wait time between taking the CBT and the skills portions of the tests. It is being reduced from 10 days to 8 days and we will continue to work to make that gap as short as possible. There are several testers who will be submitting the results of the skills test to D&S electronically. For those skills test events, candidates may be able to schedule up to 48 hours before the event. As long as the event remains on the schedule, a candidate may be scheduled into any open slots.

- Gina Hunt's updated MAP training PPT and other training tools are now available on the DPH website. To access:
 - Go to:
Mass.gov/dph
 - In the search box type, “Medication Administration Program”
 - Click on the MAP Link

Click on MAP Trainer Tools

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Bits and Pieces;

- There are some “language” corrections that still need to be made to the registry and WebEtest screens and documents. For example instead of ‘license’ on some screens it should read “ID number”. Those changes will be made soon. Please be patient as we pursue other more time sensitive changes.
- It has been decided that if a MAP trainer is only doing in-house MAP Recertification testing, they can also do certification testing for D&S. If any MAP Trainers who meet this qualification are interested, please contact Carolyn at D&S.
- On the admission notice, the person’s name is not on the first page, and the overall form is very busy. We have asked D&S about this issue and they will be making improvements on the admission form including more detailed directions.
- When a test has to be cancelled or rescheduled, the candidate will be notified by phone and email (if email address provided) and the provider will be notified in the same manner. If the provider is not receiving these notices please contact D&S.
- Candidates will continue to be notified via mail and email when their Certification is due to expire within the next 90 days. They will receive notices again when there are 30 days left. The provider will receive these notifications as well by mail and email. Whenever possible decisions about canceling tests will be made at least 48 hours before the test event. If the provider is not receiving these notices please contact D&S.
- All requested provider and MAP Trainer PINs have been. If you have not received them, please let me know.
- All fields that are requesting a PIN will accept a 4 or 6 digit PIN even if they are requesting a 6 digit PIN.
- MAP Trainers only need to enter their ID# and 4 digit PIN anytime they are requested even if they are asked for the provider ID# and PIN.
- If when attempting to enter the results of in-house recertification into the registry the word “suspended” or “ineligible” appears under ‘abuse’ please contact me so that I can determine if

it is an error made in interpreting Red Cross record notes. In most case it is but I need to verify whether or not there are any issues.

- When we changed testing to require the candidate to pass the CBT (knowledge test) before being eligible to take the skills test we realized that the three tries could all be used up in the CBT alone. So we changed the criteria to: the candidate will be allowed 3 **failures** in any combination of the components of the certification test before they are required to be retrained and start over.

Example 1:

Jane Smith

1/1/11 Fails CBT

1/2/11 Fails CBT

1/3/11 Passes CBT

1/4/11 Fails Trans

Passes med admin

Jane has 3 failures (2 CBT and 1 Trans) so she needs retraining and starts all over with testing.

Example 2

Jane Smith

1/1/11 Fails CBT

1/2/11 Passes CBT

1/3/11 Fails Trans

Fails Med admin

Jane has 3 failures so she needs retraining and starts all over with testing

Example 3:

Jane Smith

1/1/11 Fails CBT

1/2/11 Fails CBT

1/3/11 Passes CBT

1/4/11 Fails Trans

Fails med admin

Jane has 3 failures (actually 4 because 1st med administration and transcription were done on the same day so she got a freebie) and needs retraining and starts all over with testing.

Example 4:

Jane Smith

1/1/11 Fails CBT

1/2/11 Passes CBT

1/3/11 Fails Trans

Passes Med admin

1/4/11 Fails transcription

Jane has 3 failures so she needs retraining and starts all over with testing

Thank you all for your continued support and ideas. The devil is in the details. The next conference call will be Thursday 8/18/2011 from 12-1.

Conference #: 1-866-714-3769

Participant Code: 3358907#

If you have any questions or concerns regarding the MAP testing while I am away, please contact Gina Hunt at 978-774-5000 X354 or Gina.Hunt@state.ma.us

Thank you,

Sharon