



OREGON – FORM 1503OR
TESTING SITE AND RN TEST OBSERVER EQUIPMENT LIST AND AFFIDAVIT

This form MUST be accompanied by either Form 1505OR (observer) or 1502OR (test site)

The testing site must have all of the materials necessary for RN test observers to properly administer any of the Oregon approved, randomly selected, skill tasks. The RN observer is required to review all of the skill tests they receive prior to administration and ensure that the proper test site equipment is available prior to testing. Please refer to the following list for test equipment and supply requirements.

Equipment Provided by Testing Site

- At least three internet-connected computers in Knowledge Test area and/or provide an area and WiFi for RN Test Observer provided tablets or laptops.
Internet-connected computer, laptop or tablet in Skill Test area and/or internet access for RN Test Observer provided laptop or tablet
Hand washing sink with warm running water, soap (liquid, foam or bar) (no rinse soaps are not allowed), and paper towels (sink cannot be used for dirty water disposal)
Toilet or Commode
Long term care bed with working brakes, side rails, feet and head adjustment controls, and whole bed up/down controls (beds that when not in lowest position brakes are locked (legs) or ones that sound an alarm when brakes are locked, are not allowed, must have brakes that can be manually engaged)
Wheelchair with working brakes (foot rests off for testing)
Call light or signaling device (doesn't have to be a working call light)
Hand sanitizer
Working privacy curtain(s) (portable curtains not allowed)
Wastebasket
Walker
Over bed stand
Bedside stand
Manikin (anatomically correct peri area for both female and male)
Linens including: bedspread, blanket (top linens), fitted sheets, flat sheets, pillows (4), pillow cases, bath blanket, clothing protector, incontinence pads, towels, wash cloths, and resident gown (tie type, no snap gowns)
Laundry receptacle
Gait belts
Graduate
Wash basins, emesis basins
Bedpans – 1 standard and 1 fracture pan
Dentures (upper or lower plate only), denture cup, denture brush, denture cleanser
Disposable adult briefs
Plastic garbage bags (for disposal of brief in garbage can)
Foley catheter
Urinary bag
Food tray, plate, silverware
Electronic Blood Pressure Monitor with Cuff (wrist models are not allowed)
Teaching – (bi-aural) stethoscope and two sizes of blood pressure cuffs
Temporal Contact-Slide Thermometer
Pulse Oximeter (finger type or vital signs monitor are both acceptable)

Equipment Provided by Testing Site (continued)

- Clock w/second hand in skills lab – easily visible for skills testing (near or above bed)
Clock in knowledge test room

RN Test Observer Provided Equipment and Consumables

- 2 Clear 240 ml glasses – 1 clear 120 cc juice glass
1 Clear 240 ml glass for Actor (feeding skill)
Headphones or ear buds (for oral test administration on MP3 player or computer)
Official data recording forms (provided by Headmaster) (template also available on website)
Pencils/pens, small clipboard for recording form and scratch paper
Watch or small clock with a second hand
Two audible count-down timers (one for 15 minutes left warning and 1 for 45-minute time up warning) or a multiple setting timer
CELL PHONES ARE NOT ALLOWED AS TIMERS DURING TESTING!
Alcohol/antiseptic wipes
Disposable gloves
Disposable gowns
Tissues, toilet paper
Soap (liquid, foam or bar) (no rinse soaps are not allowed)
Lotion
Pre-measured "urine" fluid amounts in unmarked containers (hint: use yellow food coloring in water) with a syringe to fill drainage bag
Sample food items, mandatory Client Diet Card (provided by Headmaster, spoon and napkins (snack size containers of applesauce, pudding etc.)
Actor's toothbrush, toothpaste, toothettes and small cup
Digital oral thermometer and sheaths for probe
Emery boards, orange sticks, nail files
Knee high anti-embolism elastic stocking that fits actor
Over-sized button-up shirt (either short or long sleeved is okay), sweat pants or shorts and socks that fit over actor clothing
Shoes – easy to put on actor
Recommended to include in your testing supplies:
Your own electronic blood pressure monitor, cuff, finger pulse oximeter, and temporal contact-slide thermometer. Wash cloths for the bed bath task.

ROOM REQUIREMENTS

- Distraction Free Skills Lab - for administration of skills exam (with all equipment and supplies listed available and in good working order)
Distraction Free Knowledge Test Room – for administration of the Knowledge Exam
Holding or Waiting Area – where candidates wait to take the exam

- Test Sites: Checking this box means I am signing for and I am authorized to sign this form on behalf of the test site listed below.
RN Test Observers: Checking this box means I am or intend to become an active certified RN test observer in Oregon and I will provide the consumable supplies and equipment necessary as listed in the RN test observer section above whenever I test candidates at an approved test site.

Test Site Affidavit: I hereby certify that:

Facility Name: Phone: ( ) -

Contact Person's Name: Email:

Address: City: State: Zip:

has and will provide the test site equipment listed above, that we will keep the equipment in good working condition, and we will make the equipment available to HEADMASTER, LLP certified RN test observers during test events at this site.

Site Administrator Signature: Date: / /

RN Test Observer Affidavit: I am an Oregon certified RN test observer and I will bring and provide the supplies and equipment required, as listed above in the RN observer section, for test events at test sites where I agree to provide consistent, unbiased, testing oversight and administration.

RN Test Observer Signature: Date: / /