



Nurse Aide Training Program and Test Site Informational Call

Nurse Aide Registry
June 10, 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.
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- 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
 - Required supplies and responsibilities
 - Candidate handbook and mock skills update
- Training Programs
 - Supervised Practical Training (SPT) and lab
 - Registered Nurse (RN) supervision
 - Roles and qualifications of other personnel
- Nurse Aide Training and Competency Exam
 - Testing time frame
 - Mandatory and random skills test tasks
- Questions from May call

- Minnesota State Long-Term Care Nursing Assistant and Home Health Aide Curriculum
 - Discontinued 7/1/24
- First quarter testing data
- No July monthly call
- Resources



Skills Update



Feeding a Dependent Resident





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.



D&S Diversified Technologies LLP

Headmaster LLP

Minnesota Nurse Aide **Candidate Handbook**

EFFECTIVE FOR TESTING: December 11, 2023

Version 6

UPDATE MAY 14, 2024

The Feeding a Dependent Resident Task will be included in testing effective August 5, 2024 (page 43).

FEEDING A DEPENDENT RESIDENT

Update: will be included in testing effective 8-5-2024.

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 the resident to state the name and verify that the 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 a 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 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.)*
7. Ensure the 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, the hands must be *dry*.)
8. Place soiled linen in the designated laundry hamper or dispose in an 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 the resident's hands and mouth AFTER the feeding demonstration.
15. Remove the clothing protector or napkin and place it in an appropriate container if used.
16. Leave the resident sitting upright in bed with the head of the bed set up to at least 75-90 degrees.
17. Record the estimated intake of total food consumed in a percentage on the previously signed recording form.

Feeding a Dependent Resident Skill

FEEDING A DEPENDENT RESIDENT

Update: will be included in testing effective 8-5-2024.

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.	

Feeding a Dependent Resident Skill

Describe the food and fluids being offered to the resident.
Offer each fluid frequently.
Offer small amounts of food at a reasonable rate.
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 estimated 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 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.	

Supplies and Responsibilities



Test Equipment List

1503MN (hdmaster.com)



Minnesota Nurse Aide Testing Services

Innovative, quality technology solutions throughout the United States since 1985.




Headmaster is honored to be approved by the Minnesota Department of Health to offer Certified Nurse Aide Testing Services to the Minnesota Health Care Community.

We look forward to working with everyone involved with Certified Nurse Aide Training and Testing in Minnesota!

Update to the MN Nurse Aide Candidate Handbook, Effective December 11, 2023:

Candidates	Training Programs - Test Sites	Test Observers	Contacts
TestMaster Universe (TMU©)	Minnesota Recording Form	All Test Observer Independent Contractor Forms for HEADMASTER MN RN Testors	Please feel free to contact us if you have questions, concerns, or suggestions about our service. We value the feedback we receive from everyone involved in the Minnesota Nurse Aide training, testing, and certification process.
MN State Login TMU©	Minnesota Mock Skills 12-11-23	RN Observer Equipment List and Affidavit Form 1503MN (Print and keep a copy for your records.)	
In-Facility TMU© Login	Test Site Agreement Form 1502MN: Fill online and SUBMIT		D&S Diversified Technologies - HEADMASTER PO Box 6609 Helena, MT 59604 TMU (Software) Questions Toll Free Phone: 888-401-0462 Fax: 406-442-3357
Minnesota Candidate Handbook Effective December 11, 2023	Test Site Equipment List Form 1503MN: Fill online and SUBMIT		MN Registry Questions Phone MDH: 651-215-8705
Practice Tests - Click Here - Then Look at the Left Column.	Large Lab Waiver Submission Tips and Attachments		Testing Questions: Check with your selected Test Site minnesota@hdmaster.com
MN State Challenge Test Sites	Test Site Instructions How To Change Number of Seats and Reschedule a Candidate.		
Infacility Challenge Application	UNDERSTANDING THE PROGRAM REPORTS		
Find a Test Site Near You. Asterisk * indicates the program is a Test Site	How to Create a Test Event (Regional&Closed)		
Text Version of the Knowledge Test Instructions	Please see the Fluid Intake Cup order form on our main page under Nurse Aide.		
Text Version of the VIRTUAL Knowledge Test Instructions	Test Master Universe TMU© How To Guides		
Text Version of the Skill Test Instructions	Narrated 4 min - Instructors How To Enter, Complete & Incomplete Students in TMU©		
ADA Accomodation Form 1404MN: Fill online, attach diagnoses and SUBMIT	Instructor Guide: How To Enter Students in TMU©		
Requesting a Login for TMU©	Instructor Guide: How to Complete Student Training in TMU©		
MN State Instructor Login Request	Instructor Guide: How to Incomplete a Student that didn't Complete Training in TMU©		
In-Facility Instructor Login Request			

 <p>D&S Diversified Technologies LLP Headmaster LLP</p>	<p>D&S DIVERSIFIED TECHNOLOGIES (D&SDT), LLP - HEADMASTER, LLP MT Office: P.O. Box 6609 Helena, MT 59604-6609 OH Office: P.O. Box 418 Findlay, OH 45839 (800)393-8664 (877)851-2355 (888)401-0462 Fax: (406)442-3357 hdmaster@hdmaster.com Website: www.hdmaster.com</p>	<p><i>Innovative, quality technology solutions throughout the United States since 1985.</i></p>
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MINNESOTA NURSE AIDE

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

*For **TEST SITES**: This list **MUST** be accompanied by form **1502MN/Contract**.*

Test and Satellite sites: Attach pictures of the equipment/supplies and layout for test site approval.

*(For **RN TEST OBSERVERS**: this form must be accompanied by forms **1500, 1501, and 1505**.)*

*For **HEADMASTER RN TEST OBSERVERS**: Sign the affidavit at the bottom of the second page and keep a copy of this form for your records.*

To be approved, a testing site must have all of the materials listed for Testing Sites. To be certified and remain active, RN Test Observers are required to review each skill test received prior to test administration and must ensure that all test site equipment and supplies are available prior to starting any testing. Please refer to the following list for equipment and supplies needed by the test site or brought to the test site with the RN Test Observer.

EQUIPMENT/SUPPLIES PROVIDED BY TESTING 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
 - 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, Velcro 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 Feeding task



D&S Diversified Technologies LLP
Headmaster LLP

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

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**ADDITIONAL EQUIPMENT NORMALLY PROVIDED BY THE
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 tester)
- 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&SDT-Headmaster's Minnesota webpage)*
- Small clipboard to place the recording form on
- Knee-high elastic stocking that will fit 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
- Sample food items *(single-serve size containers of applesauce, pudding, etc.)*
- Diet card *(available on D&SDT-Headmaster's Minnesota webpage)*, spoon, napkins and bendable straw
- Actor's toothbrush, toothpaste, and paper cup
- Lotion for Foot Care task



- Back up hand sanitizer(s)
- Basic watch with a second-hand or travel clock with a second-hand
- 1 clear 240ml glass and 1 clear 120ml glass for Feeding Task *(if needed, available in testing kits from D&SDT-Headmaster)*
- **AUDIO KNOWLEDGE TEST ADMINISTRATION:** Disposable headphones/earbuds that can plug into the computer speaker jack
- 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 time 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 count-down timers in case a set doesn't work or batteries are dead

Headmaster RN Test Observer

RN Test Observer to supply for feeding skill:

Calculator

Recording form

Sample food items

Diet card

Spoon, napkins and bendable straw

Two clear straight sided glasses, with ability to hold 240ml and 120ml

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 glass 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 diseases, 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](#)

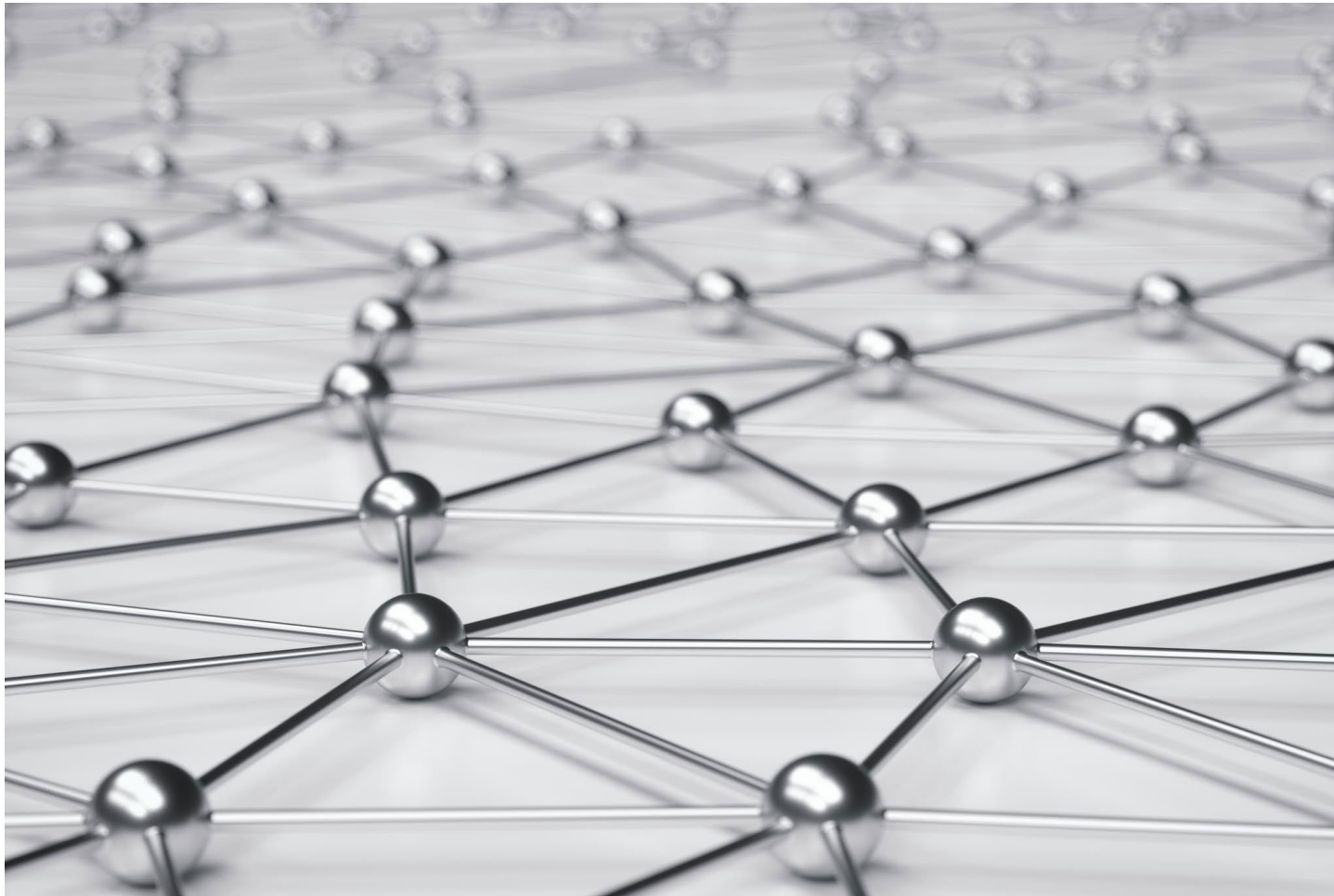
Test Day Cup Sanitization

- 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**

Updated Materials Available



Changes Effective August 5, 2024

The Headmaster MN Nurse Aide Candidate Handbook will be updated with the changes described below, effective **August 5, 2024**.

Updates to the Skill Tasks:

- The *Feeding a Dependent Resident* task (page 43) will be included in testing and demonstrated with a live actor.

Sanitizing cups after the *Feeding a Dependent Resident* skill task

The instructions below are meant to provide guidance to test sites about how to sanitize a cup used during this skills test when fluids are consumed by the actor. This process will decrease the risk of cross-contamination when using the same cups with different actors.

The instructions below apply to situations where the cups are washed *by hand*.

Test sites may use a commercial dishwasher to sanitize cups instead of following the sanitization process below. If a commercial dishwasher is used, cups must be sanitized between students *and* at the end of the day.

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

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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](#)

Candidate handbook updates

Periodically, MDH may update the Nurse Aide Candidate Handbooks and/or Mock Skills



D&S Diversified Technologies LLP

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Minnesota Nurse Aide Candidate Handbook

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Version 6

UPDATE MAY 14, 2024

The Feeding a Dependent Resident Task will be included in testing effective August 5, 2024 (page 43).



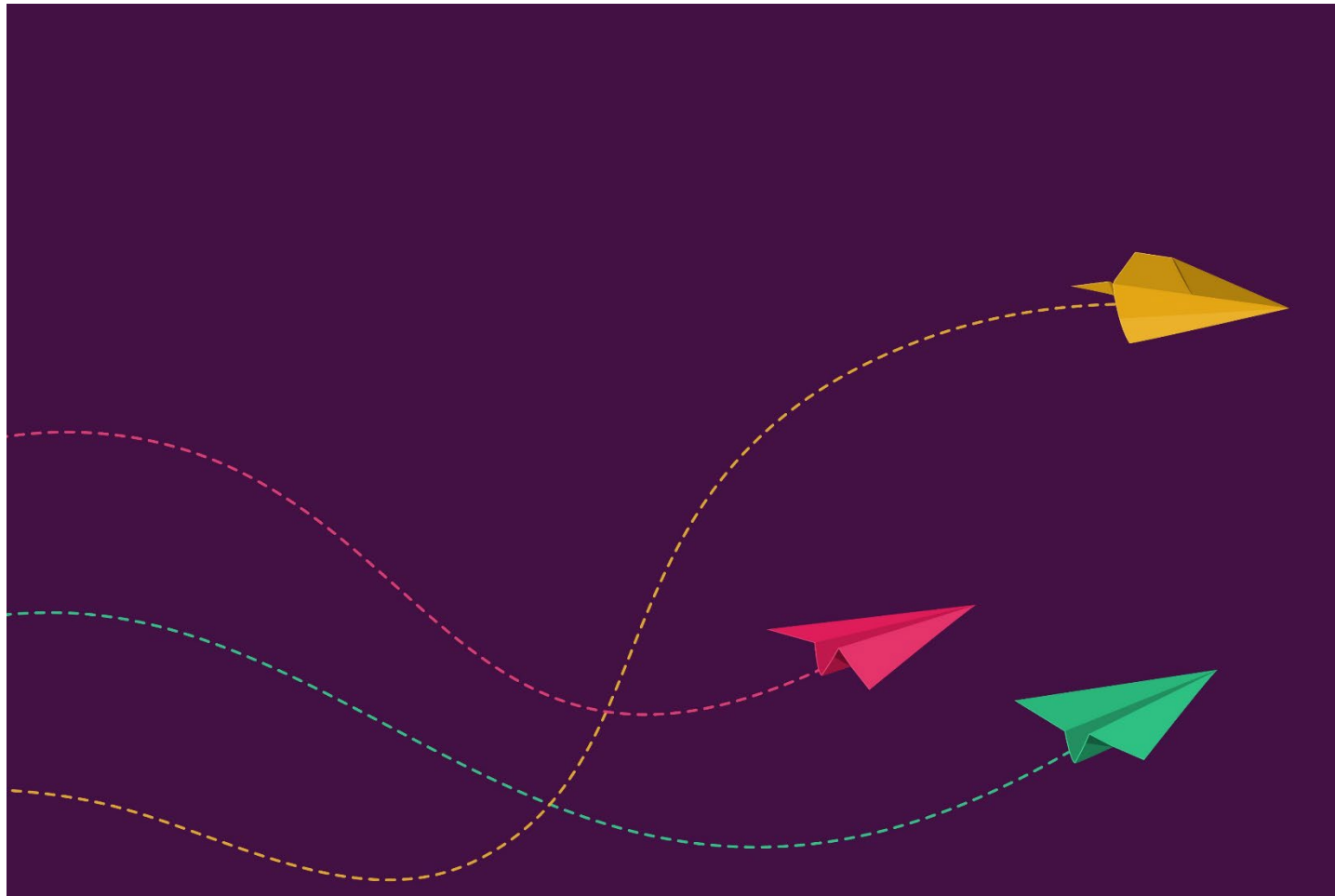
Minnesota Mock Skills

Updates Effective: December 11, 2023

UPDATE: May 10, 2024

The Feeding a Dependent Resident Task
will be included in the testing
effective 8-5-2024 (page 11).

Training Programs



Supervised Practical Training (SPT)



- Defined as ...Supervised practical training 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



If SPT provided in a lab setting

- Background study not required
- TB testing/screening not required

- Documentation of SPT hours
 - Programs that complete SPT in the lab, found to combine lab and SPT hours together
 - Be mindful about the separation of lab practice and SPT
- SPT documentation must identify location, dates and hours completed
- Skills performed during SPT must be completed during skills practice and deemed proficient by RN instructor prior to direct care
- SPT must be minimum of 16 hours

RN Supervision of NA Training Programs

- ***§483.152 Requirements for approval of a nurse aide training and competency evaluation program.***
- *(a) For a nurse aide training and competency evaluation program to be approved by the State, it must, at a minimum—*
- *(5) Meet the following requirements for instructors who train nurse aides;*
- *(i) The training of nurse aides must be performed by or under the general supervision of a registered nurse who possesses a minimum of 2 years of nursing experience, at least 1 year of which must be in the provision of long term care facility services;*
- *(ii) Instructors must have completed a course in teaching adults or have experience in teaching adults or supervising nurse aides;*
- *(iii) In a facility-based program, the training of nurse aides may be performed under the general supervision of the director of nursing for the facility who is prohibited from performing the actual training;*

Other Personnel



- Other personnel from the health professions may supplement the instructor
- Examples: licensed practical nurses, health educators, pharmacists, dietitians, social workers, fire safety experts, nursing home administrators, psychologists, physical/occupational therapists, and speech/language therapists.
- Supplemental personnel must have at least 1 year of experience in their fields

Nurse Aide Training and Competency Exam



Testing Time Frame

Candidates have four (4) attempts to pass the **knowledge** portion and three (3) attempts to pass the **skill** test portion of the exam within 24 months from the date of completion of a nurse aide training program **OR** first challenge attempt of the knowledge or skills portion

24 month test cycle begins after completion of training program **OR** first challenge attempt of skills or knowledge portion



Test site responsibility

- Check for completion of training program **prior** to scheduling the tests. This ensures the candidate can benefit from other opportunities, such as nursing and TMA.

Training program instructor responsibility

- Enter candidate within 48 hours and complete the program timely. If this is not done, they often end up scheduled as a challenge.

If candidates are entered incorrectly or not timely, this causes a delay in their passing results being uploaded to the nurse aide registry. This ultimately affects their employment and the workforce.



Mandatory and Random Skills Tasks



Mandatory First Tasks



- Handwashing skill imbedded in four skills
- Candidates will perform one of the four skills as a mandatory first task

Mandatory First Tasks, cont

- Assist resident with use of bedpan, measure and record urinary output with handwashing
- Catheter care for female resident with handwashing
- Don PPE (gown and gloves), emptying urinary drainage bag, measure and record urine output and remove PPE with handwashing
- Perineal care for female resident with handwashing

- Candidate will also receive an additional two (2) or three (3) randomly selected tasks from the skill task listing in the MN Candidate Handbook
- The selected tasks will make up a personalized and unique skill test
- Each skill test randomly assigned by the TMU© skill test assignment algorithm will be comparable in overall difficulty

Questions from May Call



Question #1

Q: For measuring fluid intake for the feeding skill, why couldn't a candidate use a graduated cylinder to measure the amount remaining in each glass to help them accurately determine how many ml's were consumed from each glass?

A: Graduated cylinders are not allowed. Candidates may use a calculator.



Q: Do the cups have to be sanitized with the solution if the dishwasher is used?



A: If a commercial dishwasher is used in a facility, they already have the appropriate sanitizing agents to clean these cups.

Question #3

Q: When reviewing the skill from Headmaster, there is no mention regarding straws or them needing to be used. Will this be updated to reflect that or will there be a notation that a straw will be used?

A: Straws are used for infection control purposes VS a skill step in testing. If a site uses a commercial dishwasher for cleaning between candidates and/or actors, there is no need to use a straw.

Question #4

Q: What is the average number of days it's taking for results to get posted on the Registry (from testing date)?



A: Taking 5-7 business days or less, unless errors.

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



- 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 **must notify MDH** which curriculum (MN State 2024 or other) 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

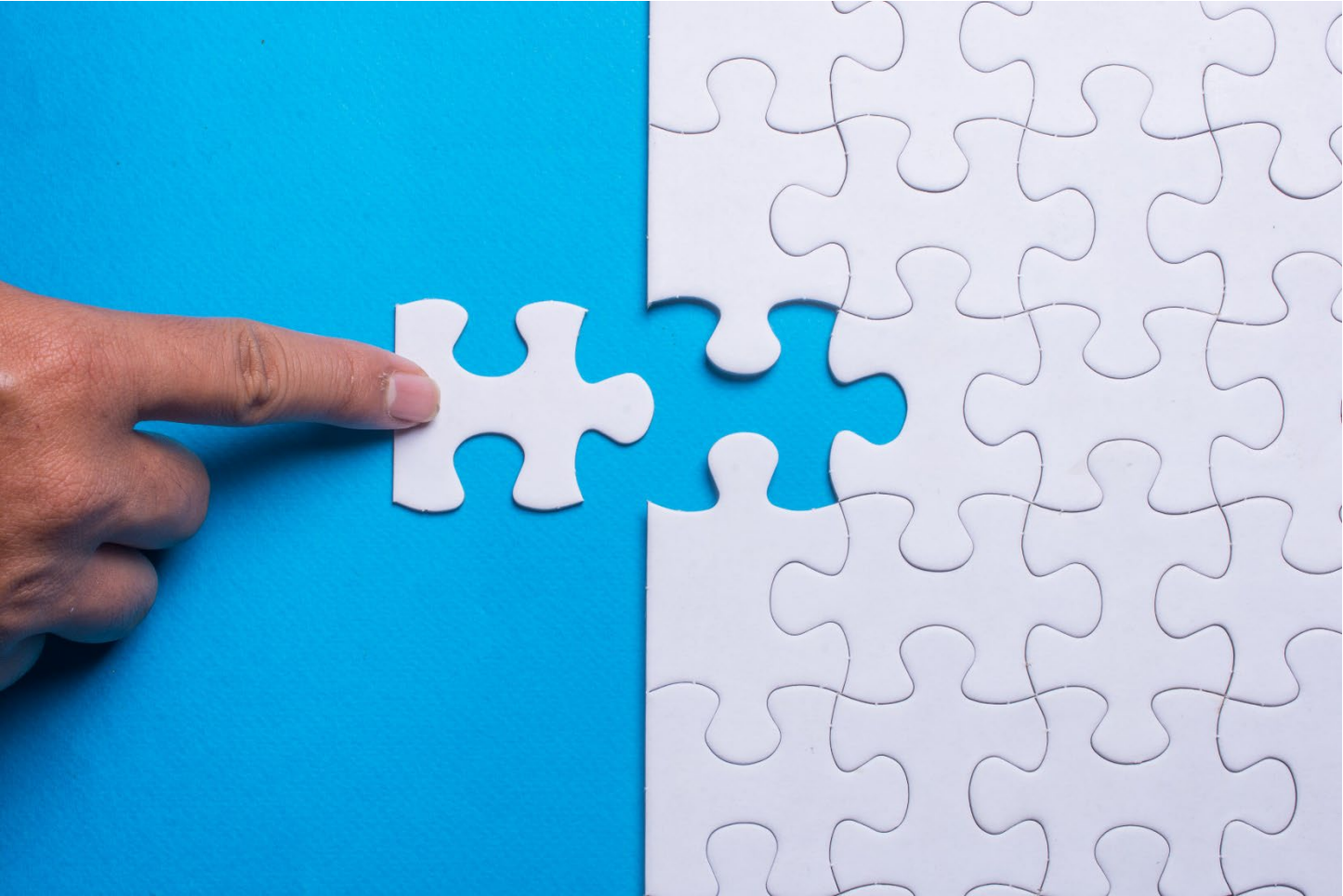


Training Program Test Data



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

Resources Available



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

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[Minnesota Nurse Aide Testing:](#)

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

May 10, 2024: Changes to Nurse Aide Skills Test, effective Aug. 5

Apr. 29, 2024: Training Programs using discontinued curricula need to choose a new curriculum by June

STAY CONNECTED

Locate NATCEP Resource

For Nurse Aides

Minnesota Nurse Aide Registry

Nurse Aide Registry Tutorial:
Creating Your Account (PDF)

Nurse Aide Registry Tutorial:
Searching the Registry (PDF)

Nurse Aide Registry Tutorial:
Submitting Your Renewal
Application (PDF)

Nurse Aide Registry Tutorial:
Submitting Your Interstate
Endorsement Application (PDF)

Training and Testing

For Employers

Who can work as a nurse aide?

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

General Information

Filing a complaint

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[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



- 4,262 NA's added to the registry
- 27 training programs approved
- 4th knowledge attempt added, continue 2 hour knowledge time frame
- NA registry moved online January 2024
- Reinstated skills:
 - Modified bed bath on a person
 - Mouth care, brushing resident's teeth
 - Feeding a dependent resident 8/5/24



Thank you!

Thank you for your collaboration to achieve these goals!!!



- ✓ Skills update
 - ✓ Feeding skill implementation 8/5/24
- ✓ Training programs
 - ✓ SPT, RN supervision, other personnel
- ✓ Nurse Aide Training and Competency Exam
 - ✓ Testing time frame
 - ✓ Mandatory and random skill tasks
- ✓ Questions from May call
- ✓ Minnesota State Long Term Care Nursing Assistant and Home Health Aide Curriculum
 - ✓ Discontinued 7/1/24
- ✓ First quarter testing data
- ✓ No July monthly call
- ✓ Resources

Questions?





- Next call will be August 12th
- Check the [NAR Calls website](#) for call details and GovDelivery

Program Contact Information

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