

**NA ADVISORY COMMITTEE MINUTES**  
**December 3, 2004**

**MEMBERS PRESENT:**

Sharon Molleo LPN, Chair  
Carol Chamberlain RN  
Regina Cottrell RN  
Sherry Lee RN  
Emelia Lewis RN  
Michael Mankenberg RN  
Robenna Pearson RN  
Connie Thompson RN  
Debra Thurston RN  
Christine Walker RN

**MEMBERS ABSENT:**

Diana Ayle RN  
Carol Banks RN  
Kelly Bruckner CNA  
Jan Dougherty RN  
John Durbin, Alzheimer's Assoc.  
Shirley Kraft RN  
Karen Muich RN  
Noel Smith RN  
Cathy Spader RN  
LeAnn Swinehart RN  
Patricia Torrington RN  
Anthony Wernicke CNA  
Peggy Wolf RN

**BOARD STAFF ATTENDING:**

Judy Bontrager, Assoc. Director  
Pam Randolph RN, MSN, Ed. Consultant  
Rose Wilcox RN, BSN, M.Ed, Ed Consultant

**GUESTS PRESENT**

Doris Donithon, Thomson-Prometric (TP)  
Jan Jones-Schenk, Director, TP  
Virginia Mickle, Operations Mgr, TP

I. Call to Order/Approval of Minutes

- A. Welcome and introductions
- B. September 10, 2004 minutes approval

Cottrell moved and Walker seconded to approve the September 10, 2004 minutes as distributed. Motion carried unanimously.

II. New Business

- A. Report from the Board (oral report)

Randolph reported that no major decisions affecting the Nurse Aide Programs was voted on at the November Board except approval of new NA programs and renewals. The Med Tech Pilot Study development will be discussed later in the agenda.

- B. Dialogue with Thomson/Prometric on CNA testing (Discussion)

Jan Jones-Schenk, Director Healthcare Licensing Services, and Virginia Mickle, Sr. Program Manager, Thomson-Prometric, discussed the changes at Experior since being purchased by Thomson-Prometric. A handout of the 2005 testing schedule for Arizona was distributed and discussed. The contacts at Thomson-Prometric are as follows:

Theresa Chevalier, Sr. Program/Content Manager 609-720-6562 (resource for NA & clinical questions) [Theresa.chevalier@thomson.com](mailto:Theresa.chevalier@thomson.com)  
Virginia Mickle, Operations Director 609-720-6580 (resource for reports, data issues, program issues, unresolved operational concerns) [Virginia.mickle@thomson.com](mailto:Virginia.mickle@thomson.com)  
Crystal DeLoatch, Operations Manager 609-720-6741 (resource for site scheduling, specific operational concerns) [Crystal.deloatch@thomson.com](mailto:Crystal.deloatch@thomson.com)  
Robin Stackhouse, Director, Program Mgmt & Operations, 609-720-6516 (resource for corporate issues) [Robin.stackhoused@thomson.com](mailto:Robin.stackhoused@thomson.com)  
Jan Jones-Schenk, Director Healthcare Licensing Services, 800-604-3950 or 435-649-0930 or mobile 435-901-3250 (resource for client relations, program issues) [Jan.JonesSchenk@thomson.com](mailto:Jan.JonesSchenk@thomson.com)

Jones-Schenk discussed results of a national panel NA survey:

- **Nurse Aide Job Analysis** - This report from the Job Analysis survey is available on line at:  
[www.nurseaideonline.com](http://www.nurseaideonline.com)
- **New weighting on the criticality on the skill test** – to update the skills test.
- **On Line Practice Test for CNA** – 10 item quick assessment test on [www.nurseaideonline.com](http://www.nurseaideonline.com). It is the precursor for Thomson/Prometrics' internet based on-line practice exams which will be available to purchase the first quarter of 2005.

Virginia Mickle explained that she directs the NA Program Testing for Arizona, as well as, other states; Crystal DeLoatch works directly for her. They are making an effort to respond to the phone calls, and are aware that there have been problems in the past. She stated that programs can email them at: [aznurseaide@chauncey.com](mailto:aznurseaide@chauncey.com). Mickle, DeLoatch, and one other person will receive this email. They are making an increased commitment in calendar year 2005 for more testing events; and in order to support those events, the recruitment and training of more nurse aide evaluators.

Doris Donithan responded to the skills testing questions that the committee presented. It is not possible for instructors to observe testing due to security and privacy concerns. To help educators answer some of their student's questions on clinical skills testing, they have come up with a sample questionnaire that they demonstrated to the committee. This is a new scoring model using a new weighting system for the clinical skills that came out of the survey discussed earlier. Every state reviews this scoring model, statistics behind the model, and the new weighting system. The Board would make a decision if that model is what they would like to implement in Arizona. Randolph asked for information on Thomson Prometric's Reading Comprehension Test which was discussed. The level of the CNA test was discussed and is written for level 4<sup>th</sup> – 6<sup>th</sup> grade; students are allowed 20 minutes for the skills test.

Two new products that are being used by Thomson Prometric in other states, the clinical scoring sheet and on-line based testing, were demonstrated to the committee. Randolph questioned how computer savvy the NA students are and would like to discuss this at the next meeting.

### III. Old Business

#### A. Conference Planning Update – Flyer (Discussion)

Conference registration is going very well, Randolph reported. The CEU application has been submitted; the speaker information has all been received; and the handouts are being finalized.

#### B. Report from Curriculum Sub-Committee (oral report)

Randolph reported that Rose Wilcox is taking this as one of her projects and is standardizing the language and reviewing the document for consistency. The sub-committee will edit the final draft. Then the document will be brought to this committee for a recommendation on going to the Board for approval.

#### C. Progress on Medication Technician Pilot Study

Randolph reported the research for the pilot study will cost approximately \$90,000 and the committee has received commitments for about \$60,000. The Med-Tech Pilot Study Steering Committee is working on a final draft for Scope of Work. Areas that are going to be studied are:

- Observed medication passes and error rates.
- MDS data - pre and post implementation.

A handout on the Delegation of Medications to Pilot-study Medication Technicians Protocols, which specifies under what circumstances would a nurse be able to delegate and what medications, was discussed. This came from the committee and has been approved by the Board. Randolph asked for questions and clarified the answers.

Goals are for having the curriculum done by the summer and to start the classes at that time. Entry requirements are still being debated, and minimum experience requirements are 6 months at the same facility, employer referral, high school diploma, pass testing, and skills in English.

### IV. Planning

#### A. Future agenda items

- Article 8 – Education Committee and Governor’s Regulatory Review Council have reviewed and made changes
- Med Tech Pilot Study
- CNA Curriculum

#### B. Debriefing on today’s meeting

None

#### C. Future meeting dates-2005 Calendar

March 4, 2005 10:00 a.m.  
June 17, 2005 10:00 a.m.  
September 9, 2005 10:00 a.m.  
December 2, 2005 10:00 a.m.

V. Adjournment

A. There being no further business the meeting adjourned at 3:10 p.m.

MINUTES SUBMITTED/APPROVED BY:

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Pamela K. Randolph Signature