



**Janet Napolitano**  
Governor

**Joey Ridenour**  
Executive Director

## Arizona State Board of Nursing

### NURSING ASSISTANT ADVISORY COMMITTEE MINUTES September 9, 2005

#### **MEMBERS PRESENT**

Kelly Bruckner, CNA  
Carol Chamberlain, RN  
Regina Cottrell, RN  
Jan Dougherty, RN, MS  
Sherry Lee  
Noel Smith, RN  
Connie Thompson, RN  
Christine Walker, RN

#### **MEMBERS ABSENT**

Carol Arriens, DON  
Diana Ayle  
John Durbin  
Emelia Lewis, RN  
Michael Mankenberg  
Karen Muich, RN  
Robenna Pearson, RN  
Cathy Spader, RN  
LeAnn Swinehart, RN  
Debra Thurston, RN  
Patricia Torrington, RN  
Anthony Wernicke, CNA  
Peggy Wolf, RN

#### **BOARD STAFF PRESENT**

Pamela K. Randolph, RN, MSN, CPNP  
Rose Wilcox, RN, M.Ed.

#### **GUESTS PRESENT**

D&S Diversified Technologies:  
Tim Dietrich  
Ben Schmitt  
Jennifer Underwood

#### **I. Call to Order/Approval of Minutes**

##### **A. Welcome and introductions**

The meeting was called to order at 9:30 a.m. by Pamela Randolph.

##### **B. Approval of March 4, 2005 Minutes**

Walker moved and Cottrell seconded to approve the March 4, 2005 minutes as corrected. Motion carried unanimously.

## **II. New Business**

### **A. Report from the Board (oral report)**

#### **i. New Programs**

Randolph and Wilcox reported a decrease in new program applications. To date there have only been six new nursing assistant training programs approved. Randolph noted that existing programs are offering fewer training sessions. Committee members offered that some long-term care facilities are not offering classes except to meet their own needs, and some high schools are unable to afford nurse educators.

#### **ii. Article 8**

Randolph addressed the Committee stating that Article 8 Final Rulemaking is now at the Governor's Regulatory Review Council (GRRC) and should become effective barring opposition by December 2005. Randolph provided the Committee with a brief review of the items in Article 8 that had been added, deleted or changed.

### **B. D&S Diversified Technologies Awarded CNA Testing Contract**

Randolph introduced the D&S Diversified Technologies representatives participating telephonically. D&S Diversified Technologies has offices in Ohio and Montana and has taken over from Experior as the CNA testing vendor for the state of Arizona as of September 1, 2005.

Jennifer Underwood provided an update on confirmed test locations. All sites will be made available on the D&S website with testing dates. D&S is working on establishing a test site in Yuma. Chamberlain will inquire as to whether or not the Cochise College lab may be available as a site for testing.

Twelve (12) certified test observers are in place throughout the state. Test observer workshops will be held in Glendale on September 29<sup>th</sup> and in Tucson on September 30<sup>th</sup>.

Schmitt offered that while D&S is currently using a paper and pencil testing model, computer based testing has been conducted throughout the country for a number of years. Internet based testing will be available to all facilities as soon as they inform D&S that they are ready.

D&S has asked six test sites to allow for extra test dates. More dates should help with the backlog of test applicants that goes back to April 2005.

PIN numbers will be provided to programs to access quarterly reports generated by D&S. The reports will include pass/fail summaries, skilled exam summaries,

written exam summaries and skill exam detail reports. Samples of those reports are available on the D&S website at [www.hdmaster.com](http://www.hdmaster.com). Test results can be provided to programs via e-mail on the same day.

Announcements for the workshops will be placed in the newsletter and on the AZBN website.

### **C. New/Initial and Renewal Program Applications Online**

The Committee was directed to the AZBN website under the Resources dropdown menu, and then under Educational Resources to view online versions of both the Initial and Renewal Program Application Packets. All material remains the same; however hyperlinks to the federal website for the Code of Federal Regulations, D&S Diversified Technologies, and the nursing assistant application for examination and certification are included. An addition to both the Initial and Renewal Packets is a list of frequently asked questions for training programs. Changes to the packets will be made once Article 8 becomes effective.

## **III. Old Business**

### **A. Update Regarding CNA Retreat**

A Retreat Flyer has been developed and will be posted on the website within the next couple of weeks. The schedule of topics and speakers reflects the Committee's desire to focus on personal development. Dr. Sue Roe will be speaking on caring. Dr. Roe has done work in holistic nursing, holistic health, alternative therapies, and relaxation. Dr. Sorrentino will return to speak on working with to effect change. Randolph and Wilcox will give an update on Article 8 and the Certified Medication Technician Pilot Study. Jennifer Underwood will provide an update on testing.

Early Bird Round Tables leaders have been decided. Networking groups have been included. Leaders for networking groups will be designated based upon attendance.

The facility has been secured. The registration fee remains fifty dollars.

### **B. Progress on Medication Technician Pilot Study**

Randolph reported that a meeting will be held for long-term care facilities to provide information regarding the pilot study and the criteria for facility participation. Funding for the project remains at ninety-thousand dollars. Sixty-thousand dollars has been secured. Facilities will be charged a fee of five-

thousand dollars to assist in funding the research. Participating facilities will also be required to supply an instructor and pay for the training and testing.

D&S Diversified Technologies has a test bank on medication technician items, and are scheduled to administer a CMA exam in Montana on October 1<sup>st</sup>. Item writing workshops for CMA exams will take place in the future.

Randolph is in receipt of a draft of an RFP for a researcher. The curriculum will go to the September 2005 Board. A manual skills exam will be administered by Board staff.

Randolph also reported that the State of Michigan is interested in partnering with Arizona. An addition to the RFP may be added, asking whether they can replicate the study in Michigan.

### **C. CNA Curriculum**

Wilcox distributed a draft copy of the curriculum for Committee review. Additional columns will be added to reflect requirements in the new rules. The columns will be as follows: measurable learner centered objectives, outline of the content to be taught, time allotted for each unit, and learning activities.

Wilcox reported that the Sub-committee worked on the curriculum at length. The purpose of the curriculum is to give guidance to the training programs, make sure competencies are addressed, and to assist the training programs in developing an educational tool that is objective, measurable, and student centered.

A working copy of the draft should be available by the next meeting.

## **IV. Planning**

### **A. Debriefing on today's meeting**

Included in the packet was a 'save-the-date' for Palliative Care Training Programs. Committee members were asked to publicize the event.

The current Committee is at the end of a two year term. A call for membership will take place in December. Medication Technician Pilot Study Steering Committee members will be considered for participation on the Nursing Assistant Advisory Committee.

Committee members were pleased with the meeting.

**B. Future Agenda Items**

Article 8  
CNA Curriculum  
CNA Retreat  
Dates for Next Year

**C. Future meeting dates**

Next meeting: December 2, 2005, 10:00 a.m.

**V. Adjournment**

There being no further business the meeting adjourned at 12:39 p.m.

MINUTES SUBMITTED/APPROVED BY:



Signature

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Pamela K. Randolph