

Job Ready Assessment Blueprint

Health Assisting



Test Code: 4143 / Version: 01

General Assessment Information

Blueprint Contents

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Test Type: The Health Assisting industry-based credential is included in NOCTI's Job Ready assessment battery. Job Ready assessments measure technical skills at the occupational level and include items which gauge factual and theoretical knowledge. Job Ready assessments typically offer both a written and performance component and can be used at the secondary and post-secondary levels. Job Ready assessments can be delivered in an online or paper/pencil format.

Revision Team: The assessment content is based on input from secondary, post-secondary, and business/industry representatives from the states of Georgia, Michigan, New York, and Pennsylvania.



51.0899 -
Allied Health and Medical
Assisting Services, Other



Career Cluster 8 -
Health Science



31-1014.00
Nursing Assistants



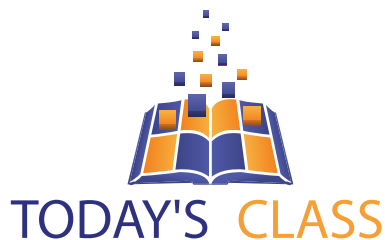
The Association for Career and Technical Education (ACTE), the leading professional organization for career and technical educators, commends all students who participate in career and technical education programs and choose to validate their educational attainment through rigorous technical assessments. In taking this assessment you demonstrate to your school, your parents and guardians, your future employers and yourself that you understand the concepts and knowledge needed to succeed in the workplace. Good Luck!



The American Medical Certification Association (AMCA) offers 14 certification exams for the allied healthcare field. AMCA supports NOCTI's Health Assisting assessment which is closely aligned to AMCA's Nursing Assistant Certification (NAC). This assessment is an excellent training instrument, in both content and test-mode preparation. Students passing both the NOCTI assessment and AMCA's national certification exam are demonstrating superior knowledge in their field and are outstanding candidates for entry-level positions in the allied healthcare field.

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General Assessment Information (continued)



Today's Class delivers web-based interactive educational programs and has determined that there is significant alignment between their health assisting curriculum and NOCTI's Health Assisting technical skill assessment. The alignment suggests that use of the Today's Class program curriculum may enhance student scores on NOCTI's assessment.



National Healthcareer Association (NHA) has awarded more than 500,000 certifications to healthcare professions pursuing their career goals since 1989. NHA believes students are the future of healthcare and created study materials and certification exams to provide tools to help them along their journey. NHA strongly encourages and supports students that work to enhance their educational achievements by completing NOCTI assessments.



NATIONAL COLLEGE CREDIT RECOMMENDATION SERVICE
University of the State of New York - Regents Research Fund

In the lower division
baccalaureate/associate
degree category, 3 semester
hours in Health Assisting

Written Assessment

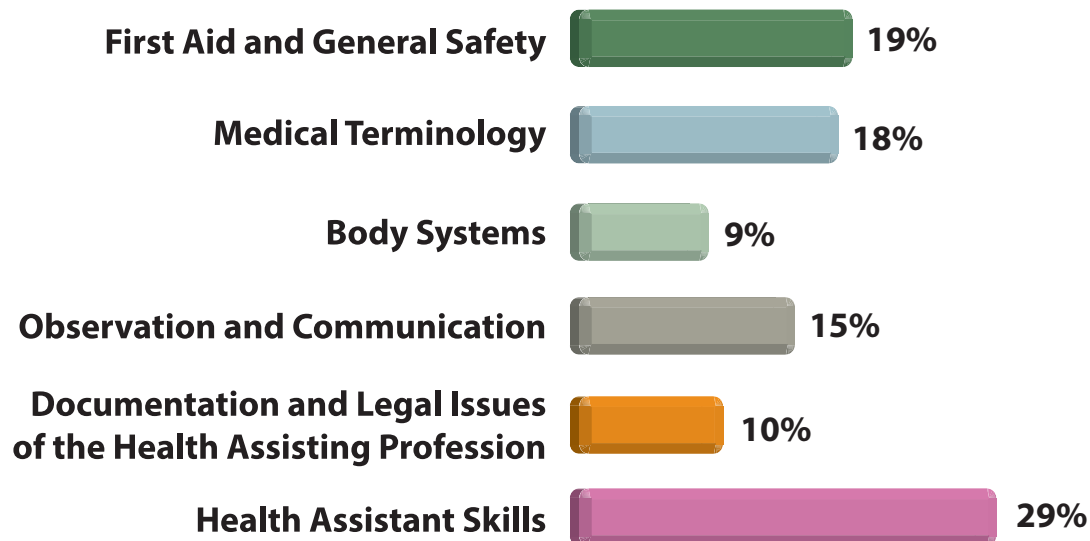
NOCTI written assessments consist of questions to measure an individual's factual theoretical knowledge.

Administration Time: 3 hours

Number of Questions: 163

Number of Sessions: This assessment may be administered in one, two, or three sessions.

Areas Covered



Specific Standards and Competencies Included in this Assessment

First Aid and General Safety

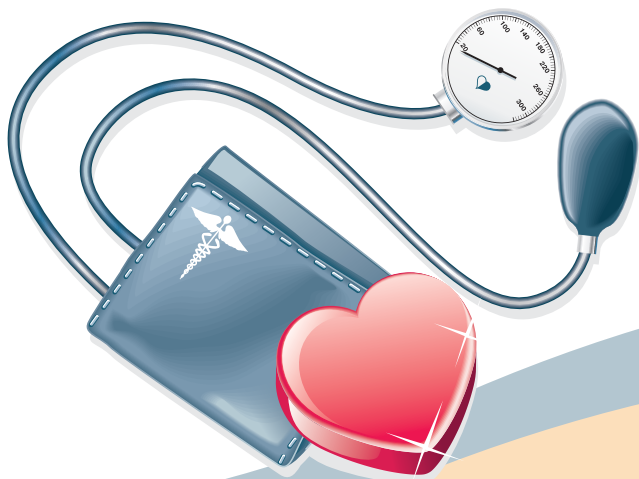
- Recognize and demonstrate appropriate first aid and emergency techniques
- Recognize and demonstrate fire safety and general safety procedures involved in patient care
- Recognize and demonstrate appropriate procedures for handling waste and hazardous materials
- Recognize signs, symptoms, and reporting mandates for violent or abusive situations
- Recognize and demonstrate infection control measures, including standard precautions, hand washing techniques, isolation, and personal protective equipment (PPE)
- Differentiate symptoms requiring emergency care

Medical Terminology

- Identify and interpret word suffixes and prefixes
- Identify and interpret word roots
- Identify and interpret approved medical abbreviations and acronyms
- Identify and differentiate various medical and surgical definitions and conditions
- Identify and interpret anatomic terms, including body planes and cavities
- Exhibit understanding of healthcare terms

Body Systems

- Identify various body systems, structures, and functions
- Recognize abnormal signs and symptoms of disease processes



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Specific Standards and Competencies (continued)

Observation and Communication

- Recognize and practice professional patient and staff communications
- Demonstrate accuracy in completing medical forms
- Demonstrate proper office skills, telephone technique, and etiquette
- Identify and communicate signs and symptoms of major medical conditions
- Recognize and respond to cultural diversity
- Recognize and provide care for all stages of growth and development

Documentation and Legal Issues of the Health Assisting Profession

- Demonstrate understanding of confidentiality and HIPAA regulations
- Exhibit and identify professional behaviors, resources, and practices of a health assistant
- Identify legal and ethical issues in the health assisting field
- Demonstrate accurate documentation procedures

Health Assistant Skills

- Accurately measure and record vital signs, height, and weight
- Demonstrate proper body mechanics, including patient transfer, positioning, lifting, and moving
- Assist with elimination needs (e.g., bowel and bladder)
- Assist with obtaining body fluid specimens
- Assist with personal care and hygiene
- Obtain and accurately measure patient intake and output
- Assist with patient nutritional needs
- Assist with, observe, and report patient skin care conditions
- Identify patient chart components (e.g., flowchart, admission, history)
- Demonstrate appropriate filing techniques for patient records
- Identify and utilize appropriate procedures for cleaning equipment



Sample Questions

After assisting a physician with a procedure, the suture removal scissors should be

- A. autoclaved prior to disposal
- B. placed in a red "biohazard" bag
- C. put in an approved sharps container
- D. double bagged and incinerated

The heart and lungs are located in which body cavity?

- A. ventral
- B. cardiac
- C. thoracic
- D. peritoneal

When leaving a phone message regarding lab results on a patient's answering machine,

- A. give complete information about the test results
- B. leave the doctor's name and home phone number
- C. instruct the patient to call the lab
- D. maintain the patient's confidentiality

The proper procedure for a bed bath or partial bath is to start at the

- A. extremity closest to the health assistant
- B. abdomen
- C. eyes and face
- D. extremity farthest from the health assistant

What method does an autoclave use to sterilize supplies or equipment?

- A. ultraviolet filtered rays
- B. chemical solutions
- C. steam under pressure
- D. ionic charges

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Sample Questions (continued)

A blood clot that travels is commonly referred to as a/an

- A. thrombus
- B. embolus
- C. lesion
- D. vesicle

One sign or symptom of diabetes mellitus is

- A. nocturia
- B. oliguria
- C. polyuria
- D. anuria

Emergency care is care that must be

- A. administered by a licensed paramedic
- B. given in the emergency room by trained professionals
- C. given right away to prevent the loss of life
- D. given to all patients regardless of the symptoms

The release of a medical record becomes legal with the signature of the

- A. patient
- B. doctor
- C. office manager
- D. insurance agent

Which of the following menus is considered a balanced meal?

- A. macaroni and cheese, salad, and diet soda
- B. pancakes, eggs, syrup, and coffee
- C. hamburger, french fries, and milkshake
- D. chicken, green beans, milk, and apple

Performance Assessment

NOCTI performance assessments allow individuals to demonstrate their acquired skills by completing actual jobs using the tools, materials, machines, and equipment related to the technical area.

Administration Time: 1 hour and 5 minutes

Number of Jobs: 4

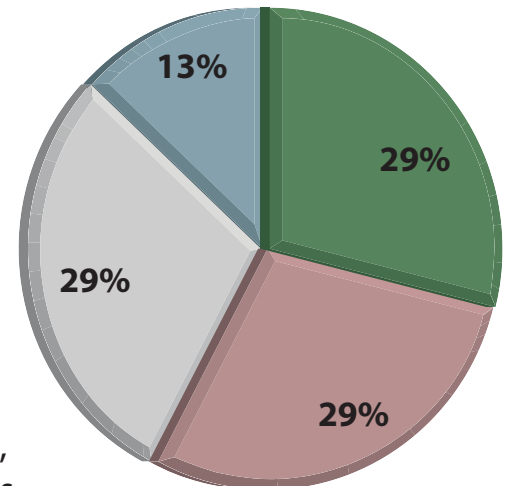
Areas Covered:

29% Hand Washing and Personal Protective Equipment (PPE)

Participant will gather equipment, maintain a clean technique, demonstrate correct hand washing technique, put on cover gown, mask, and gloves, then remove gloves, gown, and mask all in the correct order, correctly wash hands, and clean work area.

29% Change a Patient Gown

Participant will identify the patient, introduce self and explain procedure, retrieve clean gown, verbalize the need for handwashing prior to beginning of procedure, provide privacy for the patient, remove soiled gown, dispose soiled gown properly, apply the clean gown, position patient for safety and comfort, and verbalize the need for hand washing after procedure.



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Areas Covered (continued)

29% Measure Vital Signs, Height, and Weight

Participant will gather equipment, identify patient and explain procedures, verbalize hand washing, accurately take pulse, respirations, blood pressure, height, and weight, clean work area and check patient for comfort and safety.

13% Transfer Patient from Bed to Wheelchair

Participant will use correct body mechanics to transfer patient with left-sided weakness from bed to wheelchair, and from wheelchair to bed.

Sample Job

Transfer Patient from Bed to Wheelchair

Maximum Time: 15 minutes

Participant Activity: The participant, using a gait belt, will demonstrate the proper procedure for transferring a patient with left-sided weakness from a bed to a wheelchair, and then moving the same patient from the wheelchair back to the bed.

