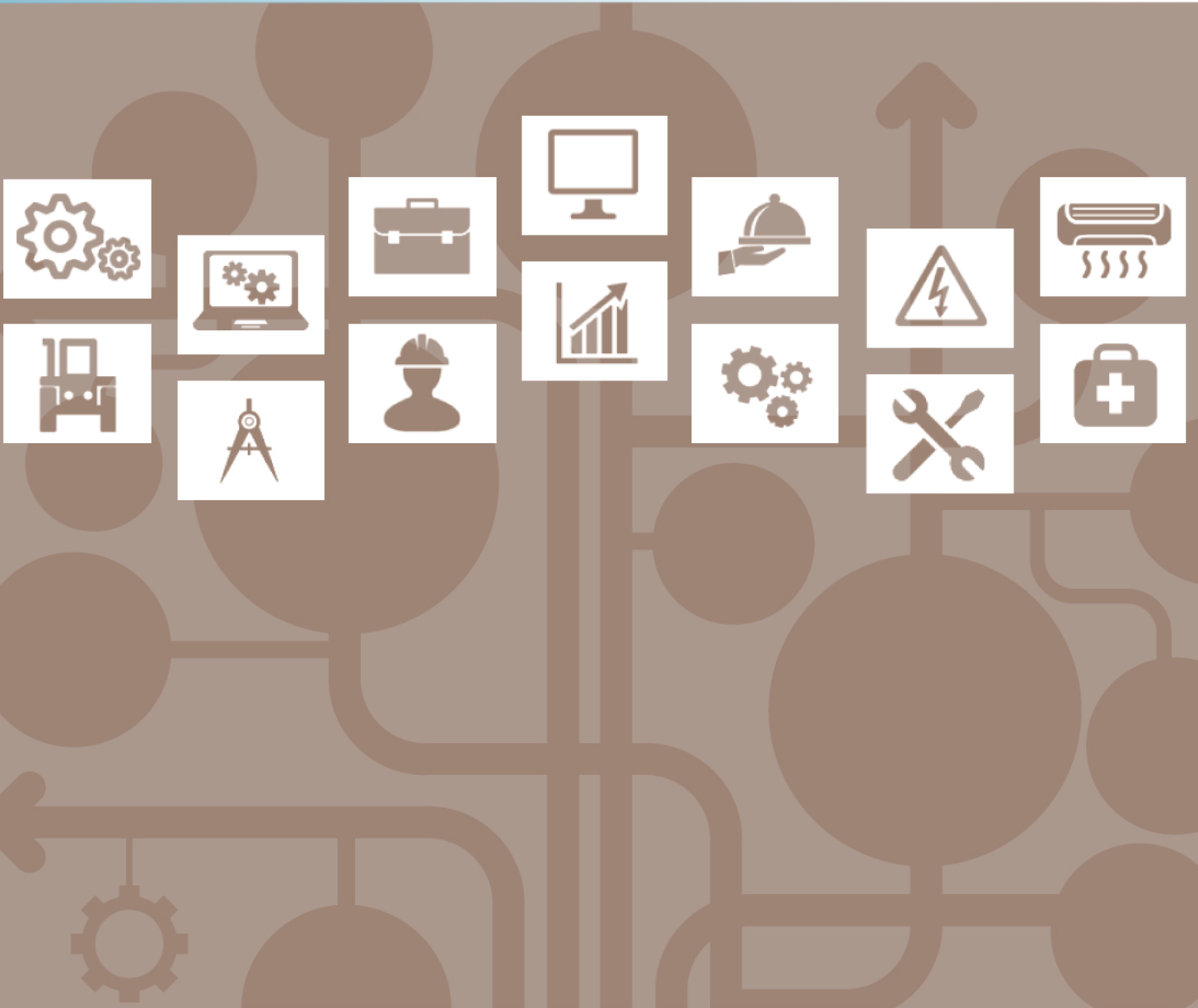




Entry Level Assessment Blueprint

Health Assisting



Test Code: 4143 / Version: 01

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

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

Specific Standards and Competencies continued:

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 Assisting 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

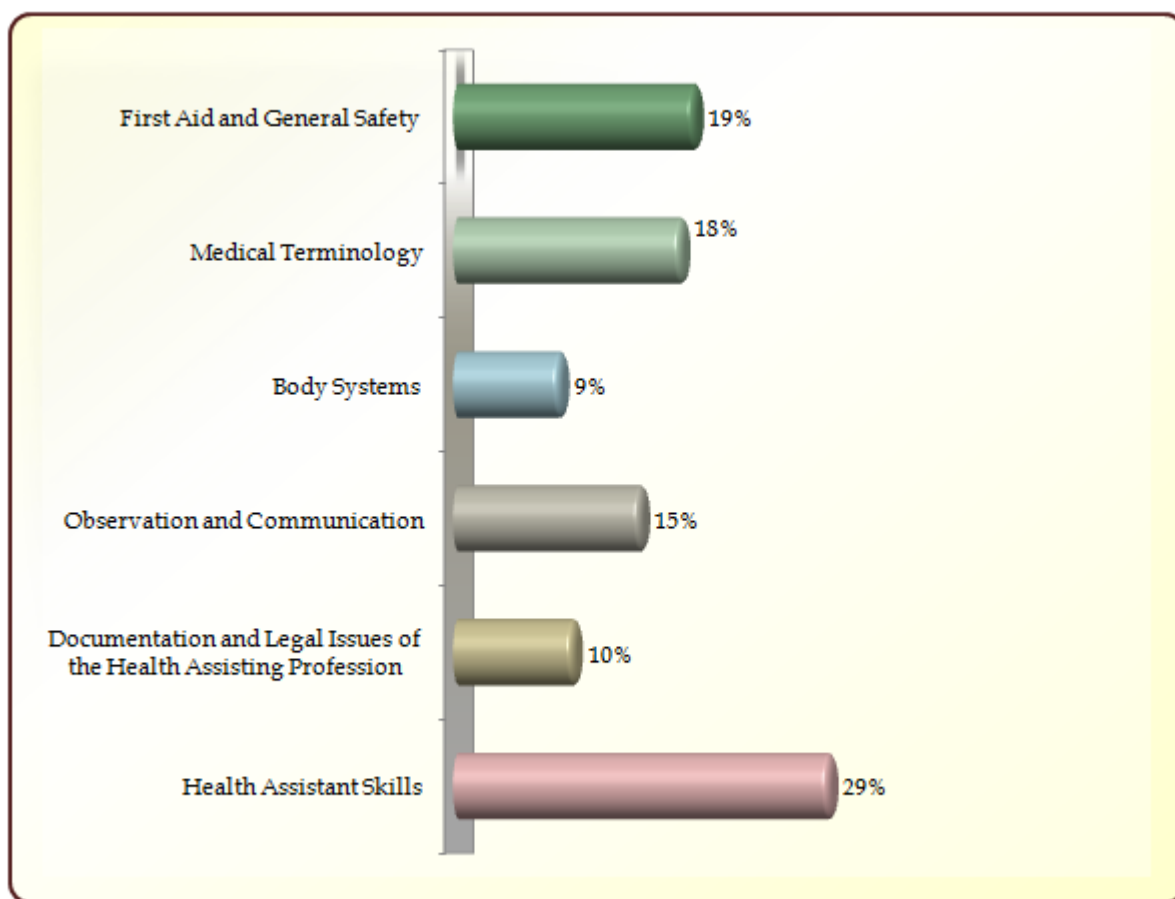


Written Assessment:

Administration Time: 3 hours

Number of Questions: 163

Areas Covered:



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

Sample Questions continued:

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

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

Which of the following terms includes lifestyles and religion?

- A. ethnicity
- B. diversity
- C. customs
- D. culture

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:

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**

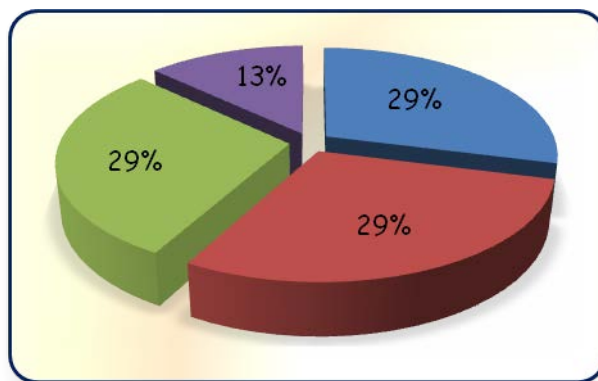
Participant will identify the patient, introduce self and explain procedure, retrieve clean gown, verbalize the need for hand washing prior to beginning of procedure, provide privacy for the patient, remove soiled gown, dispose soiled gown properly, apply the clean gown, position patient for safety and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

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.

