

Department of Health & Senior Services

Health Education Unit

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Changes & Exciting News to Share!

Many of you know changes for our unit have been in the works for many years. Well, now we are closer than ever and could not be more excited to see what our future holds with our new test administrator.

As of December 2020, the Health Education Unit CNA testing process will be changing. We signed an agreement in August, to work with a third party test administrator who will manage our CNA testing, registry & 24 -month work compliance.

The company is Headmaster D & S, located in the state of Montana. We have verified their services provided to other states, and received good reviews. We have been impressed with their great customer service and are confident you will share the same experience.

As mentioned above, they will manage our CNA testing program. Headmaster D & S uses a three person certified testing "team" model. This allows more candidates (up to 14) to be tested more efficiently on both test components, in a single testing day. This allows a RN test observer to be utilized for 8 hours.

What does this means for our examiners?

RN Test Observer RN Examiner/Will apply through Headmaster D & S perform CNA tests. Please see attachment for more details.

Proctor Please see attachment for more details.

Actor Please see attachment for more details.

Information on how to apply for those positions will be provided on our website soon.

Examiners will be approved through DHSS as they are now, but in order to test CNA's, examiners will have to be employed through Headmaster D & S. There will be a hiring process for examiners to apply for these positions.

One major benefit to this new process is the CNA students will receive their certificate and appear on the CNA registry with 24 - 48 hours. They will not have to wait 6 - 8 weeks!

The CNA online test form will be removed from our website in late November.

Headmaster D & S will test CNA students who require CNA testing after the month of November.

With all the new changes happening in our unit, we saved the best for last and cannot forget to mention! We will no longer require the CNA manual (The Nurse Assistant in Long Term Care Facility dated 1987) to teach the CNA course. Beginning December 2020, any manual can be utilized to teach the CNA course. Your choice of manual must include curriculum listed under the Federal Regulation 483.152.

Please let us know if you have any questions, we know and understand this is a big change. We realize there will be bumps along way, but working together, we will improve efficiency for our CNA program.

Please watch our website frequently as updates, Webinars and Q & A's will be posted as soon as we receive them. Please feel free to email or call us with any questions

We appreciated your patience during these transitions and the months ahead!

Thank you,

Health Education Unit!