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INFORMATIONAL LETTER #2003-2

DATE: February 28, 2003

TO: ALL NURSE AIDE TRAINING AND COMPETENCY EVALUATION

PROGRAMS/SITES

FROM: DEBBY RANSOM, R.N., R.H.I.T., Chief

Bureau of Facility Standards

SUBJECT: PAYMENT FOR WRITTEN TEST PROCTORS FEES/SERVICES

The cost of Written Test Proctors (WTPs) utilized during the administration of the Idaho Nurse Aide Written Competency Examination are currently reimbursed by the Department. Effective April 1, 2003, WTPs will be paid by the Nurse Aide Training and Competency Evaluation Program (NATCEP) for whom the WTP is scheduled to provide proctoring services.

D&S Diversified Technologies, dba Headmaster shall still be responsible for recruiting and approving Written Test Proctors and scheduling administration of the Idaho Nurse Aide written and oral examinations.

In addition, please be aware that costs associated with provision of a testing facility (room) are not reimbursable by the Department. Both the cost of the room and the cost of test proctors should be built into the cost of the training program and/or the administration fee charged by the Nurse Aide Training Program.

If you have any questions regarding this informational letter, please contact Paula Edwards at 208/334-5727.

[original signed by Debby Ransom]

DEBBY RANSOM, R.N., R.H.I.T., Chief Bureau of Facility Standards

DR/nah

cc: All Provider Associations