

EXAM ✓ CRAM

Nursing Assistant Certification Examination Cram Sheet

This cram sheet provides a quick reference of the facts and figures you need for Testing Now Tips (TNTs) as you enter the testing center to complete your certification examination process. Use these TNTs to make notes on a sheet of scrap paper while in the testing center. Review the glossary as a last-minute cram strategy before entering the testing center. Good luck.



- ▶ Get a good night's sleep.
- ▶ Do not work the night before the examination.
- ▶ Avoid alcohol or excessive caffeine before the examination.
- ▶ Take your time with the test questions, but pace yourself to finish the examination within the allotted time.
- ▶ Read each question thoroughly and completely before selecting the best answer.
- ▶ Do not panic if you are not familiar with a question.
- ▶ Believe in yourself; we do! You can succeed!



IMPORTANT HEALTH-CARE LAWS TO REMEMBER

HIPAA: Health Insurance Portability and Accountability Act (1966):

Law requiring health information about resident be kept confidential except as authorized by the resident.

OBRA: Omnibus Budget Reconciliation Act:

Federal act that addresses the safety, welfare, and happiness of patients. The act also addresses the quality of training and continuing education of nursing assistants.

PSDA: Patient Self-Determination Act:

Federal law that protects the resident's right to accept or refuse medical or surgical care and treatment, including the right to prepare written guidelines (advance directive) outlining instructions in such matters in the event the resident cannot represent self.



MEDICAL ABBREVIATIONS

Abd.: Abdomen
ADLs: Activities of daily living
ax: Axillary; under the arm
B/P: Blood pressure
BS: Blood sugar
BSC: Bedside commode
C & S: Culture and sensitivity
CVA: Cerebrovascular accident, stroke
DNR: Do not resuscitate
AMI: Acute Myocardial Infarct
Ht.: Height
I.V.: Intravenous
mL: Milliliter
MRSA: Methicillin-Resistant Staphylococcus Aureus
I & O: Intake and output
N & V: Nausea and vomiting
N.P.O.: Nothing by mouth
O2: Oxygen
P.O.: By mouth
PRN: Whenever necessary
R.O.M.: Range of motion
STAT: Immediately; at once
STD/STI: Sexually transmitted disease; sexually transmitted illness
TM: Tympanic membrane
TPR: Temperature, pulse, and respirations
VS: Vital signs
Rx: Treatment
w-c: Wheelchair
Wt.: Weight
WNL: Within normal limits
XR: X-ray



MEASUREMENTS

1 teaspoon equals 5 cc (or 5 mL)
1 ounce (oz.) equals 30 cc (or mL)
1 cup (8 oz.) equals 240 cc (or mL)



VITAL SIGNS

Average temperature: 98.6
Average pulse (Adults): 60–100
Average respiration (Adults): 12–20
Average blood pressure (Adults): 120/80



HEIMLICH MANEUVER

1. Ask the resident, “Are you choking?” or “Can you speak?” If yes, encourage resident to continue to cough until the object clears the throat. Stay with resident and call for help immediately.
2. If resident is sitting or standing, stand behind him or her.
3. Wrap your arms around the resident, just above the waist.
4. Make a fist with one hand.
5. Place the thumb side of your fist in the center of the resident’s abdomen, just above the umbilicus (navel) and below the tip of the breastbone (zyphoid process).
6. Grasp your fist with your other hand.
7. Quickly pull inward and upward on the abdomen with a quick thrust.
8. Repeat the upward thrusts until the foreign object comes out or the resident loses consciousness.



REMEMBER THE RACE SYSTEM FOR FIRE SAFETY

Remove residents who are in immediate danger.

Activate the alarm to alert others.

Contain the fire by closing doors.

Extinguish the fire or **E**vacuate if instructed to do so.