



HOME HEALTH AIDE

Purpose: To provide the Health Science student with an opportunity to develop and demonstrate knowledge and skills as a home health aide.

Description of Event: This event will consist of two rounds of competition. Round One will be a written, multiple choice test of knowledge and understanding. The top scoring competitors will advance to Round Two for the performance of selected skill procedure(s) identified in a written scenario. The scenario will require the use of critical thinking skills. The performance will be timed and evaluated according to the event guidelines.

Dress Code: Competitors shall wear proper business attire or official HOSA uniform, or attire appropriate to the occupational area, during the orientation and written test. Competitors will wear attire appropriate to the occupational area during the skill procedure(s). School identification or name pins must be removed or covered during competition. Bonus points will be awarded for proper dress.

- Rules and Procedures**
1. Competitors in this event must be active members of HOSA in good standing in the category in which they are registered to compete (Secondary or Postsecondary/Collegiate). Competitors should compete in skill events at the highest level of their training.
 2. The test shall be developed from the National HOSA test item bank and will consist of fifty (50) multiple choice items. Competitors will be given one hour to complete the test.

Round One: Written Test Plan

Becoming a Home Health Aide.....	10%
Responsibilities and Legal Rights.....	5%
Effective Communication Skills and Documentation.....	10%
Infection Control.....	5%
Wellness and Mental Health.....	5%
Body Systems and Common Disorders.....	40%
Caring for Terminally Ill Clients.....	5%
Caring for Clients with Alzheimer’s Disease.....	5%
Caring for Clients with Cancer.....	5%
Maternal and Infant Care.....	10%

3. All competitors shall report to the site of the event orientation at the time designated. The Round One test will immediately follow the orientation. **No proxies will be allowed for the orientation.** No study materials are allowed in the room.
4. All official references are used in the development of the written test. The specific reference selected for each procedure is listed in the Facilities, Equipment and Materials section of these guidelines.
 - Spatz, Audree and Suzann Balduzzi. *Homemaker Home Health Aide*, Delmar Publishing. Latest edition.

5. The test score from Round One will be used to qualify the competitor for the Round Two skill procedures. The procedures approved for this event are:

Procedure I:	Taking an Adult Tympanic Temperature
Procedure II:	Taking an Apical Pulse
Procedure III:	Emptying a Urinary Drainage Unit
Procedure IV:	Applying Clean Dressing and Ointment to Broken Skin
Procedure V:	Giving a Back Rub
Procedure VI:	Caring for Dentures
Procedure VII:	Moving a Client Up in Bed Using a Drawsheet
Procedure VIII:	Applying Elasticized Stockings
6. The selected procedure(s) for Round Two, in the form of a Home Health Aide Instruction Sheet (written scenario), will be presented to the competitor at the start of the skill to be performed. The timing for the skill will begin when the scenario is presented. The scenario will be the same for each competitor and will include a challenging component that will require the competitor to apply critical thinking skills.
7. The scenario is a secret topic. Professional ethics demand that competitors DO NOT discuss or reveal the secret topic until after the event has concluded. Competitors who violate this ethical standard will be disqualified.
8. In case of a tie, the highest test score will be used to determine the rank.
9. Competitors must complete all steps of the procedure listed in the guidelines even if the steps must be simulated/verbalized. Steps may NOT be simulated/verbalized when the equipment/materials are available.
10. The competitor must earn a score of 70% or higher on the combined skill procedure(s) of the event (excluding the test) in order to be recognized as an award winner at the NLC.
11. Competitors will be stopped at the end of the time allowed for a selected procedure(s).
12. Competitors must bring all items noted with *** in the materials section of these guidelines to the event.
13. Competitors must be familiar with and adhere to the "**General Rules and Regulations of the National HOSA Competitive Events Program.**"

Required Personnel

1. One Event Manager per event
2. One Section Leader per section
3. One judge per procedure selected per section (with expertise in the specific skill area)
4. Proctors for testing
5. One-two Courtesy Corps per section
6. Clients as required by the scenario (per section)
7. Holding room attendants(s)
8. Timekeepers (if necessary)

Facilities, Equipment and Materials (Per Section)

- General**
1. Clinical and/or laboratory stations for selected procedures
 2. Holding rooms or areas for competitors
 3. Written scenario (one copy per competitor and judge)
 4. Calculators, note pads, pencils for judges
 5. Certificates for each competitor that completes Round One
 6. Event evaluations and pencils
 7. Stopwatch
 - *** 8. Gloves (3 pairs per competitor)
 - *** 9. Watch with second hand
 - *** 10. Pens and pencils for all procedures
 11. Patient identification
 12. Daily record sheet (1 per competitor per scenario)

Round One: Written Test (Reference: All resources)

1. One test copy per competitor
2. Scantron forms
3. Paper for scratch paper/cover sheet

Round Two:**Procedure I Taking an Adult Tympanic Temperature** (Reference: Spatz)

1. Sink and paper towels OR alcohol-based handrub
2. Tympanic thermometer
3. Waste container
4. Disposable probe covers
5. Bed or chair

Procedure II Taking an Apical Pulse (Reference: Spatz)

1. Sink and paper towels OR alcohol-based handrub
2. Stethoscope, teaching
3. Waste container
4. Alcohol wipes
5. Bed or chair

Procedure III Emptying a Urinary Drainage Unit (Reference: Spatz)

1. Sink and paper towels OR alcohol-based handrub
2. Measuring device
3. Paper towels (1 per competitor)
4. Simulated urine (enough to refill bag for each competitor)
5. Sink (or basin) for emptying simulated urine
6. Alcohol wipes
7. Bed or chair
8. Urinary drainage bags (2 per section)

Procedure IV Applying Clean Dressing and Ointment to Broken Skin (Reference: Spatz)

1. Sink and paper towels OR alcohol-based handrub
2. Gauze 4x4 pads
3. Small waste bag (1 per competitor)
4. Ointment or medication/solution as indicated on instruction sheet
- *** 5. Tape ½" or 1"
- *** 6. Scissors
7. Bed or chair

Procedure V Giving a Back Rub (Reference: Spatz)

1. Sink and paper towels
2. Small towel (1 per competitor)
3. Lotion
4. Hamper (or plastic bag)
5. Bed

Procedure VI Caring for Dentures (Reference: Spatz)

1. Sink and paper towels
2. Alcohol-based handrub
3. Toothbrush
4. Toothpaste
5. Dentures
6. Dental cleaning tablet
7. Denture cup
8. Mouthwash
9. Small cups
10. Emesis basin
11. Washcloth
12. Small towel
13. Bed or chair

Procedure VII Moving a Client Up in Bed Using a Drawsheet (Reference: Spatz)

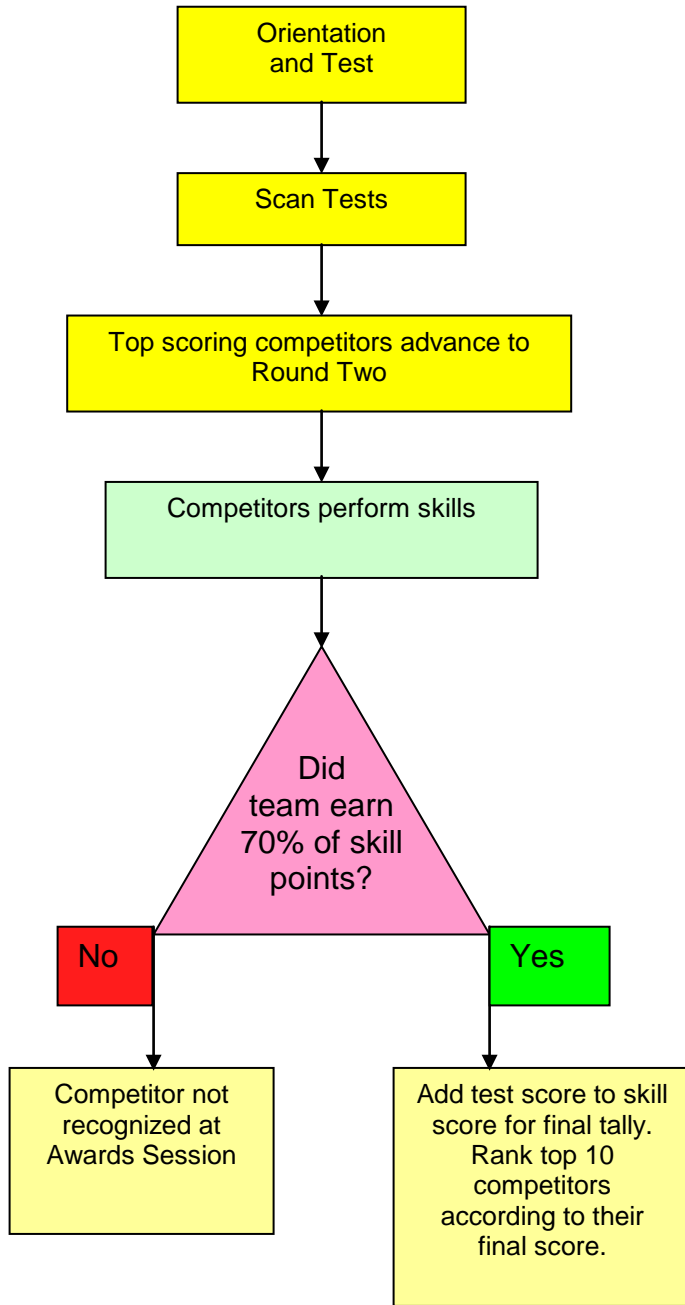
1. Sink and paper towels OR alcohol-based handrub
2. Drawsheet
3. Bed linens, including bed blanket and/or top sheet
4. Pillow
5. Bed

Procedure VIII Applying Elasticized Stockings (Reference: Spatz)

1. Sink and paper towels OR alcohol-based handrub
2. Knee-length elasticized stockings
3. Bed linens, including bed blanket and/or top sheet
4. Bed

*** Equipment brought to the event by the competitor.

Event Flow Chart



HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure I	Taking an Adult Tympanic Temperature (Time: 3 minutes)	Possible	Allocated
1.	Gathered equipment: tympanic thermometer, disposable probe cover, daily record sheet, gloves	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene and put on gloves.	2	
3.	Practiced standard precautions throughout procedure	1	
4.	Explained procedure to client.	2	
5.	Placed new probe cover on thermometer.	2	
6.	Turned thermometer on.	1	
7.	Pulled top of ear up and back.	2	
8.	Pressed top button and inserted covered probe in ear.	2	
9.	Removed probe from ear when beep sounded.	2	
10.	Removed the probe cover.	2	
11.	Accurately recorded temperature on daily record sheet.	4	
12.	Removed gloves and used alcohol-based handrub for hand hygiene.	2	
TOTAL POINTS -- PROCEDURE I		23	

***If a student jeopardizes the patient's or his/her own safety or fails to perform a critical technique and does not take immediate action to correct the error, the total points for the procedure or specific subpart(s) will be deducted.*

HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure II	Taking an Apical Pulse (Time: 3 minutes)	Possible	Allocated
1.	Gathered equipment: stethoscope, wristwatch with second hand, alcohol wipes, daily record sheet	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene	2	
3.	Practiced standard precautions throughout procedure	1	
4.	Explained procedure to client.	2	
5.	Cleaned stethoscope diaphragm and earpieces.	2	
6.	Placed stethoscope earpieces in ears.	1	
7.	Placed the diaphragm over the apex of the client's heart.	2	
8.	Counted the louder sound (lub) for one complete minute.	2	
9.	Removed the stethoscope from ears and client.	2	
10.	Recorded the pulse on graphic sheet.	2	
11.	Accurately recorded apical pulse on daily record sheet, within + or – 2 of the judges count.	4	
12.	Used alcohol-based handrub for hand hygiene.	2	
TOTAL POINTS -- PROCEDURE II		23	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure III	Emptying a Urinary Drainage Unit (Time: 4 minutes)	Possible	Allocated
1.	Gathered equipment: gloves, alcohol wipes, measuring device, paper towel	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene and put on gloves.	2	
3.	Practiced standard precautions throughout procedure	1	
4.	Explained procedure to client.	2	
5.	Placed paper towel underneath measuring device on floor below drainage bag.	2	
6.	a. Opened drain or spout and allowed urine to drain into measuring device.	2	
	b. Avoided allowing tip of tubing to touch sides of measuring device.	2	
7.	Closed drain, wiped it with the alcohol wipe, and replaced it in the holder on the bag.	3	
8.	Noted amount and color of urine (verbalized to judge).	3	
9.	Emptied urine into toilet (or designated container.)	1	
10.	Washed and rinsed measuring device.	2	
11.	Removed gloves and used alcohol-based handrub for hand hygiene.	2	
12.	Recorded output on daily record sheet.	2	
TOTAL POINTS -- PROCEDURE III		25	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure IV	Applying Clean Dressing and Ointment to Broken Skin (Time: 5 minutes)	Possible	Allocated
1.	Gathered equipment: gloves, 4X4 gauze pads, ointment (as ordered), waste bag, tape and scissors	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene and put on gloves.	2	
3.	Practiced standard precautions throughout procedure	2	
4.	Explained procedure to client.	2	
5.	Positioned client so area with dressing is accessible while maintaining client comfort.	2	
6.	a. Removed old dressing and discarded in waste bag.	2	
	b. Noted color, amount of drainage, and condition of surrounding skin (verbalized to judge).	2	
7.	Opened gauze pads while maintaining pad sterility.	3	
8.	Cut tape.	2	
9.	Applied ointment to the affected area (as ordered in the written scenario).	2	
10.	Applied dressing without touching center, holding dressing on the corners only.	2	
11.	Applied tape correctly.	2	
12.	Positioned client comfortably.	2	
13.	Discarded waste and returned supplies to storage.	2	
14.	Removed gloves and used alcohol-based handrub for hand hygiene.	2	
15.	Recorded dressing change on daily record sheet, noting observation of skin condition, that dressing was changed, and any client complaints.	4	
TOTAL POINTS -- PROCEDURE IV		34	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure V	Giving a Back Rub (Time: 5 minutes)	Possible	Allocated
1.	Gathered equipment: small towel, lotion	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene.	2	
3.	Practiced standard precautions throughout procedure	2	
4.	Explained procedure to client.	2	
5.	Provided privacy for the client (if appropriate).	1	
6.	Positioned client on side.	2	
7.	Placed small amount of lotion on hands, rubbing them together to warm lotion.	2	
8.	a. Started at base of spine and rubbed toward the neck in the center of the back, using both hands in one long stroke.	2	
	b. When reaching the neck, continued back down the sides of the back.	2	
	c. Repeated this circular pattern 3 more times.	2	
9.	Throughout procedure, added more lotion when necessary.	2	
10.	Repeated the steps above but changed to a spiral motion when continuing down the sides of the back, for a total of 45 – 90 seconds.	4	
11.	Removed excess lotion with small towel and repositioned client.	2	
12.	Washed hands and returned supplies to their proper place.	2	
13.	Recorded back rub on daily record sheet, noting observation of skin condition and any client complaints.	2	
TOTAL POINTS -- PROCEDURE V		30	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure VI	Caring for Dentures (Time: 5 minutes)	Possible	Allocated
1.	Gathered equipment: toothbrush, toothpaste, denture cleaning tablet, denture cup, gloves, mouthwash, small cup, emesis basin, washcloth, small towel	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene and put on gloves.	2	
3.	Practiced standard precautions throughout procedure	2	
4.	Explained procedure to client.	2	
5.	Asked client to remove dentures and place in denture cup.	2	
6.	Placed 2-3 inches cool water and washcloth in bottom of sink.	2	
7.	Turned on cold water and brushed all surfaces of the upper and lower plate with toothpaste, and rinsed.	2	
8.	Rinsed denture cup, filled with cold water and a denture cleaning tablet, and placed dentures in cup.	3	
9.	Assisted client to rinse mouth with mouthwash, expel rinse in emesis basin and wipe mouth.	2	
10.	Described (verbalized to the judge) the use of toothettes to clean the gums and tongue to observe the condition of the client's mouth.	1	
11.	Placed the denture cup within reach of the client and instructed client to insert dentures when needed.	2	
12.	Removed gloves, washed hands or used alcohol-based handrub, and returned supplies to their proper place.	2	
13.	Recorded completion of procedure, noting observation of skin (oral cavity) condition and any client complaints.	2	
TOTAL POINTS -- PROCEDURE VI		25	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure VII	Moving the Client Up in Bed Using the Drawsheet (Time: 3 minutes)	Possible	Allocated
1.	Asked the family member (judge) to help you move the client up in bed.	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene.	2	
3.	Practiced standard precautions throughout procedure	2	
4.	Explained procedure to client.	2	
5.	Instructed the family member (judge or event person) on what to do and how to help throughout all steps of the procedure, as needed. (points awarded at end of rating sheet.)	-	/
6.	Placed pillow at the head of the bed to protect the client's head.	2	
7.	a. Rolled both sides of the drawsheet (or flat sheet folding in fours) toward the client.	2	
	b. Placed the client's feet 12 inches apart.	2	
	c. Bent the client's knees	2	
	d. With the hand nearest the client's feet, grasped the rolled drawsheet.	2	
	e. With the other hand, both cradled the client's head and shoulders and firmly grasped top of the drawsheet.	2	
8.	Turned body and feet toward the head of the bed, keeping feet 12 inches apart knees slightly bent.	3	
9.	On a coordinated count of 3, lifted the drawsheet and client up toward the head of the bed without dragging the client.	3	
10.	Aligned client's body and limbs, placed pillow under head, tightened drawsheet and replaced covers.	4	
11.	Communicated appropriated and effectively to family member throughout procedure.	4	
12.	Washed hands or used alcohol-based handrub.	2	
13.	Recorded completion of procedure and client reaction.	2	
TOTAL POINTS -- PROCEDURE VII		37	

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HOME HEALTH AIDE

Competitor #: _____ Judge's Signature: _____

Procedure VIII	Applying Elasticized Stockings (Time: 5 minutes)	Possible	Allocated
1.	Gathered equipment: knee-length elasticized stockings	1	
2.	Washed hands or used alcohol-based handrub for hand hygiene.	2	
3.	Practiced standard precautions throughout procedure.	2	
4.	Explained procedure to client.	2	
5.	With client lying in bed, exposed one leg at a time.	1	
6.	Turned stocking inside out to heel by placing hand inside stocking and grasping heel.	2	
7.	a. Positioned stocking over the foot and heel of client, making sure the heel of the stocking is in the proper place.	2	
	b. Slid the remaining stocking over the foot and heel.	2	
	c. Continued to pull the stocking over the calf to above the knee.	2	
8.	Checked to be sure stocking is applied evenly and smoothly with no wrinkles.	2	
9.	a. Positioned stocking ON OPPOSITE LEG over the foot and heel of client, making sure the heel of the stocking is in the proper place.	2	
	b. Slid the remaining stocking over the foot and heel.	2	
	c. Continued to pull the stocking over the calf to above the knee.	2	
10.	Checked to be sure stocking is applied evenly and smoothly with no wrinkles.	2	
11.	Washed hands or used alcohol-based handrub.	2	
12.	Recorded completion of procedure and client reaction.	2	
TOTAL POINTS -- PROCEDURE VIII		30	

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HOME HEALTH AIDE INSTRUCTION SHEET

HOSA HOME HEALTH SERVICES

Client: <i>John Doe</i>		Day/Date: <i>Friday, June 22</i>	
✓	Bath	<i>Already bathed, please give a backrub.</i>	
✓	Grooming	<i>Care for clients dentures.</i>	
	Dressing		
	Mobility		
	ROM		
✓	Catheter	<i>Empty urinary drainage unit</i>	
✓	Temperature	<input type="checkbox"/> Oral	<input checked="" type="checkbox"/> Tympanic
		<input type="checkbox"/> Rectal	
✓	Pulse	<input checked="" type="checkbox"/> Apical	<input type="checkbox"/> Radial
	Respiration		
	Blood pressure		
Other Instructions:			
✓	<i>Apply clean dressing and ointment to.....</i> (specific instructions/ointment will be given.)		
✓	<i>Apply elasticized knee-length stockings.</i>		
	Housekeeping		
	Meals		
Additional Instructions:			
✓	<i>Get help to move client up in bed using a drawsheet as needed.</i>		
RN Signature: <i>J. Mintz R.N.</i>		Date: <i>6/22/07</i>	

HOME HEALTH AIDE DAILY RECORD

HOSA HOME HEALTH SERVICES

Client:	Day/Date:
Treatment/Results	Observations/Client Reaction
Bath	
Grooming	
Dressing	
Mobility	
Catheter	
Temperature	
Pulse	
Respiration	
Blood Pressure	
Other Instructions:	
•	
•	
•	
Additional Treatment or Observations:	
Home Health Aide Signature:	Date: