

## Oral Station Instructions to Skill Examiners

Thank you for serving as a Skill Examiner at today's examination. Please take a few moments to review the instructions for your station.

### Skill Examiner Responsibilities

- Act in a professional and unbiased manner toward everyone involved in the exam, including candidates.
- Limit conversation with candidates to instructions and answering exam-related questions.
- Do not behave in a way that is discriminatory or perceived as harassment, and immediately report all instances of discrimination or harassment to the National Registry Representative.
- Maintain control of your scenario.
  - Familiarize yourself with the details of the scenario.
  - Brief simulated patients and assistants.
  - Make sure all equipment is functional.
- Be sure that all exam materials always remain in a secure place.
- Return all exam materials to the National Registry Representative.
  - Include all notes taken by the candidate.
- Thoroughly document justification for the candidate's score, especially if any Critical Criteria are identified.
- Do not give verbal or physical cues to the candidate to indicate their performance at your station. Remain neutral and objective in your conduct.

### Skill Examiner Key Points

- Candidates are expected to choose equipment and medications based on current evidence-based guidelines and the national scope of practice for the level for which the candidate is testing.
- The chronological order in which a candidate performs each step for a skill is only important if performing steps out of order would cause harm.
- Reasonable equipment substitutions are acceptable. Direct any questions regarding equipment substitutions to the National Registry Representative.
- Report all equipment failures immediately to the National Registry Representative, and promptly replace defective equipment.

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## Oral Station

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- Assume that any intervention the candidate verbalizes is performed and continues successfully.
- You may only evaluate candidates in one oral station. For example, if you are the skill examiner in Oral Station A, you may not be the skill examiner in Oral Station B or any oral station retest.
- Candidates have a maximum 15-minute time limit to complete this skill station.
- If a candidate took notes, it is your responsibility to retain those notes upon completion of the station and return them to the National Registry Representative.
- If a candidate freezes, it is appropriate to prompt them without guiding them to the answer.
- You should role play as the patient or any bystanders and have the candidate interact with you as they would in the field.
- Use the information provided in the scenario to determine the patient's response to treatment.
- You must ask every candidate the related pathophysiology question as part of their assessment.
- Do not give verbal or physical cues to the candidate of their performance. Remain neutral and objective in your conduct.

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## Equipment List

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Do not open this skill station for testing until the National Registry Representative has provided you with a case for the Oral Station and you are situated in a quiet, secure room. You must be able to sit directly across the table from the candidate with the divider separating you. In addition, the following supplies must be available:

- Note paper for candidate (All notes **must** be collected before dismissing the candidate from the room.)
- Pen or pencil for candidate
- Divider barrier that prohibits candidate from observing any printed case materials or documentation
- Watch or visible clock with a second hand

## Instructions to the Psychomotor Skills Candidate Oral Skill Station

This is the Oral skill station in which you are responsible for all aspects of scene management and patient care for a given case. You will have 15 minutes to verbally complete a simulated out-of-hospital patient encounter. Remember that since we cannot see the patient you must verbalize every action. I will provide assessment findings and other information only at your request. Conduct yourself as if I am the patient and ask me any questions you would normally ask a patient in this situation. I will also play the role of bystanders or other health care providers. Verbalize all interventions, ask any questions, and verbalize any orders you would normally give in the field just as if this were a real call. Throughout the case, assume that medical direction grants permission for you to perform any interventions you request.

The make-up of your crew will be explained as part of the background information you'll read in a few moments. You are the team leader and are responsible for directing the actions of your assistants. They will not do anything without your direction. I will acknowledge your interventions and may ask you for additional information if needed. You will also be required to complete a simulated radio report of this call just like you would in the field. I will act as the receiving facility whenever you are ready to contact them.

Throughout the case you may take notes. Paper and a pen or pencil are provided for this purpose. At the completion of this case, leave all your notes in this room. Please remember that you are not permitted to discuss any specific details of this station with anyone at any time. Do you have any questions?

Your 15-minute time limit will begin as soon as I hand you the case. Please read this information out loud to me and be sure to return the case before leaving the room.

[The Skill Examiner now provides the candidate with the "Background and Dispatch Information" and begins the 15-minute time limit.]