



**HOME CARE ASSOCIATION OF AMERICA
LEVELS OF CARE EXAM SERIES**

LEVEL III - HOME HEALTH AIDE

Thank you to the Indiana Association for Home and Hospice Care, Inc.
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**NOTE TO EXAM ADMINISTRATOR: THE ANSWER KEY FOR
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Home Care Association of America

www.hcaoa.org

LEVEL III – HOME HEALTH AID TEST

NAME: _____ DATE: _____

Choose **ONE** correct answer for each multiple-choice question. Read carefully and enter the correct answer on the answer sheet.

COMMUNICATION SKILLS

1. You are taking care of a terminally ill client who is unconscious. Which of these measures should you take:
 - a. Keep the room dimly lit
 - b. Talk to the client about the care given
 - c. Give the client clear liquids to drink
 - d. Support the client in a sitting position

OBSERVATION, REPORTING, AND DOCUMENTATION

2. The client tells you he has had a red rash for three days. What should you do?
 - a. Tell him not to worry about it
 - b. Put an antibiotic cream on it
 - c. Report it to your supervisor
 - d. Tell him he may be allergic to fruit
3. The RN sees the client once a month for a catheter change, and the home health aide gives personal care three times a week. On this visit you notice blood in the catheter tubing. What should you do first?
 - a. Collect a urine sample
 - b. Force fluids
 - c. Notify your supervisor
 - d. Empty the drainage bag
4. Which of the following incidents in an ill client should you report immediately?
 - a. Talking to and hearing voices
 - b. Neglect of one's personal appearance
 - c. Skipping or stopping medications
 - d. All of the above
5. Mrs. Rand, who has diabetes and takes insulin regularly, tells the home health aide that she feels very nervous and jittery. What should the aide do?
 - a. Take her temperature
 - b. Call her doctor
 - c. Have her lie down on the bed
 - d. Call the supervisor immediately

OBSERVATION, REPORTING, AND DOCUMENTATION CONT.

6. The ability to make observations is even more important when working with infants and young children than it is when working with adults. The **MAIN** reason for this is that infants and young children:
 - a. Do not like to be told what to do
 - b. Are usually sicker than adults
 - c. Enjoy human contact more than adults
 - d. Cannot explain how they feel

READING AND RECORDING VITAL SIGNS

7. When taking a client's pulse, you should take it for:
 - a. 15 seconds
 - b. One full minute
 - c. 30 seconds
 - d. Two full minutes
8. If the client's pulse is outside of the parameters established by the nurse on the client's care plan, what should you do?
 - a. Tell the client he is getting better
 - b. Recheck the client's pulse at the next visit
 - c. Inform your supervisor right away
 - d. Just record the pulse in the normal way
9. Which of the following statements is **TRUE** when counting a client's respiration?
 - a. A breath in and out is counted as two respirations
 - b. Ask the client to try and breathe evenly
 - c. Ask the client to breathe as deeply as he/she can
 - d. It is best if the client is not aware that the respirations are being counted
10. In taking Mr. Brown's blood pressure, you obtain a reading that is not consistent with the range on the care plan developed by the nurse. What should you do?
 - a. You attribute the difference to him being excited because of the holiday season
 - b. You don't do anything about it
 - c. You decide to wait and check his blood pressure again at your next visit
 - d. You make a note of Mr. Brown's blood pressure and call the office to report it to the nurse
11. Why is the thumb **NOT** used when checking a client's pulse?
 - a. The flat part of the thumb is less sensitive than the flat part of other fingertips
 - b. The thumb can place too much pressure on the client's pulse
 - c. The thumb's pulse may be felt instead of the client's pulse
 - d. The thumb's tip is in a more awkward position than the other fingertips

INFECTION CONTROL

12. In what situations should gloves be used?
- When emptying a urinary drainage bag
 - When the client has been incontinent of stool
 - When the client has a draining wound
 - All of the above
13. The most effective way a HHA can protect the client from infections is to:
- Wash hands thoroughly before and after client care
 - Use hot water and detergent to wash soiled linens and gowns
 - Use gloves for handling body fluids
 - All of the above

BODY FUNCTIONS AND BEHAVIORAL AND PHYSICAL CHANGES

14. Mrs. Smith complains of constipation when you are there. Which of the following should you do?
- Call your supervisor immediately to report the situation
 - Limit her fluids
 - Tell her to do nothing, constipation happens from time to time
 - All of the above
15. What is the beginning sign of a pressure sore?
- Swelling
 - Numbness
 - Discoloration
 - Coolness
16. When working with a client who has Alzheimer's disease, what is the best way to manage any problem behavior?
- Observe the client to determine the reason for his behavior
 - Put him to bed, he will be better after a nap
 - Restrain the client in his chair or bed
 - Administer his medication immediately; he must need an additional dose
17. Which of the following symptoms may an individual with Alzheimer's disease have?
- Have memory loss, poor judgment, and sleep disturbances
 - Lose impulse control and the ability to communicate
 - May wander
 - All of the above

MAINTENANCE OF A CLEAN, SAFE ENVIRONMENT

18. A client receiving oxygen through a nasal tube. You would perform all of the following safety precautions **EXCEPT**:
- Make sure there are no kinks in the tubing
 - Turn off the oxygen at mealtime
 - Give oral hygiene as directed by your supervisor
 - Post a sign and do not allow smoking in the client's room

EMERGENCY PROCEDURES

19. While giving a bath in a shower chair, the client suddenly gasps and becomes unresponsive. The home health aide who is CPR certified should:
- Yell for caregiver assistance
 - Leave the client and call 911
 - Lower the client to the floor of the tub, use the nearest phone to call 911, and initiate CPR if indicated
 - Tell the family to stay with the client while you call 911 and your supervisor
20. In case of a fire in the home, what is the **BEST** procedure to follow?
- Tell the client to be calm, call the fire department, and then take the client out of the house
 - Get the client and yourself out of the house and call the fire department
 - Try and put the fire out yourself
 - Call your supervisor and the fire department, and then leave the house
21. A client is choking on some object that is caught in his airway. Before any first-aid measures are applied, find out:
- If the client's pulse is over 80
 - If the client can swallow liquids
 - If the client can speak or cough
 - If the client's respirations are less than six per minute

PERSONAL CARE

22. Mrs. Thomas had a stroke six months ago, which resulted in right-sided weakness along with difficulty in swallowing and speaking. Due to these problems she cries easily and gets angry with you frequently. How can you help ease her anxiety?
- Be patient and assist her in methods to express herself
 - Tell her to stop feeling sorry for herself and to try harder
 - Tell your supervisor that you do not want to work with Mrs. Thomas any longer
 - You do all of the talking

PERSONAL CARE CONT.

23. When a client dies, how can you best support the family?
- Avoid talking about the death
 - Pretend nothing happened
 - Listen to the family members who need to talk about the death
 - Try to cheer them up
24. Mr. Walters was recently sent home from the hospital with an IV in his left arm. He is weak and needs assistance in bathing and dressing. Which procedure is **incorrect** when giving his care?
- Avoid getting the tape wet when washing around the arm
 - Maintain the IV bag below his waist
 - Keep the IV tubing free of tangles
 - Report any complaint of pain in the arm with the IV
25. In giving foot care to a diabetic client, the home health aide **should not** do which of the following?
- Soak the client's feet for more than 5 minutes in a basin of warm water
 - Dry the foot thoroughly making sure to dry between the toes
 - Put lotion on the client's feet after drying them
 - Cut the toenails
26. Which of the following is the most appropriate practice to promote good skin care in the elderly?
- Keep the skin clean and well-moisturized
 - Apply alcohol to the skin after each bath
 - Use highly scented perfumed soaps to prevent body odor
 - All of the above

SAFE TRANSFER TECHNIQUES AND AMBULATION

27. Mrs. Alexander was in a car accident and sustained multiple fractures one month ago. She is now being cared for in her home. Her right leg is still in a cast. When you ambulate this client with her walker, where would you stand?
- On her left side to support her strong side
 - On her right side slightly behind her
 - Behind her
 - In front of her so that you can move either way to her strong side or weak side if needed

SAFE TRANSFER TECHNIQUES AND AMBULATION CONT.

28. A client has had a stroke and has left-sided weakness. It is best for the personal care assistant to assist this client by walking:
- Directly in front of the client
 - Directly in back of the client
 - On the client's left side
 - On the client's right side

NORMAL RANGE OF MOTION AND POSITIONING

29. Mrs. Martin has had her knee joint replaced due to severe osteoarthritis. You need to assist her with her range of motion. Which of the following statements about range of motion is **TRUE**?
- Range of motion does not need to be done more than twice a day
 - Range of motion should be done even if the client complains of pain
 - It is better to do the range of motion for the client
 - Strength and flexibility of the joint will return faster if the client moves the joint herself
30. To prevent pressure sores in the elderly, you should:
- Change the client's position every two hours if they are unable to do so themselves
 - Get the client out of bed if they are allowed to do so
 - Ensure adequate nutrition with special emphasis on protein
 - All of the above
31. When caring for a client who is on bed rest, what should you do to prevent pressure sores?
- Keep the top sheets well tucked in
 - Keep the bottom sheet free of wrinkles
 - Use only sheets that are 100% cotton
 - Use only woolen blankets to cover the client
32. Physical therapy is started on your client. Which of these statements about exercises is **TRUE**?
- If a client cannot talk, do not explain the exercises to the client
 - During exercises, all joints should be moved in all directions
 - When the client does not assist when the joint is moved through the range of motion, the exercise is called active range of motion
 - It is important to support body parts above and below the joints when they are being moved during range of motion

NUTRITION

33. If there is 50cc left in a glass and the glass holds 150cc, you should record the intake as:
- 90cc
 - 120cc
 - 100cc
 - 50cc
34. If a client is to have a fluid intake record kept, the right time to record the client's fluids is:
- When fluids are served to the client
 - When the client is finished drinking the fluids
 - Every 2 hours
 - After each meal
35. Which food is appropriate on a low salt diet?
- Potato chips
 - Ham
 - Chicken
 - Canned soup
36. Elderly patients often have a less efficient digestive system. What can the home health aide do to help the patient?
- Offer small frequent meals
 - Give the patient a glass of water just before a meal
 - Allow sufficient time for eating
 - a and c

THE FOLLOWING ARE TRUE OR FALSE STATEMENTS

37. Beliefs and practices differ in cultures and often include what medical treatments may be accepted.
- True
 - False
38. When changing a client's position, the use of a draw sheet prevents friction that could cause skin injury.
- True
 - False

THE FOLLOWING ARE TRUE OR FALSE STATEMENTS CONT.

39. If you do not chart a task, legally it has not been done.
- True
 - False
40. It is important to keep the client covered during a bed bath except for the part being bathed.
- True
 - False
41. It is best to use a gait belt if a client is unsteady.
- True
 - False
42. Passive range of motion exercises are for the prevention of contractures in clients with paralyzed limbs.
- True
 - False
43. An unconscious or paralyzed client requires position changes every three hours.
- True
 - False
44. To get an accurate reading, the BP cuff should be properly positioned.
- True
 - False
45. The symptoms and treatment of Alzheimer's disease are the same for all clients with Alzheimer's.
- True
 - False

LEVEL III – HOME HEALTH AID TEST – ANSWER KEY

- | | |
|-------|-------|
| 1. b | 26. a |
| 2. c | 27. a |
| 3. c | 28. c |
| 4. d | 29. d |
| 5. d | 30. d |
| 6. d | 31. b |
| 7. b | 32. d |
| 8. c | 33. c |
| 9. d | 34. b |
| 10. d | 35. c |
| 11. c | 36. d |
| 12. d | 37. a |
| 13. d | 38. a |
| 14. a | 39. a |
| 15. c | 40. a |
| 16. a | 41. a |
| 17. d | 42. a |
| 18. b | 43. b |
| 19. c | 44. a |
| 20. b | 45. b |
| 21. c | |
| 22. a | |
| 23. c | |
| 24. b | |
| 25. d | |

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GH/HCAOA/HHA CERTIFICATION TEST LEVEL III