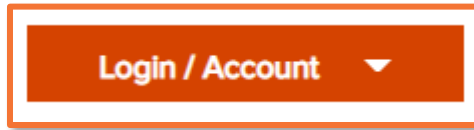
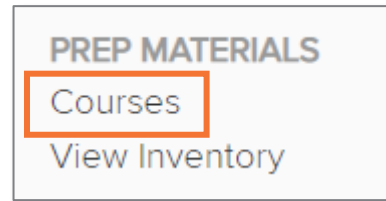


**Step 1:** Log into your administrative account at [NHANOW.com](https://www.nhanow.com).



**Step 2:** Under Prep Materials in your navigation on the left-hand side select **Courses**

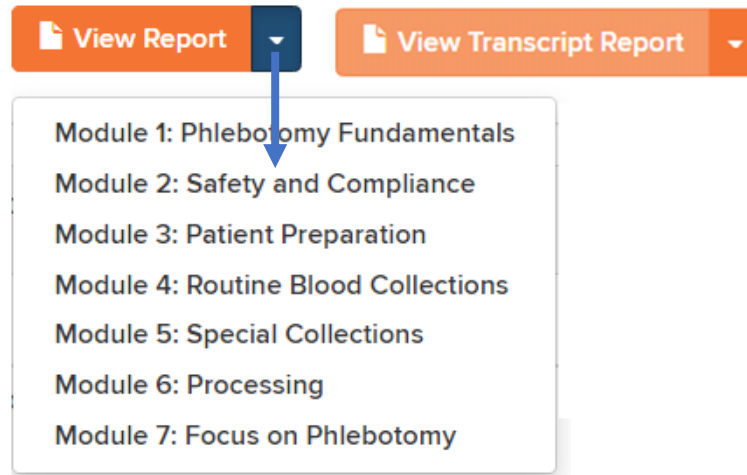


**Step 3:** Select the **Course Details** tab associated to the course you are viewing

Name	Start Date	End Date	Current Enrollment	Actions
CPT 2.0 Presentation Course	2018-07-01		3	<a href="#">Course Details</a>

**Step 4:** Scroll down the page to locate the orange boxes connected to the **Online Study Guide**

- Each box will take you to a different report, based on your content.
- You can select the drop-down for a specific module or you can view the entire report



*\*If your material has 4 options, please also see information on the **P360 Vitals** report located in the Learning Insights Center*

# Study Guide

## View Report:

A Group Performance Profile

- Outlines per module candidate usage, logins, and quiz scores across all on the course roster
- Scrolling down will show per candidate login attempts and quizzes in a weekly breakdown

**Group Module Report**

Name: Certified Phlebotomy Technician (CPT) Study C  
 Module: Safety and Compliance ← Module of the study guide

Institution: NHA Presentation  
 Group Size: 5 ← Number of candidates in the Course

Module Overview			
	Logins/ Attempts	Time Use (hh:mm:ss)	Avg Score
LESSON	5	0:24:36	
QUIZ : Safety and Compliance Quiz	4	0:15:19	62.5%

Total Login attempts, time spent, quizzes

Lesson History		
History by Student and Week	No. of Sessions	Time Spent (hh:mm:ss)
<b>Middleton, Marvin</b>		
08/06/2018 - 08/12/2018	1	0:08:35
11/11/2019 - 11/17/2019	1	0:01:48
<b>NeedsHelp, Nancy</b>		
05/29/2019 - 05/26/2019	2	0:09:26
06/17/2019 - 06/23/2019	1	0:04:47

Weekly access by candidate, total logins, and time spent

Module Quiz: Safety and Compliance			
Date	Time (mm:ss)	Score	Score
<b>COMPOSITE SCORE</b>	03:49	62.50%	62.50%
<b>Middleton, Marvin</b>			
Safety and Compliance Quiz	7/10/2018 12:45:00 PM	02:38 75.00%	75.00%

Group Quiz average  
Individual Quiz Scores

## Transcript Report:

Per candidate complete NHA access

- Once the candidate sits for their NHA exam, their score will load in the Proctored Assessment category
- Content is broken down by Practice Tests/Quizzes and Study Guide Usage
- Assessments are logged alphabetically not chronologically
- Study Guide Usage shows the complete usage summary followed by a per-chapter outline

**Proctored Assessment**

Assessment Name	Date/Time	Score	Individual Proficiency Level	Individual Mean National Program	Individual PR National Program	Total Focused Review Time	Individual Score
NHA Phlebotomy Technician (CPT) Certification Exam PSI	7/30/2019 2:01:00 PM	398	N/A		1	N/A	0 10 20 30 40 50 60 70 80 90 99

NHA Exam Date/Time Score

**Practice Test & Quiz Summary**

Assessment Name	Date/Time	Individual Score	Practice Time	Total Focused Review Time	Individual Score
Certified Phlebotomy Technician (CPT) Practice Test 2.0 A	6/18/2019 9:23:00 PM	49.0%	55 min	N/A	▲
Certified Phlebotomy Technician (CPT) Practice Test 2.0 A	7/25/2019 10:47:00 AM	81.0%	1 hr 26 min	0 min	▲
Certified Phlebotomy Technician (CPT) Practice Test 2.0 B	7/1/2019 12:17:00 PM	59.0%	39 min	N/A	▲
Certified Phlebotomy Technician (CPT) Practice Test 2.0 B	7/28/2019 4:54:00 PM	69.0%	60 min	N/A	▲
Certified Phlebotomy Technician (CPT) Practice Test 2.0 C	7/21/2019 11:37:00 AM	50.0%	1 hr 12 min	N/A	▲
Certified Phlebotomy Technician (CPT) Practice Test 2.0 C	7/29/2019 11:33:00 AM	74.0%	36 min	N/A	▲
Patient Preparation Quiz	7/1/2019 12:43:00 PM	55.0%	8 min	N/A	▲
Patient Preparation Quiz	7/21/2019 11:56:00 AM	60.0%	14 min	N/A	▲
Patient Preparation Quiz	7/22/2019 3:23:00 PM	60.0%	5 min	N/A	▲
Processing Quiz	7/25/2019 9:20:00 AM	55.0%	8 min	N/A	▲
Routine Blood Collections Quiz	7/9/2019 7:15:00 AM	60.0%	11 min	N/A	▲

Assessment Completed in alphabetical order Date and Time Completed Score and length of time to complete Time logged in Focused Review \*Only applicable after Practice Tests All Scores visual outline

**Module: Phlebotomy Fundamentals**

Module Time Use Summary: Total Time Use: 13 min

Week of	Time Use
06/24/2019 - 08/30/2019	1 min
07/01/2019 - 07/07/2019	1 min
07/22/2019 - 07/28/2019	12 min

Time logged per week per Module Total time logged per Module

### Combined Report:

An outline of each individual candidate's usage per person, per Module.

- Candidates receive a copy of this in their NHA accounts

**Module Overview:** An outline of logins and quiz attempts

**Lesson History:** A weekly log of logins and time spent

**Module Quiz:** A catalog of all quiz attempts including date, time spent, and score.

### Module Report

Name: Certified Phlebotomy Technician (CPT) Study Guide 2.0

Module: Safety and Compliance

← Study Guide Module

Individual Name: Katie Kando

← Candidate's Name

Institution: NHA Presentation

#### Module Overview

	Logins/ Attempts	Time Use (hh:mm:ss)	Avg Score
LESSON	4	1:32:24	N/A
QUIZ : Safety and Compliance Quiz	2	0:14:56	72.5%

↑ Total Logins      ↑ Time Spent      ↑ Averaged Quiz Score

#### Lesson - History

Week	No. of Sessions	Time Spent (hh:mm:ss)
07/01/2019 - 07/07/2019	3	0:55:59
07/22/2019 - 07/28/2019	1	0:36:25

↑ Calendar week of candidate access      ↑ Number of logins per week      ↑ Time logged per week

#### Current Module

#### Module Quiz: Safety and Compliance

	Date	Time (mm:ss)	Score	Score
<b>Composite Score</b>		07:28	72.50%	72.50%
Safety and Compliance Quiz	7/7/2019 12:36:00 PM	10:07	50.00%	50.00%
Safety and Compliance Quiz	7/7/2019 12:41:00 PM	04:49	95.00%	95.00%

↑ Date and time attempted      ↑ Time it took to complete      ↑ Attempt Score, numerical and visual

## Practice Tests

### Transcript Report:

Identical to the Transcript Report from the Online Study Guide

- Only Shows those candidates who have attempted that practice test form.

Transcript for Marvin Middleton

#### Practice Test & Quiz Summary

Assessment Name	Date/Time	Individual Score	Practice Time	Total Focused Review Time	Individual Score
Administrative Assisting Quiz	7/10/2018 12:33:00 PM	73.3%	1 min	N/A	▲
Advanced Calculations Quiz	7/9/2018 2:17:00 PM	75.0%	2 min	N/A	▲

#### Study Guides and Quizzes

Certified Patient Care Technician Study Guide

Study Guide Time Use Summary:

Total Time Use: 0 min

Week of	Time Use
02/24/2020 - 03/01/2020	0 min

### View Report:

Averaged score of all candidate outcomes for that practice test form Version

- Outlines the full test plan, including items per competency
- Provides the group percentage accuracy across all test plan items
- Individual scores listed at the bottom of the report

### Group Performance Profile Certified Phlebotomy Technician (CPT) Practice Test 2.0 A

Group Performance in the Major Content Areas		
Sub-Scale	# Items	Group Score
Safety and Compliance	25	68.0%
Patient Preparation	23	75.4%
Routine Blood Collections	30	68.9%
Special Collections	7	57.1%
Processing	15	64.4%

Group Score: **68.7%**

← Group score averages

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### Topics To Review

Topic	% of students answering the Item Correctly
<b>Safety and Compliance (25 items)</b>	
Safety and Compliance: Adhere to HIPAA regulations regarding protected health information.	33.3%
Safety and Compliance: Adhere to regulations regarding operational standards (e.g., The Joint Commission, Clinical and Laboratory	33.3%
Safety and Compliance: Follow hand hygiene guidelines to prevent the spread of infections.	33.3%
	58.3%
	75.0%
	66.7%

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### Individual Scores

Name	Student Number	Booklet ID	Institution Benchmark Met	Individual Score	Individual Score (% correct)
KANDO, KATIE		82284662		95.0%	▲
MIDDLETON, MARVIN		82284687		75.0%	▲
NEEDSHELP, NANCY		82288040		36.0%	▲

### Combined Report:

Individual candidate outcome for the practice test version

- Candidates receive their own report in their NHA results
- Provides a list of topics to review, includes all competencies on which that candidate missed at least 1 practice test question
- Identifies that competency location in the NHA study guide

### Individual Performance Profile Certified Phlebotomy Technician (CPT) Practice Test 2.0 A

Individual Name: **MARVIN MIDDLETON**

Student Number:

Institution: **NHA Presentation**

Test Date: **6/29/2018**

# of Questions: **100**

Individual Score: **75.0%**

Practice Time: **13 min**

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### Individual Performance in the Major Content Areas

Sub-Scale	# Items	Individual Score	Individual Score (% Correct)
Safety and Compliance	25	80.00%	80.00%
Patient Preparation	23	73.90%	73.90%

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### Topics To Review

**Safety and Compliance (13 items)**

Adhere to HIPAA regulations regarding protected health information. (CPT 2016 Study Guide Task 1C)

Adhere to regulations regarding operational standards (e.g., The Joint Commission, Clinical and Laboratory Standards Institute, Centers for Disease Control). (CPT 2016 Study Guide Task 1B)

Follow exposure control plans in the event of occupational exposure. (CPT 2016 Study Guide Task 1H)

Follow transmission based precautions (e.g., airborne, droplet, contact). (CPT 2016 Study Guide Task 1I)

Perform quality control for laboratory equipment (e.g., maintain logs for equipment inspection, reporting and troubleshooting equipment issues). (CPT 2016 Study Guide Task 1E)

**Patient Preparation (10 items)**

Determine site for specimen collection, based on the Clinical and Laboratory Standards Institute standards, to minimize

*\*Candidates are encouraged to launch their Focused Review, which will automatically pull those competencies from the NHA study guide for further remediation.*