

CNS Vital Signs meets the neuropsychology criteria of a standardized test. Like all neuropsychological tests it is important to **administer CNS Vital Signs under optimal conditions**: It is recommended that the examiner / testing technician e.g. med-tech develop rapport with the patient, gain cooperation, and conduct in an environment that is as free as possible from distracting influences. The examiner or testing technician should promote an atmosphere of cooperation, accuracy, and honesty and that minimizes any chance of collecting less than optimal data from the patient.

To begin, ENTER the necessary information after the patient has arrived.

- **Enter Subject Reference / Patient ID** (Develop a Standard Clinic Patient Identification Policy) [CLICK TEST](#)
- **Enter Date of Birth** (Use the Drop Down Date-of-Birth Boxes)
- **OPTIONAL: Enter Relevant Demographic Data** (Develop a Standard Clinic Policy) Collecting a standard set of data can enable and enhance a cognition registry, outcomes database, etc. [CLICK OK](#)
- **Choose Language and Confirm Patient ID**
- **Choose Neurocognitive Tests and Rating Scales or Auto-Select using a Test Panel Button**
- **Ask the subject to take a seat and make themselves comfortable and Begin Instructions** NOTE: Wait to click the OK button until you review the instructions with the patient.

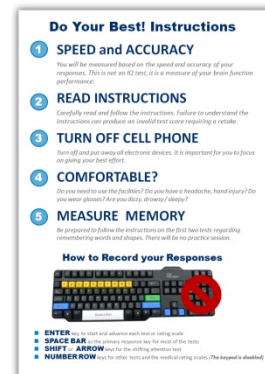
“Do Your Best” Patient Guide: The KIT contains a GUIDE that allows you to review the salient points that can help patients obtain their BEST RESULTS.

[\(Technician Administration Script Example\)](#)

You are about to take a **SIMPLE yet CHALLENGING** computer based assessment called CNS Vital Signs. Dr. [name] has asked that you take the test to help the Doctor evaluate your brain’s function under challenge. The results will provide the doctor with objective clinical information to better understand your neurocognitive status.

**I want to emphasize that taking the tests is not difficult, they require NO Special Keyboarding Skills, the tests have Self-Directed Easy to Understand Instructions, and many of the tests have Practice Sessions to help you learn the test.** (Omit this section if the patient appears impaired or can’t read and needs testing administration assistance.)

**For the best possible results it is important for you to give your best effort. The assessment will take approximately 30 minutes to complete.** (The time may vary and will be based on the number of subtests selected.)



CNS Vital Signs  
Instruction Card  
(see last page)

**1** You will be measured on your ability to **RESPOND** to a variety of mental challenges. Your responses will be recorded for both their **SPEED** and **ACCURACY**. You **DO NOT** need computer experience or computer skills to take the assessment. You will only use a few keys on the keyboard to record your responses. (FLIP THE CARD... On the back of the card you can point out). You will use the **ENTER KEY**...to advance each test (Have them **POINT TO THE ENTER KEY**)

The **SPACE BAR** on the keyboard will be used to record most of your responses to the tests. (Have them **POINT TO THE SPACE BAR**) NOTE: Have the individual place the preferred hand palm down, with the index finger extended and placed on the space bar. Direct the individual to tap the space bar as quickly as possible when responding to test stimuli or instructions.

You will use the **LEFT** and **RIGHT SHIFT KEYS** (LOCAL App) or **ARROW KEYS** (WEB App), on one test to make correct choices...and another test will use the keys on the **NUMBER ROW** to match a number with a correct shape or symbol. (Have them **POINT TO THE SHIFT KEYS AND NUMBER ROW**) NOTE: Again use only the index fingers.



You will not be able to use the “NUMBER KEYPAD” because the testing requires that you use the NUMBER ROW.

- 2 READ the INSTRUCTIONS. There will be separate instructions for each test. You must read them carefully! (Emphasize that the test subject should read the instructions carefully!) Each test, except for the *first two memory tests and the continuous performance test* (which comes at the end of the test) will have a practice period to allow you to get comfortable with the format of each test. **Again... Carefully read the test instructions that precede each test. If you need to take a break during testing, please do so during one of the instruction pages. CNS Vital Signs tests are timed once they begin.**
- 3 TURN OFF any Cell Phones or Handheld Devices. Make sure the testing environment is free from distraction - quiet room, closed door, no window view, possibly headphones, etc.
- 4 ARE YOU COMFORTABLE? Is the patient comfortable during testing - seating, arm positions, recent restroom visit. Check for any hand or arm injuries or seating challenges that might impede testing. Check the patients vision of the computer screen e.g. do they wear glasses... are they wearing them?
- 5 MEASURE MEMORY... You will begin the assessment with tests of your MEMORY. **BE PREPARED** because you will IMMEDIATELY be asked to remember a series of WORDS... So be prepared. Remember... You will be measured on both your speed and accuracy. The words will be presented every 2 seconds. Please contact me (unless you stay to help an impaired patient with the instructions) when you are finished or if you have questions. **NOTE: This step is optional if you decide not to use the CNS Vital Signs memory tests.**

## DO YOU HAVE ANY QUESTIONS?

This assessment will give your doctor important information... SO DO YOUR BEST!

■ CLICK OK First Test Screen Appears on the Screen... YOU MAY BEGIN THE TEST.

At the end of test you can remove the patient from the computer or exam room prior to entering **the administrator password 'cnsvs'** which will allow the test results to be auto-scored, pop-up in the browser, and ready for printing.

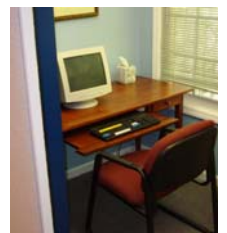
**NOTE:** “...discovering and documenting what a patient is capable of doing, or not doing, under the best of circumstances is of tremendous clinical value...” Source: Handbook of Normative Data for Neuropsychological Assessment.

## Test Administration Examples:



*CNS Vital Signs  
Ultra Test  
Station is a  
Popular Solution  
for many Clinics  
and Hospitals.*

*For more  
information  
contact:  
1.888.750.6941 or  
support@cnsvs.com*



# Do Your Best! Instructions

## 1 SPEED and ACCURACY

*You will be measured based on the speed and accuracy of your responses. This is not an IQ test, it is a measure of your brain function performance.*

## 2 READ INSTRUCTIONS

*Carefully read and follow the instructions. Failure to understand the instructions can produce an invalid test score requiring a retake.*

## 3 TURN OFF CELL PHONE

*Turn off and put away all electronic devices. It is important for you to focus on giving your best effort.*

## 4 COMFORTABLE?

*Do you need to use the facilities? Do you have a headache, hand injury? Do you wear glasses? Are you dizzy, drowsy / sleepy?*

## 5 MEASURE MEMORY

*Be prepared to follow the instructions on the first two tests regarding remembering words and shapes. There will be no practice session.*

## How to Record your Responses



- ENTER key, to start and advance each test or rating scale
- SPACE BAR as the primary response key for most of the tests
- SHIFT or ARROW keys for the shifting attention test
- NUMBER ROW keys for other tests and the medical rating scales (*The keypad is disabled*)