

Certified Nursing Assistant Training

HCT 118 Credit & NRSN 118 Non-Credit Course

For more information or to register please call 535-5301

08/11/2017



Prerequisite: Must be at least 16 years old and have all immunizations (listed below).

This course is designed for persons needing nursing assistant training or for students preparing to enter the practical nursing program. In addition to the classroom and lab hours, 32 hours of clinical experience, must be completed in a skilled nursing facility. The clinical portion of the course must be successfully completed during the same term as the lecture/lab. After passing the class, students are eligible (for a fee) to test for the state skills exam and then the state written exam. Both exams are offered at CEI. You have six months after passing the class to pass the skills exam and another six months to pass the written exam. If you do not pass both exams within that time frame, you are required to retake the course before being allowed to sit for either of the state exams.

Credit vs. Non Credit

Credit – clinicals are part of the scheduled class time

Non-Credit – clinicals are scheduled as additional time outside of the scheduled course, usually three Fridays or three Saturdays in a row

Credit – can vary in length, usually 8-12 weeks

Non-Credit - is about 8 weeks or less in length

Credit – 4 college credits are awarded

Non-Credit – No college credit is awarded

The same CNA license is issued by the state upon successful completion of testing for both the credit and non-credit courses.

Tuition: \$516.00 (4 credits x \$129.00 per credit)

Computer Fee: \$15.00

Lab Fee: \$155.00

Malpractice Insurance Fee: \$20.00

Skills Exam: \$50.00** **Nonrefundable**

Written Exam: \$21.00 (other \$29 paid to Prometric at time of testing)

Total Fees: \$777.00 **

(This class alone is not eligible for federal financial aid)

**Prices subject to change without notice

Additional Fees:

Books: CNA textbook "*Hartman's Nursing Assisting, A Foundation in Caregiving 4th Edition, Dugan*" (ISBN# 978-1-60425-061-9) and workbook (ISBN# 978-1-60425-062-6) are sold together in our bookstore, CPR book (American Heart Association BLS Provider manual (ISBN# 978-1616694074) and skills packet workbook with DVD, also available at the CEI book store.

Written Exam: \$50.00 (\$21 to CEI and \$29 paid by debit/credit card online). Each additional re-testing will require re-registration for the exam and repayment of the fee. You must bring a picture ID and your Social Security card in order to take the test.

Scrubs: \$25 and up. They cannot be white nor have the CEI logo on them. Must be worn to class starting 2nd week.

2 Piece Blood Pressure kit (separate Sphygmomanometer and Stethoscope): at the CEI bookstore.

Immunizations: Hepatitis B and current TB skin test. The first Hepatitis B shot and the TB test need to be done as quickly as possible in case clinicals start earlier than usual.

Certified Nursing Assistant Training

1. Not everyone should be a CNA. In clinicals you are responsible for the care and well-being of vulnerable adults.
2. You must be in class.
3. You must be on time to clinicals. No tardies are allowed. Clinicals start promptly at 5:45 am.
4. You must be physically able to lift and move objects and people.
5. The first day of class, you will need a blood pressure cuff and a stethoscope. Do NOT get a blood pressure cuff with the stethoscope attached or with a metal bar on it.
6. The first week of class you will need to have proof of at least the first Hepatitis B vaccine and a negative TB skin test (or chest x-ray) that was given within the six months. A background check will be obtained from <https://www.idcourts.us/repository/start.do>.
7. You must participate in class. If your eyes are closed, you will be considered asleep. You will be counted absent the whole class.
8. In class and clinicals you must not have any visible tattoos, piercings, or "B's" showing (back, buttocks, breasts & belly). You may wear only one set of earrings. If any of the above is **visible**, you will be asked to leave clinical. In class, 100 points will be deducted from your grade for each offense.
9. No cell phones will be visible or used in class, lab or clinical. Failure to comply in class/lab will result in 100 points (each incident). In clinical it will result in a failing grade.
10. No late work will be accepted. (Work is considered late if the instructor has begun taking roll.)
11. You must have at least an 80% average on tests, quizzes, etc. You may retake each test once. Repeat tests must be completed within one week of the original test. If you miss class, you will receive a 0% on the test. B- or 82% is required to pass the class.

Clinical Experience

You must attend all scheduled hours. No tardies or absences will be accepted. You must attend the facility you are assigned. Clinicals are scheduled outside of class; usually on Fridays or Saturdays.

When at clinicals you must:

Be on time in appropriate attire

No cell phones allowed in your pocket or visible in the facility

Wear clean scrubs, socks and shoes (with heels and toes intact)

Complete all tasks required of you competently and with a good attitude

No heavy perfume, make-up or smoke smell

Post earrings may be worn, but no other jewelry

Wear your EITC nametag, black ink pen, note paper or a piece of paper

No visible tattoos or piercings

Hair is to be styled above the shoulders

No long fingernails or dark polish

The following are the requirements and expectations for the CNA class. It is your responsibility to know and understand these requirements. Please make a copy for your records and for future reference.

You will need to provide documentation of the following:

- Current (within 6 months) annual TB skin test or if positive result, provide x-ray results
- Hepatitis B must have first of three shots initiated.
- CNA textbook and work book, the BLS CPR book and skills packet from the CEI bookstore.
- 2-piece blood pressure kit and stethoscope also available in the CEI bookstore.
- The Healthcare Provider CPR will be included in the first week of class.

Will be talked about the first day of class:

- Background check - (free)
- Scrubs – Must wear to clinicals and skills testing. Must wear to class starting the second week.
- Clinicals – Required to have 32 hours of unpaid time in an approved long term care facility. These are scheduled by your instructor. You will be notified of dates the first day of class.

CNA Testing:

- **Skills exam** – Registration and payment for skills will occur at the time of registration. The exam is taken after successful completion of the course. Refunds will **NOT** be given. If you cannot test on your original skills testing day and time, you will have to pay an additional \$50 fee to reschedule. The skills exam is \$50 and can only be taken a maximum of 3 times. Students who are late and do not have photo ID will not be allowed to test and will have to pay another \$50 to reschedule. The name on the student's photo ID must match the name that is on the roster at the time of testing or they will not be allowed to test. Students have 6 months from the completion of the course to successfully complete the skills exam. Students must successfully pass the skills exam before registering for the written exam.
- **Written exam** – (Total \$50) - \$21 to CEI at the time of registration and \$29 paid by credit or debit card online during testing. You must bring a picture ID and your Social Security card in order to take the written test. This exam is offered in the Health Professions Computer Testing lab on the 2nd floor of the Health Education building in Room 6254 on the main CEI campus. Lab hours will vary depending on the semester. The written exam may be repeated up to a total of 3 times. Students who fail in the 3rd attempt will have to repeat the course. Students have 1 year from the finish of the course to complete the passing of the written exam. When testing, students must use and enter the name that is on their legal ID at the time of test.

If you have any questions or want to schedule an appointment, please contact Maria Bates at 535-5301 during office hours.

REFUND POLICY:

For Module classes (less than a full semester long, credit or noncredit):

Module fee refunds will be made as follows:

Withdrawal prior to first day of module course - 100%

Withdrawal during first week of module course - 50%

No refund after the 1st week of module course.

For Semester classes (credit):

Registration fee refunds will be made as follows:

Withdrawal prior to first day of term - 100%

Withdrawal during first week of course - 100%

Withdrawal during the second week of course - 50%

Withdrawal during the third week of course - 25%

No refund given after the third week of course.