

The Certified Nursing Assistant (CNA) program is a comprehensive program designed to prepare graduates to pass the NNAAP State Exam and obtain employment in the healthcare industry as competent members of healthcare teams. The Nursing Assistant Program consist of 3 classes (11 credits), taken in succession, over the course of 10 weeks.

The classes combine theory and hands-on skills training emphasizing professional communication, compassionate care-giving and procedural nursing skills. Students learn how to perform fundamental nursing skills such as, taking vital signs, bathing, dressing and safe patient positioning. The skills laboratory is equipped with hospital beds and medical equipment to practice and develop basic nursing skills in an active learning environment prior to the clinical rotation.

ENROLLMENT PROCESS

- 1. Apply** to Lake Washington Institute of Technology
- 2. Meet with an Advisor 425-739-8300**
- 3. Obtain registration packet that includes the following:**
 - Clinical Passport document & instructions (See page 5)
 - Program information sheet
- 4. Register for NURS 107, 108, 109.**
- 5. Immediately following registration work to complete your TB and immunization requirements. Immunizations can take up to 3 weeks to complete.**

Prior to the first day of class, students must complete the following clinical passport requirements and email them to Bryan Cofer bryan.cofer@lwtech.edu.

NOTE: It is strongly recommended that students start the Hepatitis B series.

Tuberculin Status (Initial 2-step) requires a total of 4 visits over 2-3weeks.

MMR (Measles, Mumps & Rubella) - Two doses of vaccine or a titer demonstrating immunity)

Varicella (Chicken pox)- Two doses of vaccine a titer demonstrating immunity)

Tdap (Tetanus, Diphtheria & Pertussis)- within the last 10 years

Tuberculosis status (TB) test

Flu vaccine seasonal- only available September through April

The following two certifications are required and are included as part of NURS 107 for those who need it.

American Heart Association (AHA) Basic Life Support (BLS)

HIV/AIDS 7- hour Certification Course

Students unable to submit completed clinical passports by end of the first week of the course are encouraged to withdraw while they can still receive full refund.

Background check (See below)

Instructions for completing the Clinical Passport are included with the passport itself.

To complete the National Background check to go <https://www.castlebranch.com/>

Click >

Place Order

new page - organization's **Package Code: AH62** click >

Submit

Cost \$ 60-100

Contact Castle Branch for more information or payment options.

OVERVIEW OF COURSES

NURS 107 Theory: 5 credits.

1. Students are introduced to the role, responsibilities, and skills required to be a nursing assistant. Students will learn the scientific principles of nursing, basic therapeutic communication techniques, infection and infection control, vital sign measurements, safety and mobility issues, basic patient care, patient comfort, and nutrition.
2. Program grading is based on textbook reading, class participation, lecture, attendance, assignments and weekly quizzes.
3. Final Grade must be 80% (2.0) to be granted the Certificate of Completion
4. Includes a self-study classes for completing the Clinical Passport and will be available before the first day of class.

NURS 108 Lab: 3 Credits. Pass/Fail.

- Students work closely with fellow students to learn and perform safely and efficiently the components of each step of 22 Skills needed as a caregiver and exam candidate. Daily attendance is required.

- Prior to Clinical, students take a “mock state exam” evaluate their ability to perform 5 skills (of the 22) within 25 minutes.

NURS 109 Clinical: 3 Credits. Pass/Fail.

- Integrating the theoretical and lab skills learned in the NURS 107 and NURS 108, Students demonstrate safe client care in a healthcare environment. Daily attendance is required.
- NURS 107/108 classes do not meet during NURS 109. Clinical dates and times are dependent on facility and Instructor availability. Clinicals may be scheduled for weekdays, weekend, days and evenings. **Clinical occurs fall, winter and spring week 7-8 of the course, depending on instructor and facility availability. Summer Clinicals take place weeks 5-6 of the program. Specific dates will be outlined in the syllabus**

Students should expect a minimum of 2 hours of homework per credit per week. NURS 107,108 = 8 credits = 16 to 20 hours per week

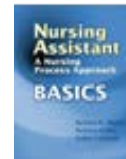
To receive maximum benefit from a program, regular attendance is essential. There are many resources available on campus and online, to encourage student success.

RESOURCES:

Required Textbook:

Nursing Assistant: A Nursing Process Approach, BASICS -Acello, B. Caldwell, E. & Hegner, B.R.(2010).

ISBN-13: 978-1-4283-1746-8 or ISBN-10: 1-4283-1746-5



Course Calendar: Gives all assignments dates for quizzes, etc. for NURS 107 108 109

Course Syllabi for NURS 107,108,109 Includes assignments, grading scale, Expectations and Outcomes

- ❖ Students are expected to read and understand assignments **PRIOR** to class discussion and hand in assignments *prior* to their due date.

COMPUTERS & ONLINE ACCESS

The NAC program is **Web-enhanced** with online material, PowerPoints and assignments to enrich the student’s interaction and understanding. Computer access and assistance is available in the Library Learning Commons, Computer Lab, Learning Lab, eLearning or online at:.

- <http://studenthelpdesk.lwtech.edu/portal/page/12-faq>

CANVAS

Canvas is the learning management system (LMS) that houses educational content. As a virtual classroom, it allows instructors and students a way to easily communicate and share learning resources to support learning. Your working knowledge of CANVAS is crucial to your success in this course

- <http://www.lwtech.edu/campus-life/e-learning/>
- Student tutorial <https://lwtech.instructure.com/courses/825671>
- **Communication:** Student Email and Canvas In-Box are not linked. Either link them or check both email messages. <http://studenthelpdesk.lwtech.edu/portal/page/12-faq>
- **Student email account & Canvas inbox**

COURSE EXPENSES

- Textbook: see LWTech bookstore cost (approx., \$120)
- Uniform: Solid gray scrubs, (more pockets are good). \$ 40. - \$ 70
- Shoes leather or vinyl – not mesh \$ 30. – \$ 100 +
- Wrist watch: Analog (not a digital) with sweep second hand \$ 12+
- Expense for TB and Immunizations if students is not covered by Medical Insurance: varies
- Criminal background check \$60-\$100
- NNAAP State Exam Fee: \$110
- Washington State Certification Fee presently: \$65

Clinical Placements Northwest Student/Faculty Clinical Passport Requirements

Student/Faculty Name: Last, First, M.I.

College:
Program:

These requirements are in place for the health and safety of students, faculty and their patients.

By contract with your academic institution, all students and faculty participating in patient care experiences must meet the following health and safety requirements. The academic institution is responsible for ensuring that requirements have been met prior to participation in patient care/clinical experience. Records will be kept at the academic institution and random review by the clinical affiliates will occur on a regular basis. Documentation must meet requirements at all times. Required immunizations must include mm/dd/yyyy if available.

SUBMITTED ONCE

TUBERCULIN STATUS

- Documentation of an initial 2 step TST is required AND documentation of annual TSTs since 2 step was completed
- If no records of previous positive TB tests or more than 12 months since last TST → 2 step TSTOR
- Negative TB IGRA test within 12 months OR
- If negative TST within 12 months → one stepTST
- If newly positive TST or TB IGRA → F/U by healthcare provider (chest X-ray, symptoms check and possible treatment documentation of absence of active M. TB disease) and need to complete health questionnaire
- If history of positive TST → provide documentation of TST reading, provide proof of chest X-ray documenting absence of M. TB, medical treatment and negative symptom check
- If history of BCG vaccine → TST Skin Testing as above or TB IGRA. If negative → OK; if positive → follow up as above

HEPATITIS B

- Documentation of Series of 3 vaccines completed at appropriate time intervals and post vaccination titer at 6-8 weeks after series completion. If negative titer, then repeat series (consisting of doses #4-#6) and repeat titer 6-8 weeks after #6 dose. OR obtain challenge dose #4 and re-titer after 6-8 weeks OR
- Provide documentation of positive titer (anti-HBs or HepB SAb) OR
- Signed declination for students/faculty who decline vaccination *Specific healthcare institutions may require vaccination without exception (i.e., no declination)*

MMR (Measles, Mumps, Rubella)

- Proof of vaccination (2 doses at appropriate intervals OR
- Proof of immunity by titer

VARICELLA (Chicken Pox)

- Proof of vaccination (2 doses at appropriate intervals) OR
- Proof of immunity by titer

TETANUS, DIPHTHERIA, PERTUSSIS (Tdap)

- Tdap required once
- Td required every 10 years afterTdap

CPR

- Courses can be BLS Provider, Heartcode BLS Course or Military Health Network Course

AUTHORIZATION FOR RELEASE OF RECORD

- Kept on file by education institution

REQUIRED EDUCATION

EACH HEALTHCARE INSTITUTION WILL COMMUNICATE TO FACULTY AND STUDENTS ANY REQUIRED EDUCATIONAL CONTENT TO BE COMPLETED PRIOR TO PARTICIPATING IN PATIENT CARE.

STUDENTS AND FACULTY IN CPC#1 AND INPC CONSORTIUMS MUST COMPLETE ALL STUDENT LEARNING MODULES ON THE WEBSITE. IF ANY QUESTIONS, PLEASE CONSULT YOUR PROGRAM

SUBMITTED EVERY YEAR

TUBERCULIN STATUS

- Annual TST OR
- Annual TB IGRA test
- If newly positive TST/IGRA results → F/U with healthcare provider (chest X-ray, symptoms check and possible treatment documentation of absence of active M. TB disease) and may need to complete healthquestionnaire.
- Previously documented positive TST results and prior negative chest X-ray results: submit annual symptom check completed within one year from healthcareprovider

INFLUENZA

- Proof of seasonal vaccination(s) OR
- Signed declination for student/faculty who decline vaccination *Specific healthcare institutions may require vaccination without exception (i.e., no declination) <http://flusbot.healthmap.org/>*

BACKGROUND CHECKS

- National Criminal Background Check and Washington State Patrol Background Check (WATCH) upon admission/readmission and reentry/hire to program to include all counties of residence & all Washington State counties per RCW 43.43.830 and OIG and GSA screens. Excluded provider searchon:
 - OIG <http://exclusions.oig.hhs.gov/> (conducted monthly)
 - GSA <http://www.sam.gov> (conducted monthly)
- Washington State Patrol Background Check (WATCH) annually thereafter
- Disclosure Statement (annual)-kept on file by education institution

LICENSE (if faculty licensed or certified as any healthcare provider (RN, LPN, NAC, etc. & in what specific State)

- Current
- Unencumbered

INSURANCE

- Professional Liability \$1,000,000/3,000,000 policy (This may be coverage via the school or individual)

ADDITIONAL REQUIREMENTS (if applicable)

Some healthcare settings may have additional requirements, such as the following:

- Vehicle Insurance (for access to VA & Military Facilities)
- Personal Health Insurance
- Drug Screen
- Hepatitis A Vaccine
- Current First Aid Card
- Proof of U.S. Citizenship
- Color Vision Test
- Food Handlers License

Students and Faculty will be informed prior to clinical experience if optional or additional requirements need to be met.

Clinical Placements Northwest

Student/Faculty

Clinical Passport Requirements

Student/Faculty Name	DOB
Last Name, First, M.I.	_____
College:	_____
Program:	_____
Form verified by:	_____
Name	Date _____
Name	Date _____
Name	Date _____

By contract with your academic institution, all students and faculty participating in patient care experiences must meet the following health and safety requirements. The academic institution is responsible for ensuring that requirements have been met prior to participation in patient care/clinical experience. Records will be kept at the academic institution and random review by the clinical affiliates will occur on a regular basis. Documentation must meet requirements at all times. Required immunizations must include mm/dd/yyyy if available.

SUBMITTED ONCE

TUBERCULIN STATUS

A. Two-step TST#1 Place Date _____ Read Date _____
Result: mm _____ Neg _____ Pos _____

B. Two-step TST #2 Place Date _____ Read Date _____
Result: mm _____ Neg _____ Pos _____

C. TB IGRA Date _____ Result: _____

D. If New Positive/Exam/X-ray Date _____ OR

E. Positive TST/Negative X-ray Date _____

HEPATITIS B (3 primary series shots: (at 0,1,6 mos.) plus titer confirmation (6-8 weeks later)

A. Vaccination Dates
1) _____
2) _____ Immunity confirmed by titer
3) _____ Date _____ OR

B. If negative titer after initial series of 3 vaccines, then vaccine #4 and re-titer Or #5 and-#6 vaccines and re-titer
4) _____
5) _____ Immunity confirmed by titer
6) _____ Date _____ OR

C. Immunity confirmed by titer (anti-HBs or HepB SAb) Date _____

D. Signed declination Date _____

E. History of disease Date _____ Known non-responder

MMR (Measles, Mumps, Rubella)

A. Vaccination Dates
1) _____ 2) _____ OR

B. Immunity by titers: Measles Date _____
Mumps Date _____ Rubella Date _____

VARICELLA (Chicken Pox)

A. Vaccination Dates
1) _____ 2) _____ OR

B. Immunity by titer Date _____

TETANUS/DIPHTHERIA/PERTUSSIS

A. Tdap Date _____

B. Td Date _____

AHA BLS Course
Expiration Date _____

Authorization for Release of Record School keeps this on file

REQUIRED EDUCATION

EACH HEALTHCARE INSTITUTION WILL COMMUNICATE TO FACULTY AND STUDENTS ANY REQUIRED EDUCATIONAL CONTENT TO BE COMPLETED PRIOR TO PARTICIPATING IN PATIENT CARE.

STUDENTS AND FACULTY IN CPC#1 AND INPC CONSORTIUMS MUST COMPLETE ALL STUDENT LEARNING MODULES ON THE WEBSITE. IF ANY QUESTIONS, PLEASE CONSULT YOUR PROGRAM

SUBMITTED EVERY YEAR

TUBERCULIN STATUS

A. Annual TST (given less than one year from previous TST)
Date _____ Result: Neg _____ Pos _____ mm _____
Date _____ Result: Neg _____ Pos _____ mm _____
Date _____ Result: Neg _____ Pos _____ mm _____ OR

B. Annual TB IGRA (drawn less than one year from previous IRGA)
Date _____ Result: _____ Date _____ Result: _____
Date _____ Result: _____

C. If New Positive/Exam/Chest X-ray
Exam Date _____ X-ray Date _____

D. Known Positive/Possible Treatment/Annual Symptom Check from Health Care Provider Date _____

INFLUENZA Effective dates: 08/31/2016 – 4/30/2017

A. Which healthcare provider administered vaccine?

B. Proof of seasonal vaccination
Date 1 _____ Date 2 _____ Date 3 _____ OR

C. Signed declination
Date 1 _____ Date 2 _____ Date 3 _____

BACKGROUND CHECK

A. National Criminal Background Check including Excluded Provider Search on OIG and GSA upon admission and then monthly OIG and GSA
Dates _____

B. Washington State Patrol Check (WATCH) upon admission and then annually
Dates _____

C. Disclosure Statement annually (School keeps this on file)
Dates _____

LICENSE (Any healthcare license, certification, registration)

A. State _____ # _____ Exp. Date _____
OR

B. Not Applicable

INSURANCE

A. Professional Liability Policy
Expiration Date: _____

ADDITIONAL REQUIREMENTS (if applicable)

A. Vehicle Insurance Date _____

B. Personal Health Insurance Date _____

C. Drug Screen Date _____

D. Hepatitis A Vaccine Twodoses
Dates: 1) _____ 2) _____

E. Current First Aid Card Date _____

F. Proof of U.S. Citizenship Date _____

G. Confidentiality Statement Date _____

H. Color Vision Test Date _____

I. Food Handlers License Date _____

This is not a comprehensive list; there may be more items.