

## **Congratulations on your acceptance into the CTE CNA program for the 2022-2023 school year!**

Kalamazoo RESA Career and Technical Education (CTE) invite you and your parent/guardian to attend an orientation highlighting next year's CTE CNA experience. This orientation is important, and **we strongly encourage** a parent/guardian to attend with the student. Please join us on **Wednesday, May 18<sup>th</sup> at 6:00 p.m.** in the CNA Classroom (room B-1240) at the KVCC Groves Campus (7107 Elm Valley Drive, Kalamazoo, MI 49009).

In this meeting, you will have the opportunity to:

- Meet the instructor
- Learn more about class expectations
- Learn how successful completion of the course can lead to future opportunities
- Understand the requirements for CNA Clinicals
- Ask questions

The attached program guidelines will be discussed in detail during the orientation, so please have this packet with you.

**Special Note:** You are receiving this packet because your name was provided to us by your school counselor as enrolling in a CTE program. If in doubt, check with your counselor. We apologize if this packet was sent to you in error.

***For more information, contact:***

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## CERTIFIED NURSING ASSISTANT (CNA)

### OVERVIEW

This course prepares the student to provide basic patient care under the supervision of a licensed registered nurse. It meets the requirements set by the Michigan Department of Licensing and Regulatory Affairs Bureau of Health Care Services and meets the minimum Federal/State Requirements for Nurse Aide Training Programs. Once completed the student is eligible to take the state exam to be certified as a Nursing Assistant (CNA). Employment opportunities for a CNA primarily include hospitals, home care, hospice care, and long-term care facilities

### COURSE OBJECTIVES

The overall objective of this Nurse Aide Training Program is the provision of quality services to residents in long term care facilities by nurse aides who are able to:

- Form a relationship, communicate, and interact competently on a one-to-one basis with the residents
- Demonstrate sensitivity to residents' emotional, social, and mental health needs through skillfully directed interactions
- Assist residents in attaining and maintaining functional independence
- Exhibit behavior in support and promotion of residents' rights
- Demonstrate observational and documentation skills needed in the assessment of resident's health, physical condition, and well-being.

The program objectives meet federal requirements.

### CURRICULUM AND TRAINING REQUIREMENTS

The curriculum for this course includes meeting the needs of various populations, such as persons with dementia, Alzheimer's, mental illness, developmental disability, and non-elderly persons with other disabilities that are peculiar to the population of an individual facility.

The program meets the minimum requirement of 75 hours of training, including at least 16 hours of classroom instruction in the core curriculum prior to a student's direct involvement with a nursing home resident, and another 16 or more hours devoted to skills training. Above and beyond the state requirements, this course provides opportunities to the student to explore their interpersonal skills and develop methods of problem-solving while relating to the world around them.

The semester will include classroom instruction with theory and lecture, exams, workbook assignments, learning and practicing skills in a simulated long-term care facility (called lab), working with mannequins as well as each other, and spending a month of class time at a long-term care facility -putting into action the skills attained.

## SKILLS ATTAINED

Skills attained through this course include:

- Communication and Interpersonal Skills
- Infection Control
- Safety/Emergency Procedures
- Basic Life Support for the Healthcare Worker (BLS) Certification
- Promoting Resident's Independence
- Respecting Resident's Rights
- Basic Nursing Skills
  - Monitoring vital signs: blood pressure, pulse rate, respirations, and temperature
  - Measuring intake and output, weight, and height
  - Care guidelines for urinary catheters, oxygen therapy, and IV therapy
- Personal Care Skills including provision of assistance with:
  - Skin care
  - Bathing
  - Grooming
  - Dressing
  - Oral hygiene (brushing teeth, cleaning and caring for dentures)
  - Toileting and Changing Briefs for the Incontinent
  - Safely positioning and moving
- Mental Health and Social Services Needs
- Care of Cognitively Impaired Residents
- Basic Restorative Services
- Resident's Rights

## ATTENDANCE

The structure of this course follows requirements from the State of Michigan for facilitating a nurse assistant program. We cannot deviate from this structure.

### **Excellent attendance is a requirement**

There are a specific number of hours required for lecture, lab, task training, and practicing clinical skills in a nursing facility

If you do not meet the minimum required hours for each area of focus, you will not be qualified to participate in clinical at a skilled nursing facility and will not qualify for certification with the State.

Additionally, Kalamazoo Career and Technical Education believes that attendance should be treated as if students are in an employment situation. Students are allowed nine absences per semester. Further details regarding make-up work due to absence will be outlined at the start of semester.

## STUDENT EXPECTATIONS AND RESPONSIBILITIES

1. Show respect for the worth and dignity of all individuals in the school and community.
2. Show respect for school or other property.
3. Be punctual and attend daily
4. Complete assignments on time and to the best of their ability

5. Follow the rules/directions per instructor and CTE handbook
6. Be prepared with all books, assignments, proper dress, and writing equipment
7. Keep track of assignments, lessons and due dates
8. Call on the instructor and paraprofessionals for help, when needed
9. Contribute to maintaining a peaceful and cooperative learning environment
10. Engage and take an active role in your learning and professional development
11. Assist and participate in all classroom activities assigned by the instructors and paraprofessionals
12. Report any concerns to the instructors or paraprofessionals.

### QUALIFICATIONS FOR COURSE

Qualifications for the nurse assistant course include but are not limited to:

1. Vaccinations, including COVID-19 and Flu, up to date with documentation (must be a copy of student's Michigan Care Improvement Registry [MCIR]) via  
<https://mcir.org/2022/03/15/michigan-immunization-portal-for-citizens-18-years-and-older>
2. Clean drug screening (provided through KVCC)
3. Clean criminal background screening (provided through KVCC)
4. Current TB Test

### DISCLOSURE

Navigating a global pandemic, especially in the field of healthcare, has reminded us of how little control we may have over what may impact our lives. It is important for students and parents to have an understanding that our plans for class and participation in clinical can change. I think we can all agree we are ready for the uncertainty to be a thing of the past. The instructor of the Nurse Assistant course will maintain communication and provide up to date information regarding any changes or deferment from program as stated in this orientation packet.

*I look forward to meeting and working with each of you! -Lisa RN*