

# Nursing Assistant/Home Health Aide

## Short Certificate Program - 1 Semester

The Nursing Assistant/Home Health Aide (NAS/HHA) certification program meets the training requirements and regulations mandated by the Omnibus Budget Reconciliation Act of 1987 (OBRA-87). Upon satisfactory completion of the program, the student will receive National Home Health Certification and will be eligible to take the National Long-Term Care Competency Exam.

The program is one semester: emphasizing care of the resident in a long-term care facility, and care of the client in the home. Students receive clinical training in a long-term care facility and work with clients in the home. The 16 hours of required training prior to direct contact with a resident is met.

The curriculum is designed to prepare the student to provide safe care to residents in a long-term care facility and/or clients in the home. The nursing assistant/home health aide is a basic care giver with the knowledge and skill necessary to provide for or give assistance to the client/resident in activities of daily care. Nursing assistants/home health aides work under the supervision of a licensed nurse.

The NAS/HHA program is based at Reid State Technical College Workforce Center in Evergreen, Alabama. The clinical facilities used for student learning are within a fifty-mile radius of the college. Students are responsible for their own transportation to these facilities.

### Mission

The Nursing Assistant/Home Health Aide program encourages the growth and development of the student as a person, employee, and citizen. The faculty believes and supports promoting positive educational experiences to increase the individual feelings of self-worth. The faculty believes the teaching-learning process should be a reciprocal process promoting the holistic care concept of nursing. Education is a lifelong process that contributes positively to man's place in society.

### Purpose

The purpose of the Nursing Assistant/Home Health Aide program is to provide accessible, quality educational opportunities that will provide individuals with the knowledge, technical skills, and attitudes necessary to obtain entry-level employment.

The certificate program is intended to produce graduates who are prepared for entry-level employment as nursing aides, certified nursing assistants (CNAs), long-term care nursing assistants, and home health aides. Program graduates are to be competent in the technical areas of patient care in long-term care facilities and in home settings.

Reid State Technical College will accomplish program objectives by introducing students to the holistic method for providing care and will offer technical training in the core areas of nursing assistant and home health care. The occupational skill preparation should meet the OBRA and Foundation for Hospice and Homecare recognized skill standards. The college will ensure program quality through internal certification of graduate competencies and external certification of graduates and program accreditation by the Foundation for Hospice and Home Care.

The philosophy and purpose of the Nursing Assistant/Home Health Aide program is consistent with that of the governing institution.

### Employment Outlook

According to the *Occupational Outlook Handbook 2010-2011*, the overall employment of nursing, psychiatric, and home health aides is projected to grow 28 percent between 2008 and 2018, faster than the average for all occupations. However, growth will vary for individual occupations. Employment for nursing aides, orderlies, and attendants will grow 19 percent, faster than the average for all occupations, predominantly in response to the long-term care needs of increasing elderly populations. Financial pressures on hospitals to discharge patients as soon as possible should boost admissions to nursing care facilities. As a result, new jobs will be more numerous in nursing and residential care facilities than in hospitals, and growth will be especially strong in community care facilities for the elderly. Modern medical technology will also drive demand for nursing aides, because as the technology saves and extends more lives, it increases the need for long-term care provided by aides. However, employment growth is not expected to be as fast as for other healthcare support occupations, largely because nursing aides are concentrated in the relatively slower growing nursing and residential care facilities industry sector. In addition, growth will be hindered by nursing facilities' reliance on government funding, which does not increase as fast as the cost of patient care. Government funding limits the number of nursing aides nursing facilities can afford to have on staff.

Median hourly earnings of nursing aides, orderlies, and attendants were \$11.46 in May 2008. The middle 50 percent earned between \$9.70 and \$13.76 an hour. The lowest 10 percent earned less than \$8.34 and the highest 10 percent earned \$15.97 an hour.

## Admission Requirement

Applicants to this program must complete the application procedures. While a high school diploma, in accordance with State Board policy, or GED is the preferred entry requirement, applicants who did not receive a high school diploma or GED may be admitted provided they are 16 years of age, have been out of school for one year (or upon recommendation of the local superintendent), and they must demonstrate ability-to-benefit (ATB) on a standardized, federally approved entrance test.

## Program Costs

Tuition	\$1440.00
Fees	352.00
Insurance	5.12
Liability Insurance	15.00
Diploma	15.00
Drug Testing/Background Checks	95.00
Physical	100.00
State Board Fee	100.00
Required Tools/Supplies	300.00
Required Books	250.00
Estimated Total Amount	\$2672.12

**Notice:** Students are responsible for transportation expenses, meals, health care expenses, and any other liabilities incurred while traveling to and from and during educational experiences. Health insurance is the student's responsibility.

Physician Cost Varies

## Certification Requirements

Students who complete this program are eligible for automatic certification through the Foundation for Hospice and Homecare, National Home Care Council Division for home health aide competency. Long-term care certification may be received upon successful passage of the National Nurse Aide Assessment program written and skills examination. Student will also receive upon successful completion of NAS 115, CPR and Basic First Aid Certification.

## Objectives

Upon successful completion of the Nursing Assistant/Home Health Aide program, the graduate will be able to:

1. Identify basic communication techniques.
2. Contribute to the identification of basic needs of the resident or client at home.
3. Communicate significant findings to the appropriate health care worker.
4. Safely perform basic therapeutic nursing procedures to prevent or assist in restoring health deviations.
5. Protect the privacy of and show respect for the dignity of individuals.
6. Utilize appropriate communication techniques with the client and family.
7. Seek assistance when needed to provide safe care.
8. Exhibit proper ethical and legal behavior in giving nursing care to the resident or client.
9. Perform nursing care with regard to the principles of infection control.
10. Demonstrate behavior that maintains the rights of residents or clients.
11. Acquire the proper knowledge and skills to respond to emergencies.

## Attendance Policy

The Nursing Assistant program adheres to the attendance policy established for Reid State Technical College. Students should consult with their instructor(s) before an absence whenever possible, but in any case as soon as possible. It is the student's responsibility to telephone his or her instructor(s), the college, or clinical facility prior to the beginning of class or clinical if he/she is to be absent.

Students are required to make up all missed clinical time. Students are not required to make up nonclinical class time; however, the student is responsible for all assignments and work for missed class time. If the student has missed a test, has an excused absence, or has notified the instructor prior to or during the day of the absence, he/she will be allowed to make up the test. Make-up time for tests should be arranged with the instructor. It is the student's responsibility to arrange to make up missed work before the end of the semester. Make-up work must be done during non-scheduled clinical/class time.

All clinical time must be made up and must be supervised by a Reid State Technical College clinical instructor. This make-up time will be arranged by the instructor and will be on the student's own time. Failure to make up clinical time will result in an incomplete grade for this clinical course. All incomplete grades must be removed during the next semester or the grade will be a "F".

### **Admission Policies**

1. Application for admission forms may be obtained on the college web page or from the Office of Student Services Development by personal visit, telephone request, or request by mail.
2. A prospective student should be a high school graduate or possess a G.E.D. certificate or have specifically documented ability to benefit from the chosen program if he or she is a non-graduate. An official high school transcript or G.E.D. must be submitted to the Admission's Office in a sealed envelope.
3. Students are admitted without discrimination in regard to age, religion, creed, ethnic origin, marital status, race, sex, or disability.
4. All applicants admitted to the program will receive a physical form to be completed by a licensed physician or a nurse practitioner. This form must be on file in the Nursing Program Office before students can attend clinical. A student will not be allowed in the clinical facility without the approved physical form on file, proof of a negative TB skin test and appropriate immunization.
5. Each student is required to purchase student liability insurance at the beginning of the program.
6. Students are responsible for their own medical care, if needed, in the clinical facility or classroom.
7. Any student who becomes pregnant during the school year must notify the instructor as soon as possible. The student must secure written verification from her physician that she is physically and mentally able to continue in school. Written documentation must be secured at each doctor's visit.
8. Ability to Benefit scores necessary for admission are:
  - Writing skills – 32
  - Reading skills – 62
  - Numerical skills - 25

### **Regulations**

The main objective of the NAS/HHA program is to prepare the student to perform competently and safely as a nursing assistant/home health aide. It is understood that the general policies of the school will be observed by all students. The following policies apply to the student in the NAS/HHA program:

1. Students will be responsible for buying the appropriate uniforms for clinical.
2. Student uniforms are worn only to the clinical agency unless a special occasion is announced by appropriate college officials.
3. Dismissal will result from:
  - a. unethical or unlawful behavior
  - b. continued absences
  - c. unsafe performances
  - d. unsatisfactory progress
  - e. acts of violence or threats of violence
  - f. violation of confidentiality
4. All coursework must be completed with a minimum passing grade (72) for the student to be eligible to participate in the pinning and graduation ceremony. Upon completion of the program, the student will be eligible to take the Long-Term Care Certification exam. The student is responsible for the cost associated with the exam.
5. Re-entry into the program will require a renewed application and meeting admission requirements. Health forms must be current for one year.
6. All students must attend clinical orientation on the day scheduled to be allowed to attend clinical in LTC facility.
7. Students in the Nursing Assistant program must be able to lift 40 pounds without difficulty.
8. The student must notify the clinical instructor or the nursing supervisor in the clinical facility prior to the beginning of clinical if they are going to be absent or tardy. Failure to do so results in a U (unsatisfactory) or NI's (needs improvement). See Clinical Grading Scale Criteria.
9. Students are reminded of the importance of the following standard precautions: using correct body mechanics and adhering to safety precautions taught and outlined in textbook. The responsibility for following these guidelines at all times lies with the student.

### **Legal Limitations: Eligibility for Clinical Rotation**

#### **Criminal Background Checks: Eligibility**

Reid State Technical College is contractually obligated to comply with requirements set forth by agencies used for clinical rotations. Students will be subjected to criminal background checks at their own expense prior to attending the first clinical rotation. A "Consent for Release of Information" form must be signed to authorize the criminal history record check and the release of information to the clinical agencies. The Human Resource Director (or designee) of the clinical agency will make the determination whether a student can attend clinical or not, depending on the results of the background check.

Students may have to submit to more than one criminal background check during their clinical experiences. The cost of the background check is the responsibility of the student. Results are confidential and submitted directly to the health careers' department and the clinical agencies. Any student denied clinical access by a clinical affiliate will be withdrawn from the program. All students are required to use The American Databank for implementing these services.

**Drug Screening**

Students are required to abide by the policies, procedures and rules of behavior of the institutions from which the student obtains clinical rotations. Students will be required to undergo drug and alcohol testing prior to the first clinical experience. Students will also be subject to random drug testing and drug or alcohol testing for "cause". Students will be responsible for the cost of such testing. Students who test positive for drugs (that cannot be confirmed by a MRO) or alcohol will be withdrawn from the nursing assistance program.

**GRADING SCALE FOR NURSING ASSISTANT**

A 100-90            C 79 - 72            F below 59  
 B 89-80            D 71 - 60

A grade of 84 must be received in NAS 115 to receive CPR certification. A numerical grade of 72 is needed to pass all courses.

**NOTICE:** Students are responsible for transportation expenses, meals, health care expenses, and any other liabilities incurred while traveling to and from and during educational experiences. Health insurance is the student's responsibility.

**CERTIFICATE - Nursing Assistant/Home Health Aide**

**MINIMUM CREDITS REQUIRED: 16 Semester Credit hours**

**Length of Program: 1 Semester of full-time attendance (435 Clock Hours)**

**GENERAL EDUCATION CORE: 0 Semester Credit Hours\***

**TECHNICAL CONCENTRATION: 16 Semester Credit Hours**

		<b>C</b>	<b>L/CL</b>	<b>CR</b>
ORT100	Orientation	1	0	1
NAS120	Fundamentals of Nursing Assistance/Home Health Aide	5	6	7
NAS121	Fundamentals of Nursing Assistance/Home Health Aide Clinical	0	9	3
NAS115	CPR Basic First Aid	1	3	2
HPS105	Medical Terminology	2	2	3

C = Class hours per week  
 L/CL = Lab/Clinical hours per week  
 CR = Semester credit hours