

**NURSE ASSISTANT/HOME HEALTH TRAINING**  
**REMOTE LEARNING PROGRAM STANDARDS**

**PROGRAM REQUIREMENTS:**

The following are program requirements and must be completed.

- GED/ High School Diploma – must provide a copy, or complete a placement test.
- CRIMINAL OFFENDER RECORD INFORMATION FORM - Must submit a CORI Application. A positive C.O.R.I may prevent students from completing the clinical requirement of the program.
- SEX OFFENDER RECORD INFORMATION FORM - Must submit a SORI Application. A positive SORI may prevent students from completing the clinical requirement of the program.
- PHYSICAL FORM -Must have received a physical exam within the last year.
- IMMUNIZATION FORMS- Must provide documentation of Immunizations; including Tetanus, Varicella, MMR, and Hepatitis B.
  - Students without a current influenza vaccine will be required to wear a mask during time spent at any clinical facility.
- TUBERCULOSIS SKIN TEST (TB TEST) – Must be done within the past year.
- CONSENT FOR DRUG/ALCOHOL TESTING FORM – Must be signed and dated.
- CONTACT INFORMATION FORM – Must provide current contact and emergency information,
- HEPATITIS DECLINATION FORM - Must sign and date if you have not yet received the Hepatitis B Vaccine series.
- COVID TESTING CONSENT- Testing will need to be done within 7 days prior to clinical placement, coordinator will advise when to be tested.

**CLASS ATTENDANCE**

- Report to all online live classes and clinical assignments on time as scheduled. Successful completion of this program is dependent upon full participation in all online live lectures, online course completion of scheduled assignments. Hours for the program are required by the State in order to complete the program and sit for the state competency exam.
- All absences, tardiness, or early dismissals must be reported to program coordinator.
  - Be prepared to provide documentation if asked to do so.
  - Tardiness is cause for dismissal from the program.
  - One excused absence.

- Contact Program coordinator when you are absent from class. Program is not responsible to provide make up classes
  - You are responsible for completing all assignments on time.
  - Breaks: During clinical assignments, you will be scheduled a ½ hour break.

## PHYSICAL APPEARANCE

While in training, at clinical and when representing Bristol Community College, you must maintain a neat and clean appearance at all times.

- Fingernails must be clean and neat.
- Clothing must be clean and neat.
- Clothing must be appropriate for a classroom learning environment, including while lifting and moving during skills instruction.
- Tattoos must be covered for clinical.
- Facial/body piercings jewelry must be replaced with clear spacers for clinical.
- Masks must be worn during clinical and skills labs.

## GRADING

All students enrolled in the nurse assistant training must maintain a passing grade of 75%, complete 114 hours of classroom lecture, skills lab, and pass a supervised clinical practice in a long-term care facility.

- You must pass the course final exam in order to receive a certificate of completion.
- **You must complete all classroom, lab and clinical hours in order to receive your certificate of completion, and to be eligible to sit for the state certification exam.**

Information regarding quizzes and exams will be provided on the course syllabus per the instructor.

- A Final Exam will be given at the completion of the class.
- Any quiz or exam grade below 70% must be retaken in order to pass the course.

## TEXTBOOKS

The Textbook & Workbook that will be used for this program is Lippincott's Essentials for Nursing Assistants: A Humanistic Approach to Caregiving, Fourth Edition. Pamela J. Carter ISBN: 978-1-4963-3956-0 (Textbook) and ISBN: 978-1496344250 (Workbook). Textbooks can be purchased from the College Book Store. You must have a textbook for the first class.

## LABORATORY/SKILL PRACTICE

During lab/skill practice you are only to practice the skills assigned by the instructor and use only the assigned equipment. Seek assistance from an instructor for any procedure with which you are not familiar or comfortable with. 100% competency is required on skills check list.

- Skills are first demonstrated by an instructor, followed by practice time and then return demonstration by each student. Skills will be practiced on mannequins
- Lab participation is required by all students.
- Skill will be performed in Nursing Assistant Lab with social distancing maintained in small group settings.
- Students will be required to wear face masks and complete a COVID-19 Screening tool prior to entry to the Nursing Assistant Lab.

## CLINICAL ASSIGNMENT/APPEARANCE AT CLINICAL SITE

The clinical experience is conducted at an area Long Term Care Facility and consists of hands on training for 24 hours.

- Each student will be responsible for the care of assigned patients.
  - The student **must** demonstrate safe and accurate care of patients under the supervision of the clinical instructor.
- All students must pass clinical and complete all skills required on the assigned training skills list form in order to and take the state exam.
- **No unexcused absences are allowed during clinical rotation.**
  - There is no option for clinical make-ups. If an excused absence occurs during clinical with approved documentation and you have given 24 hours' notice of your absence you may be allowed to make up a maximum of 1 clinical day with the next clinical rotation if space allows.
    - You must complete the required hours of clinical training to receive your certificate.
- Clinical times and locations will be provided to you by the program coordinator when available. Clinical assignments are often held during the last weeks of the program, mostly on weekends, also during the week if available, subject to change.
- Students are required to attend a clinical orientation at the designated clinical facility.
- Students are required to have COVID-19 testing done prior to clinical placement. Coordinator will notify students of timeframe to be tested, COVID-19 Testing does not need to be done prior to program start.
- Appropriate dress to clinical sites is required at all times. Students must adhere to the following guidelines:
  - Only the BCC uniform is to be worn to the facility (Ceil blue- light blue color). White flat soled nursing shoes, or white sneakers, no open back shoes, no clogs allowed.
  - Name tag must be worn at all times.
  - Uniforms should be cleaned and pressed before each clinical.
  - Hair should be worn up and off collar, with little or no hairspray
  - Minimal jewelry and makeup, no perfume/cologne, nails trimmed
  - Adhere to the health care facility policies at all times

- **No Cell Phones**
- PPE Required by facility.

**ONLINE ZOOM LECTURE CONDUCT**

- All Students must have Video option on device (computer, iPad, phone)
- Video option must remain ON during all lectures.
- Zoom Lectures will be scheduled between 2-3 hours each class day, the remaining class time will be to participate in online course work.

**CLASSROOM & CLINICAL CONDUCT**

Any student who fails to comply with program guidelines or who demonstrates inappropriate or unsatisfactory behavior may be dismissed from the program.

- No Cell Phone/Texting usage during class, cell phones must be off the desk and silenced during class.
- Disrespectful, interruptive, disruptive, impatient behavior toward the instructors, fellow students, and staff at clinical will not be tolerated at any time.
- You will be dismissed during any portion of this class should your conduct be inappropriate.
- You may be dismissed if you are caught cheating, suspected of alcohol or drugs use on campus or before class.
- You may be dismissed if the instructors suspect you are a safety risk in clinical due to a questionable behavioral or physical issues.
- You will be dismissed for fighting, or for the use of profanity, or demonstrating an attitude to fellow students or instructors.

**MESSAGES**

If you have any questions or concerns during the program please contact the Program coordinator at 508-678-2811 ext. 2663 or ext. 2527 if you need to speak with someone immediately, or email wendy.sandford@bristolcc.edu. Emergency calls should be directed to Campus Police at ext. 2292 or ext. 2218.

I have read and understand the ***NURSE ASSISTANT/HOME HEALTH TRAINING REMOTE LEARNING PROGRAM STANDARDS***. I understand that my failure to comply with the above standards will cause dismissal from the program. I have been given a copy of the standards.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian (if student is under 18 years of age)

\_\_\_\_\_  
Date