

## **Long-Term Care/Nursing Assistant (CNA)**

### **Course Description for HLTH 1200: Long-Term Care/CNA**

*The course is designed to meet the Nebraska Department of Health and Human Services training requirements for nursing assistant certification and employment in long term care facilities. The course combines classroom lecture, laboratory application, and clinical experience for the development of basic skills needed to care for the elderly. Course content will focus on teaching the nursing assistant to provide safe, effective, and caring services to the elderly or chronically ill patient of any age, in a long term care facility.*

The Certified Nursing Assistant is a very important member of the health care team and can work in a variety of settings including: acute hospital care, long-term care, rehabilitation, assisted living, adult day care, respite services, home health, hospice, and many others. The CNA works directly with patients providing for their physical and emotional needs.

Caring for patients requires a great deal of understanding and self-confidence. The most successful nursing assistants are sensitive, mature, patient, dependable, and have a positive attitude.

### **Major Course Requirements for Certified Nursing Assistant:**

The Nursing Assistant course is 6.5 credit hours in length and is designed to meet the Nebraska Department of Health and Human Services training requirements for nursing assistant certification and employment in long term care facilities. Daily attendance is necessary to successfully complete the course.

Course content will focus on teaching the nursing assistant skills to provide safe, effective, and caring services to the elderly or chronically ill client of any age, in a long term care facility.

Successful completion of the course requires passing the state exam, which is administered as part of the course. After a Nebraska resident passes the exam, their registry information is posted on the Nebraska Department of Health and Human Services license verification system – <http://www.nebraska.gov/LISSearch/search.cgi> . (Non-Nebraska residents should talk to their instructor regarding requirements for the state in which they live.) This process can take up to 30 working days to complete.

### **Career and Program Facts:**

Overall employment of nursing and home health aides is projected to grow faster than the average for all occupations through the year 2012, although individual occupational growth rates will vary. Employment of home health aides is expected to grow the fastest, as a result of both growing demand for home healthcare services from an aging population and efforts to contain healthcare costs by moving patients out of hospitals and nursing care facilities as quickly as possible. Consumer preference for care in the home and improvements in medical technologies for in-home treatment also will contribute to faster-than-average employment growth for home health aides. (Source – U.S. Dept. of Labor, Bureau of Labor Statistics Occupational Outlook Handbook)

The job opportunities for nursing assistants remain excellent. Delivery of health services to a wide range of people and increases in starting salaries have contributed to positive growth for nursing assistants.

## Is a career as a Nursing Assistant for you?

A Nursing Assistant must:

- ✓ possess the functional use of the senses of sight, hearing, and touch.
- ✓ possess a sense of equilibrium along with sufficient motor function to carry out activities required in the clinical practice of Nursing Assistant.
- ✓ be able to do moderate lifting.
- ✓ be sensitive to the physical and psychological needs of others in their environments.
- ✓ have the ability to relate to a variety of people.

## Extra costs, tools, and equipment

- The Nursing Assistant text and workbook is not included in tuition. The text and workbook is available in the bookstore. The cost for the textbook bundle is approximately \$55.00.
- White clothing and white shoes are required for the clinical portion of class. A watch with a second hand is needed the first day of class. Costs for these items are not included in the course fee listed below.
- The approximate cost for the CNA class is \$359 plus textbook. This cost includes tuition and insurance fee. The textbook will be approximately \$55.00 and will be needed the first day of class.
- The mandatory background investigation cost is \$45 and will be billed directly to the student's account.

# How To Apply For the CNA Course

## APPLICATION DEADLINE: ONGOING

### **Application Requirements**

- Student must be at least 16 years of age.
- Submit a completed application form.
- Provide proof of current (within the past 12 month period) Mantoux PPD Skin Test (Tuberculosis Test) (attach copy to application form) – **must be current through the last day of CNA class.**  
(If TB test is positive, must have a note from the physician stating the disease is not active at this time.)
- Although a high school diploma or GED is not required, students must provide evidence of preparation in English writing and reading skills at 1000-level courses through assessment testing or completion of comparable coursework. If coursework completed at another college, attach a copy of transcripts to the application form. (Note: Compass, Asset, and ACT scores are good for 2 years only.)
- Submit a completed background investigation form.

The following assessment services are available:

- Basic Skills Assessment (assesses reading and writing skills)

*Assessment appointments can be made at the following locations:*

Elkhorn Valley Campus	289-1278	Sarpy Center	537-3800
South Omaha Campus	738-4613	Fremont Area Center	721-2507
Fort Omaha Campus	457-2204		

- ESL Assessment (assesses language skills for people for whom English is a second language)

*If English is your second language, you will need to meet with an advisor or counselor in Student Services prior to being assessed. Please call for an advising appointment:*

Elkhorn Valley Campus	402-289-1205	Sarpy Center	402-537-3800
South Omaha Campus	402-738-4505	Fremont Area Center	402-721-2507
Fort Omaha Campus	402-457-2705		

## SELECTION CRITERIA AND REGISTRATION PROCESS:

Students completing minimum requirements will be admitted in the order of completion and submission of all application materials. **Registration is completed through Health and Public Services: 402-738-4791**

**FINANCIAL AID:** -- For questions about Financial Aid please contact the Financial Aid Office at 402-457-2330.



# Long-Term Care/Nursing Assistant (CNA) Application Form

Please print or type information requested below:

Name: \_\_\_\_\_  
Last First Middle (other last names used)

Social Security or Metro Student ID Number \_\_\_\_\_

Complete Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_ Date of Birth \_\_\_\_\_

Are you a U.S. citizen? [ ] yes [ ] no If "No", country of citizenship \_\_\_\_\_  
Type of Visa \_\_\_\_\_ Other \_\_\_\_\_

### Long Term Care/Nursing Assistant (CNA)

Quarter:  Fall  Winter  Spring  Summer

List preference of section: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
(The section number will be a number and a letter or two letters: 7A, 8B, FA, FB, etc.)

Note: Without a section number, student's application cannot be fully processed. This may result in a missed opportunity to enroll in the section of choice. Go to [www.mccneb.edu/cna](http://www.mccneb.edu/cna) to search for class section numbers. Choose Health as the Program/Department and HLTH 1200 for the class.

### EDUCATION (Check as many as apply):

- High School Diploma
- College

Date of High School Graduation or GED Completion \_\_\_\_\_

Name of High School \_\_\_\_\_

- GED
- High School/GED Not Complete
- Still Enrolled in High School

GENDER:  Male  Female

RACIAL/ETHNIC GROUP: Federal Law requires Metropolitan Community College to report the ethnicity of all U.S. citizens and resident aliens in the following categories. Information requested in this section is not a requirement for admission but will be used for statistical purposes only.

Are you Hispanic/Latino?  Yes (HIS)  No (NHS) -- If you chose no, please select one or more race groups below:

- American Indian –Alaska Native (AN)
- Native Hawaiian-Pacific Islander (HP)
- Asian (AS)
- White (WH)
- Black or African American (BA)

### GOAL FOR CNA (Check as many as apply):

- To work as a CNA or Long Term Care Employee
- To Enter Nursing Field
- Other \_\_\_\_\_

**PLEASE READ**

This application packet is not considered complete unless all four pieces have been received:

- (1) Completed, signed, and dated application
- (2) Copy of Current TB Test with results, including patient name and date read
- (3) Evidence of English Proficiency  
*(Assessment Testing with MCC Testing Center (placement into ENGL 1010), Unofficial Transcript showing completion of English Composition I, ACT/SAT scores meeting placement requirements for ENGL 1010, or completion of ENGL 0960 and/or RDLS 0100.)*
- (4) Completed background investigation form.

Beginning Winter Quarter 2011/2012, students will not be enrolled into a class or placed on a wait list unless all four pieces of the admission requirements have been received.

It is the student's responsibility to ensure they have submitted a completed application packet in a timely manner.

It is the student's responsibility to call Registration (402-457-5231) to drop a class if they find they cannot attend that class.

Registration for CNA will begin on the General Student Registration Date of each quarter.

*Registration for a CNA class will be processed by an Enrollment Associate in the Health and Public Services office.*

I certify that the information on this application is complete, accurate, and true. Further, I agree to abide by the policies of Metropolitan Community College. I understand that any information given falsely or withheld may make me ineligible for admission and/or enrollment.

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Signature

Date

**Application form, and all required documentation, should be completed and forwarded to:**

**Metropolitan Community College – Health & Public Services  
PO Box 3777, Omaha, NE 68103-0777**

**Students may also bring their application packet to the Health & Public Services office, South Omaha Campus,  
Mahoney Building, Room 519, 402-738-4791  
or to any MCC Student Services Office**

**or Fax Number 402-738-4793**

