



**NAST 1100 NURSE AIDE FUNDAMENTAL
COURSE SYLLABUS**

Spring Semester 2023 (202314)

COURSE INFORMATION

Credit Hours/Minutes: 6/6750

Class Location: Metter High School, Room 113 Metter Middle School

Class Meets: (1/4/2023-5/4/2023), Monday through Thursday – 12:00 PM-1:35 PM

Hybrid: ___32__ online

Course Reference Number (CRN): _____40122_____

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

INSTRUCTOR CONTACT INFORMATION: SWAINSBORO CAMPUS

Instructor Name: Kala Drew, LPN

Email Address: Kala Drew (kdrew@southeasterntech.edu)

Campus/Office Location: Swainsboro Campus, Building 8 (Health Science Building), Office 8107

Office Hours: Please email the instructor to schedule an appointment

Phone: 478-289-2335

Tutoring Hours: Please email the instructor to schedule an appointment.

All communication with faculty should be completed using STC email. Please note that emails sent during business hours will be answered within 24-48 hours. Emails sent during holidays and on weekends may not be answered until the next business day.

Students are encouraged to check their STC student email a minimum of twice daily.

PROGRAM DIRECTOR:

Amy O'Neal, BSN, RN

Office Location: Vidalia Campus, Gillis Regional Health Technology Building, Room 834

Office Hours: By appointment

Email Address: [Amy O'Neal \(aoneal@southeasterntech.edu\)](mailto:aoneal@southeasterntech.edu)

Phone: 478-289-2245

Fax Number: 912-538-3106

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern

Technical College's [Catalog and Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

1. **Text:** *Nursing Assisting: A Foundation in Caregiving*, Diana L. Dugan, Fifth Edition
2. **Workbook:** *Nursing Assisting: A Foundation in Caregiving*, Diana L. Dugan, Fifth Edition
3. **Nurse Aide Program Handbook**

(Failure to obtain required course text and resources may result in withdrawal from the course.)

REQUIRED SUPPLIES & SOFTWARE

Notebook, writing utensils of choice, and other supplies as deemed necessary by the instructor. Program Specific supplies and requirements are outlined in the Nurse Aide Program Handbook.

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

The Nurse Aide Technical Certificate of Credit is a State approved program which offers training to candidates that desire to become eligible for certification as a certified nurse aide. The program prepares students with classroom training and skills practice as well as the clinical experiences necessary to work in all health care facilities (e.g. nursing homes, hospitals, hospice, home health, etc.).

PREREQUISITE(S)

Program admission for **Dual Enrollment** students: ALHS 1060; EMPL 1000; ALHS 1040 (Option 1)

MAJOR COURSE COMPETENCIES/COURSE OUTLINE FOR THE GEORGIA FEDERAL AND STATE CORE CURRICULUM FOR NURSE AIDE TRAINING

Part I.

- A. Communication and interpersonal skills including stress management and chain of command
- B. Infection control
- C. Safety/emergency/FBAO/Body Mechanics
- D. Promoting residents' independence
- E. Respecting residents' rights
- F. Legal/ethical behavior and scope of practice

PART II. Basic Nursing Skills:

- A. Taking/recording vital signs and vital sign parameters
- B. Measuring and recording height and weight
- C. Caring for the residents' environment
- D. Recognizing abnormal changes in body function and the importance of reporting such changes to a supervisor.
- E. Recognizing and reporting pain to supervisor and
- F. Caring for a resident when death is imminent and post mortem care

PART III. Personal Care Skills, including but not limited to:

- A. Bathing (to include observation for pressure ulcers)
- B. Grooming, including mouth care
- C. Dressing
- D. Toileting
- E. Assisting with eating and hydration
- F. Proper feeding techniques
- G. Skin-care to include observation for pressure ulcers and skin tears
- H. Transfers, positioning and turning (to include observation for pressure ulcers)

PART IV. Mental Health and Social Service Needs:

- A. Modifying aide's behavior in response to resident's behavior including depression
- B. Awareness of development tasks associated with the aging process
- C. How to respond to resident behavior
- D. Allowing residents to make personal choices, providing and reinforcing other behavior consistent with the resident's dignity
- E. Utilizing resident's family as a source of emotional support
- F. Emotional and mental health needs of the residents
- G. Spiritual and cultural needs of the residents

PART V. Care of Cognitively Impaired Residents:

- A. Techniques for addressing the unique needs and behaviors of individuals with dementia (Alzheimer's and others)
- B. Communicating with cognitively impaired residents
- C. Understanding the behavior of cognitively impaired residents
- D. Appropriate responses to the behavior of cognitively impaired residents
- E. Methods of reducing the effects of cognitive impairments
- F. Spiritual and cultural health

PART VI. Basic Restorative Services

- A. Training the resident in self-care according to the resident's abilities
- B. Ambulation with/without a gait belt
- C. The use of assistive devices in transferring, ambulation, eating and dressing
- D. Maintenance of range of motion
- E. Proper turning and positioning in bed and chair
- F. Bowel and bladder training
- G. Care and use of prosthetic/orthotic devices and eyeglasses

Part VII. Residents Rights

- A. Providing privacy and maintenance of confidentiality
- B. Promoting the residents' right to make personal choices to accommodate their needs
- C. Giving assistance in resolving grievances and disputes (to include the role of the ombudsman)
- D. Providing needed assistance in getting to and participating in resident and family groups and other activities
- E. Maintaining care and security of resident's personal possessions
- F. Providing care which maintains the resident free from abuse, mistreatment and neglect and reporting any instances of such treatment to appropriate facility staff
- G. Avoiding the need for restraints in accordance with current professional standard

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

COVID-19 MASK REQUIREMENT

Regardless of vaccination status, students are highly encouraged to wear masks or face coverings while in a classroom or lab at Southeastern Technical College. Masking may be implemented in some program areas (i.e. Health Sciences and Cosmetology) where students, faculty, and clients are in close proximity and social distancing cannot be maintained. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC). Students participating in clinical learning experiences are required to follow the **specific screening and PPE protocols of the clinical facility**. Full PPE with N95 mask is required for suspected or confirmed COVID patients.

COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Chills
Shortness of breath or difficulty breathing (not attributed to any other health condition)
Cough: new or worsening, not attributed to another health condition
Fatigue
Muscle or body aches
Headache
New loss of taste or smell
Sore throat (not attributed to any other health condition)
Congestion or runny nose (not attributed to any other health condition)
Nausea or vomiting
Diarrhea
In the past 14 days, if you:
Have had close contact with or are caring for an individual diagnosed with COVID-19 at home (not in healthcare setting), please do not come on campus and contact your instructor(s).

COVID-19 SELF-REPORTING REQUIREMENT

Students, regardless of vaccination status, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using <https://www.southeasterntech.edu/covid-19/>. Report all positive cases of COVID-19 to your instructor and [Stephannie Waters](mailto:swaters@southeasterntech.edu), Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

ADDITIONAL ATTENDANCE PROVISIONS:

For NAST 1100, attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. Time and/or work missed due to tardiness or absences must be made up at the convenience of the instructor. **Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.**

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course. A tardy will be issued if a student has missed less than 20% of instructional class time. An automatic absence will be issued if the student misses greater than 20% of instructional class time. This averages out to 10 minutes per hour. For example, a class that meets from 9:00-12:00 will be considered absent if he/she is not in class by 9:36.

***Students sleeping or otherwise not engaged in course material will be counted absent.**

For this class, which meets 5 days a week for 14 weeks, the maximum number of days a student may miss is 1 days during the semester.

Every student is expected to be present on lab and exam days. A skill area must be made up within one week. Failure to make up missed skills will result in failure of that skills area. If a skill is not completed, the student will not exit the course. The student must satisfactorily prove competency in each skills area in order to pass the course, regardless of academic standing on tests.

A clinical absence will require an excuse or appropriate documentation and all missed clinical time must be made up as required to fulfill the course requirements. Students who do not make up all clinical time missed will fail the clinical experience. The date and site for makeup time will be specified by the instructor and are

non-negotiable. See Clinical Rules for further attendance policies.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Emily Jarrell \(ejarrell@southeasterntech.edu\)](mailto:ejarrell@southeasterntech.edu) 478-289-2259, Building 1, Room 1210

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu) 912-538-3126, Building A, Room 165.

Specific Absences

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: [Emily Jarrell \(ejarrell@southeasterntech.edu\)](mailto:ejarrell@southeasterntech.edu) 478-289-2259, Building 1, Room 1210.

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery MAY NOT be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

STUDENT SUCCESS PLAN (SSP)

Our purpose is to educate safe entry-level health care professionals. At times, this may mean there are areas that must be improved upon. The SSP documents deficiencies and provides a means for improvement. An SSP should be initiated for the following reasons:

- If the student has (1) a cumulative unit exam average of < 70% after the completion of 25% of the unit exams or (2) a skill(s) performance deficiency. The faculty will initiate individual counseling session and complete the Student Success Plan.
- If the student has (1) a cumulative unit exam average of < 70% after the completion of 50 % of the unit exams or (2) a skill(s) performance deficiency. The faculty will initiate individual counseling session, as well as review and update the Student Success Plan and submit an Early Alert.
- If the student exhibits behavior outside the expected:
 - codes of conduct outlined in professional codes of ethics, professional standards,
 - all procedures/requirements/policies outlined in program handbooks/documents,
 - STC e Catalog and Student Handbook, and/or
 - Clinical facility policies and procedures.

The faculty will initiate an individual counseling session and complete an Academic Occurrence Notice and the SSP. Students are required to submit the SSP within 48 hours and are responsible for meeting with the instructor by the next class meeting.

Early Alert

(T)echnical College System of Georgia (E)arly (A)lert (M)anagement (S)ystem (TEAMS) & The Student Success Plan are designed to ensure that students are well informed about strategies for success, including college resources and assistance. One of the responsibilities of the Program faculty is to monitor the academic progression of students throughout the curriculum. The faculty believes that the student is ultimately responsible for seeking assistance; however, faculty will meet or refer students who are having academic difficulties.

- TEAMS is designed to provide assistance for students who may need help with academics, attendance, personal hardships, etc.

Student Support

Specific information about the Student Support services listed below can be found at [STC Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu) by clicking on the Student Affairs tab.

- Tutoring
- Technical Support
- Textbook Assistance
- Work-Study Programs
- Community Resources

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a “W” for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a “WP” (Withdrawn Passing) or “WF” (Withdrawn Failing) for the semester.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students’ eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of “W” will count in attempted hour calculations for the purpose of Financial Aid.

WORK ETHICS

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class and counts for 5% of the course grade.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

A student will only be allowed to make-up one unit exam. Make-up exams are administered at the discretion of the instructor. **A physician's excuse or appropriate documentation will be required to be eligible for a make-up exam. A 10-point deduction will be issued if the student misses a unit exam due to an absence not qualifying as a "Specific Absence"**. A grade of "0" will be given to all subsequent unit exams missed. The make-up exam may or may not be the same as the original exam, and may be a different format. If a student misses the final exam and has used the ONE time make-up, the student will NOT be allowed to make-up the final exam and will receive a "0" for the final exam.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

As set forth in the student catalog, Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus	Lanie Jonas, Director of Human Resources Vidalia Campus

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
3001 East 1 st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and Banner Web via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

COURSE EVALUATION: GRADING POLICY

Assessment/Assignment	Percentage
Unit Tests	65%
Required Skills Checklist	Pass/Fail
Work Ethics Assignment	5%
Comprehensive Written Final Exam (Course Exit Exam)	30%
Skills Competency Exam (100% required for all 5 Skills)	Pass/Fail
Clinical Experience	Pass/Fail
TB/BBP Exam	Pass/Fail

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

Students MUST have a grade of 70 or higher to pass

REQUIRED SKILLS CHECKLIST

Students must demonstrate proficiency of ALL skills listed on the Required Skills Checklist per instructor evaluation. It is important that individuals are present when skills are being taught and lab assignments. If an individual is absent on the day skills are tested, an unsatisfactory grade may be given. Skills evaluations may be unannounced. Individuals are provided the opportunity to practice skills and demonstrate satisfactory skill performance prior to evaluation.

WORKBOOK OR SPECIAL ASSIGNMENTS

Completed workbook or other special assignments may be required as a “ticket” to take a unit exam or to enter the classroom. Students may not be allowed to enter the classroom until assignments are completed. Missed exams due to incomplete assignments are included in the make-up exam guidelines. Comprehensive Written Final/Course EXIT EXAM

NAST 1100 includes a program Exit Exam consisting of two (2) components: (1) Comprehensive Written Exam and (2) Skills Demonstration Evaluation.

Written Examination

Each student must earn a 70 or greater on the Comprehensive Written Final Exam to pass the course and progress to the clinical experiences. Failure to earn a grade of 70 or better on the exit exam will result in a final grade of “F” for the course. The Comprehensive Final exam cannot be repeated.

Skills Demonstration Examination

The Skills Competency Exam consists of the performance of a measurement skill, handwashing, and 3 randomly chosen skills. Each student must satisfactorily complete each skill competency area successfully. Students will be given three opportunities to demonstrate each skill competency. Students are provided time for remediation of missed skilled between attempts. Students unable to successfully complete the skill demonstration evaluation will be considered unsafe to progress to the clinical experience and will be unable to successfully complete the course. As a result of unsuccessful completion of the Skills Evaluation, the student will be dismissed from the course (regardless of overall grade average) and final grade of “WF” or “F” will be issued.

CLINICAL EXPERIENCE

The courses clinical component consists of a total of 45 hours. The mandatory clinical component of the course involves **24 hours** of direct (hands-on) patient care in a long-term care facility. The additional 21 clinical hours will be scheduled at the discretion of the instructor and may include hands on patient care, simulation, or other appropriate activity. Clinical dates are determined by the instructor and require time outside of the scheduled course time.

CODE OF CONDUCT FOR NAST 1100, NURSE AIDE FUNDAMENTALS

*The Code of Conduct is the professional standards for conduct, attitude, performance and ethics while enrolled in nurse aide training program courses. **This Code of Conduct must be established with each program for students, program facility, instructors and/or program coordinators during class, lab, clinical rotation and competency examination.** Refer to the Nurse Aide Program Handbook for details regarding the Nurse Aide Program’s Code of Conduct.*

Failure to follow the Code of Conduct is immediate basis for dismissal from the program and/or loss of approval status with the State Contractor. The State Contractor reserves the right to remove approval for teaching/oversight status for program coordinators and/or instructors. Georgia Department of Community Health (www.mmis.georgia.gov) - Nurse Aide Training Manual.

- *The Code of Conduct includes but is not limited to the following:*

1. Dress Code including student name tag identification;
2. Appropriate interaction with instructors, coworkers, residents, etc.
3. No personal cell phone usage during class, lab or clinical rotation;
4. Disruptive behavior or inappropriate language such as profanity or inappropriate discussion of personal problems during any phase of training and testing is not permitted
5. Display professionalism and self-control in order to meet the demands of the duties as a nurse aide, instructor, program coordinator and director
6. Perform no task for which the trainee has not received training
7. Practice all safety precautions taught for each lab skill
8. Reporting appropriate information such as changes or problems in resident to instructor and/or supervisor;
9. Follow HIPAA Guidelines; and
10. Respond to emergencies.
11. Cheating is prohibited and will result in the immediate dismissal from the nurse aide course;
12. The removal of unauthorized program and/or testing documents is prohibited and will result in the immediate removal from the program. Eligibility for placement on the Certified Nurse Aide Registry will not be allowed

** Failure to follow the Code of Conduct is immediate basis for dismissal from the program.*

ADDITIONAL REQUIREMENTS

CLASSROOM/SKILLS LABORATORY

- Be on time. Class starts promptly, plan to be at the classroom or clinical site before the scheduled start time.
- Be prepared every day: This means you have: **ALL** assignments completed, the correct notebook, textbook, as well as any other required materials. Students are expected to complete all tests and daily assignments on the specified date. Point deductions may be applied to late assignments.
- Be courteous at all times. Inappropriate behavior will NOT be tolerated and would be grounds for immediate dismissal from class. Treat everyone with kindness and respect. This is essential during both the classroom and clinical experience.
- Raise your hand to be recognized.
- No side conversations allowed.
- During an examination, students are required to place all textbooks in a location, out of reach, as directed by the instructor. Students may be separated in different classrooms, assigned different seats, and/or provided desk dividers during testing. No talking is allowed once the exam begins. Once the exam begins, students will not be allowed to exit the classroom until the all exams are completed and submitted into the instructor. Smart watches, cell phones, or any other electronic devices will not be allowed during exams. Students found with electronic/communication devices during the exam will be considered cheating, and will receive a grade of zero "0" for the exam.
- You will be involved in strenuous activity, clothing should fit to maintain modesty and avoid potential embarrassment of the individual or classmates. Flip-flops are not acceptable.
- Safety is of the utmost importance. Each student is expected to adhere to the all Program Rules and Regulations.
- If you cannot control yourself; you will be asked to leave; if you leave, you will be counted absent.
- **ANYTHING YOU DO IN THE LAB/CLINICAL AREA REQUIRES PERMISSION FROM YOUR INSTRUCTOR.**
- A final **Written and Skills Demonstration Competency Evaluation (Course Exit Exam)** must be passed prior to starting the clinical rotation.
- ***Cell phone use is strictly prohibited during class, lab, and clinical activities.***
- **CLINICAL**
- Students will be required to demonstrate proficiency of skills prior to and during the clinical experience. All skills must be performed correctly. *Failure to properly demonstrate a skill may result immediate dismissal from the course.*

- All students must complete all coursework with a grade average of 70 or better and present evidence of:
 - Negative criminal background check
(Clinical background checks are mandated for all nursing facilities as stated in Georgia Code Title 31-7-350-353. Adverse information on criminal background checks does hinder an individual from participating in clinical and obtaining employment.)
 - Negative urine drug screening
 - Completed immunization requirements
 - Completed Health History Form
 - Completed instructor specified BLS CPR and First Aid
 - Completion of N-95 FIT Testing
 - Liability Insurance
 - Valid Social Security Card
 - Government issued picture ID or Driver's License
 - Student/Program Picture ID

- Each student is expected to adhere to all clinical rules and regulations noted in the *Nurse Aide Program Handbook*. Failure to do so can result in immediate dismissal from the course/program with a final grade of "WF" or "F".

Further details regarding clinical can be found in the *Nurse Aide Program Handbook*.

STATE COMPETENCY EVALUATION

Students, who successfully complete **ALL** coursework as outlined in the STC Catalog, will be issued a Training Program Completion Certificate, which will allow the student to schedule testing for the state competency evaluation.

- **State Competency Evaluation** is administered and evaluated only by Department of Community Health (DCH) or the DCH approved entity. An official application obtained from www.credentia.com must be submitted.

The Competency Evaluation is required to become certified and added to the Georgia Nurse Aide Registry. The two parts of the evaluation are:

- 1.) *Written testing*
- 2.) *Skills demonstration*

Go to (www.credentia.com.) for:

- Introduction of the testing agency – currently utilizing Credentia Testing Agency;
- Eligibility requirement;
- Application and scheduling requirements;
- Cancellation and rescheduling requirements;
- Misconduct may prevent placement on the Georgia Nurse Aide Registry;
- Requirements for the Written or Oral Examination;
- Sample Written/Oral Questions – sample test also provided on the website at; www.credentia.com.
- Skills Evaluation requirements;
- Listing of the skills along with the procedure breakdown;
- Exam results;
- Registry information

Further details can be found in the *Nurse Aide Program Handbook*.

**NAST 1100 Nurse Aide Fundamentals
Spring Semester 2023 Lesson Plan
Dual Enrollment Metter High School**

**Please note the Lesson Plan may be subject to change*

Day	Chapter / Lesson	Content	Assignments Tests	Competency Area & General Education Competency
1 Wed 1/4		First day of class/Introduction to Course—Syllabi and Program Handbook; Completion of Forms	Lecture, Class assignments, and/or Lab Read chapter 1 and 2 complete Chapter Review Questions And workbook exercises. Read the Workbooks preface, Welcome to the Workbook!	Course 1,2,4,5,7 Core a, b, c
Thurs. 1/5		STC STAFF MEETING NO CLASS!!!		
2 Fri. 1/6	CH 1	The Nursing Assistant in Long Term Care Ethical and Legal Issues	Read chapters 1 and 2 complete Chapter Review Questions And workbook exercises. (2 hours)	Course 1,2,4,5,7 Core a, b, c
3 Mon. 1/9	CH 1 Skills Lab	The Nursing Assistant in Long Term Care Work Ethics Topic: Attendance	Lecture, Class assignments, and/or Lab Read chapters 1 and 2 complete Chapter Review Questions And workbook exercises.	Course 1,2,4,5,7 Core a, b, c
4 Tues. 1/10	CH 2 Skills Lab	Ethical and Legal Issues	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,4,5,7 Core a, b, c
5 Wed. 1/11	CH 2 Skills Lab	Ethical and Legal Issues	Lecture, Class assignments, and/or Lab	Course 1,2,4,5,7 Core

			Read chapter and complete Chapter Review Questions And workbook exercises.	a, b, c
6 Thurs 1/12	CH 1,2 Skills Lab	SKILLS LAB Chapter 1 and 2 Exam	SKILLS LAB Chapter 1 and 2 Exam	Course 1,2,4,5,7 Core a, b, c
7 Fri. 1/13		Communication Skills Communication Challenges	Read chapter 3 and 4 complete Chapter Review Questions And workbook exercises.(2 hours) Hartman videos: Performs Beginning and Ending Steps for Skills(5 min) Washes Hands (4 min)	Course 1,2,4,5,7 Core a, b, c
Mon 1/16		MLK DAY- NO CLASS		
8 Tues. 1/17	CH 3 Skills Lab	Communication Skills Work Ethics Topics: Organizational Skills; Productivity; Communication; Respect	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises. Lab: Communication Documentation View Hartman Videos: Performs Beginning and Ending Steps for Skills Washes Hands	Course 1,2,4,5,7 Core a, b, c
9 Wed. 1/18	CH 4 Skills Lab	Communication Challenges	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises. Lab: Communication Documentation	Course 1,2,3,4,5,7 Core a, b, c

			View Hartman Videos: Performs Beginning and Ending Steps for Skills Washes Hands	
10 Thurs 1/19	CH 3,4 Skills Lab	Exam Chapter 3 and 4	Exam Chapter 3 and 4	Course 1,2,3,4,5,7 Core a, b, c
11 Fri 1/20		Diversity and Human Needs and Development cont. Infection Prevention and Control	Read chapter 5 and 6 complete Chapter Review Questions And workbook exercises. (2 hours) Hartman videos Donning and Doffing PPE full set(4 min)	Course 1,2,3,4,5,7 Core a, b, c
12 Mon 1/23	CH 5 Skills Lab	Diversity and Human Needs and Development cont. Work Ethics Topic: Teamwork	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises. Skills Lab: <ul style="list-style-type: none"> • Handwashing • Donning and Doffing PPE 	Course 1,2,3,4,5,7 Core a, b, c
13 Tues 1/24	CH 6 Skills Lab	Infection Prevention and Control	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises. Skills Lab: <ul style="list-style-type: none"> • Handwashing • Donning and Doffing PPE 	Course 1,2,3,4,5,7 Core a, b, c
14 Wed. 1/25	CH 6 Skills Lab	Infection Prevention and Control	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises. View Hartman Videos: <ul style="list-style-type: none"> • Donning and Doffing PPE (Gown and Gloves) (3 min.) 	Course 1, 2, 3, 4, 6 Core a, b, c

			Skills Lab: <ul style="list-style-type: none"> • Handwashing Donning and Doffing PPE	
15 Thurs. 1/26	CH 5,6 Skills Lab	SKILLS LAB Exam Chapter 5 and 6	SKILLS LAB Exam Chapter 5 and 6	Course 1,2 Core a, b, c
16 Fri 1/27		Safety and Body Mechanics <i>OSHA</i> Emergency Care, First Aid, and Disasters	Read chapter 7 and 8 complete Chapter Review Questions And workbook exercises. (2hours) Hartman videos: Using Proper Body Mechanics (4 min)	Course 1,2 Core a, b, c
17 Mon 1/30	CH 7 Skills Lab	Safety and Body Mechanics <i>OSHA</i> Work Ethics Topic: Appearance	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2 Core a, b, c
18 Tues. 1/31	CH 8 Skills Lab	Emergency Care, First Aid, and Disasters	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2,3,4,5,7 Core a, b, c
19 Wed 2/1	CH 7,8 Skills Lab	SKILLS /LAB	Lecture, Class assignments, and/or Skills Lab: <ul style="list-style-type: none"> • Handwashing • Donning and Doffing PPE 	Course 1,2,3,4,5,7 Core a, b, c
20 Thurs 2/2	CH 7,8 Skills Lab CH 9 Skills Lab	SKILLS /LAB Exam chapter 7 and 8 Admission Transfer, Discharge, and Physical Exam	Skills Lab: <ul style="list-style-type: none"> • Handwashing • Donning and Doffing PPE Exam chapter 7 and 8 Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c

21 Fri 2/3		Admission Transfer, Discharge, and Physical Exam Bed making and Unit Care	Read chapter 9 and 10 complete Chapter Review Questions and workbook exercises. (2 hours) Hartman videos Makes an Occupied Bed (12 min) Makes an unoccupied Bed(8 min)	Course 1,2,3,4,5,6,7 Core a, b, c
22 Mon 2/6	CH 10 Skills Lab	Bed making and Unit Care Work Ethics Topic: Attitude	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2,3,4,5,7 Core a, b, c
23 Tue 2/7	CH 9,10 Skills Lab	SKILLS/LAB	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
24 Wed 2/8	CH 9,10 Skills Lab CH 11	Exam Chapter 9 & 10 Positioning, Moving, and Lifting	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises. Exam Chapter 9 & 10	Course 1,2,3,4,5,6,7 Core a, b, c
Thurs. 2/9		METTER HOLIDAY!! STC GRADUATION APPLICATION DUE!!!		
25 Fri 2/10		Positioning, Moving, and Lifting Personal Care	Read Chapter 11 and 12 complete Chapter Review Questions and workbook exercises. (2 hours) Hartman Video Positions on Side(5 min) Using Transfer Belt (5 min) Transfers from Bed to Wheelchair using Transfer Belt (version 2) (6 min) Assists to Ambulate Using Gait Belt (7 min)	Course 1,2,3,4,5,6,7 Core a, b, c
2/13- 2/14		METTER HOLIDAY		

26 Wed 2/15	CH 12 Skills Lab	Personal Care Work Ethics Topic: Productivity CLINICAL PAPERWORK AND IMMUNIZATION FORMS DUE!!!!	Lecture, Class assignments, and/or Lab <ul style="list-style-type: none">• Positioning; transfers; ambulation• ROM• Assistive Devices• View Hartman Videos• Admission; Discharges• Positioning• Bed making	Course 1,2,3,4,5,6,7 Core a, b, c
27 Thurs 2/16	CH 11,12 Skills Lab	SKILLS LAB Exam Chapter 11 and 12	SKILLS LAB <ul style="list-style-type: none">• Admission; Discharges• Positioning• Bed making• Positioning; transfers; ambulation• ROM• Assistive Devices• View Hartman Videos: Bed Bath (14 min) Pericare (10 min) Foot Care(6 min) Dresses Resident (9) Mouth Care (5 min.) Cleans Upper and Lower Dentures (5 min) Exam Chapter 11 and 12	Course 1,2,3,4,5,6,7 Core a, b, c
28 Fri 2/17		Vital Signs Nutrition and Fluid Balance	Read chapter 13 and 14 complete Chapter Review Questions and workbook exercises(2 hours) Hartman videos Bed bath (14 min) Pericare(10 min) Foot care(6 min) Dresses Resident (9 min) Mouth care (5 min) Cleans upper and lower dentures(5 min)	Course 1,2,3,4,5,6,7 Core a, b, c
29 Mon 2/20	CH 13 Skills Lab	Vital Signs Work Ethics Topic: Organizational Skills	Lecture, Class assignments, and/or Lab <ul style="list-style-type: none">• Vital signs procedures	Course 1,2,3,4,5,6,7 Core a, b, c
30 Tues.	CH 13	Vital Signs	Lecture, Class assignments, and/or Lab	Course 1,2,3,4,5,6,7

2/21	Skills Lab	Work Ethics Topic: Organizational Skills	<ul style="list-style-type: none"> Vital signs procedures 	Core a, b, c
31 Wed. 2/22	CH 14 Skills Lab	Nutrition and Fluid Balance	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
32 Thurs 2/23	CH 13,14 Skills Lab	Exam Chapter 13 and 14 Skills Checkoffs	Exam Chapter 13 and 14 Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
34 Fri 2/24		The Gastrointestinal System The Urinary System The Reproductive System	Read chapter 15,16 and 17 complete Chapter Review Questions And workbook exercises. (2 hours) Hartman videos Assist with use of Bedpan(7 min) Measures and Records Urinary Output(3 min) Provides Catheter Care for Female Resident (6 min)	Course 1,2,3,4,5,6,7 Core a, b, c
35 Mon 2/27	CH 15 Skills Lab CH 16 Skills Lab	The Gastrointestinal System The Urinary System Work Ethics Topic: Communication	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises. Lab <ul style="list-style-type: none"> Measure and Record Urinary Output Assist with Bedpan Catheter Care 	Course 1,2,3,4,5,6,7 Core a, b, c
36 Tues. 2/28	CH 17 Skills Lab	The Reproductive System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises. •	Course 1,2,3,4,5,6,7 Core a, b, c
35 Wed 3/1	CH 15,16,17 Skills Lab	Exam Chapter 15, 16, and 17 Skills/Labs	Lecture, Class assignments, and/or Lab <ul style="list-style-type: none"> Measure and Record Urinary Output Assist with Bedpan Catheter Care Read chapter and complete Chapter Review Questions And workbook exercises. 	Course 1,2,3,4,5,7 Core a, b, c

			Exam Chapter 15, 16, and 17	
Thurs 3/2		STC STAFF DEVEELOPMENT-NO CLASS		
36 Fri 3/3		The Integumentary System The Circulatory or Cardiovascular System	Read chapter 18 and 19 complete Chapter Review Questions And workbook exercises.(2 hours) Hartman Videos Counts and Records Radial pulse (3 min) Counts and Records Respirations (3 min) Measures and Records Blood Pressure (7 min) Measures and Records electronic blood pressure (2 min)	Course 1,2,4,5,7 Core a, b, c
37 Mon 3/6	CH 18 Skills Lab	The Integumentary System Work Ethic: Cooperation	Lecture, Class assignments, and/or Lab <ul style="list-style-type: none">Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
38 Tues. 3/7	CH19 Skills Lab	The Circulatory or Cardiovascular System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
39 Wed 3/8	CH 18,19 Skills/Labs	Review/Labs	Lecture, Class assignments, and/or Skills/Labs Review all skills	Course 1,2,3,4,5,6,7 Core a, b, c
40 Thurs. 3/9	CH 18,19 Skills Lab	Exam Chapters 18 and 19 Skills/Labs	Exam Chapters 18 and 19 Lecture, Class assignments, and/or Skills/Labs Review all skills	Course 1,2,3,4,5,6,7 Core a, b, c
41 Fri 3/10		The Respiratory System The Musculoskeletal System	Read chapter 20 and 21 complete Chapter Review Questions And workbook exercises. (2 hours)	Course 1,2,3,4,5,6,7 Core a, b, c
42 Mon.	CH 20	The Respiratory System	Lecture, Class assignments, and/or	Course 1,2,3,4,5,6,7

3/13	Skills Lab	Work Ethic: Respect	Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Core a, b, c
43 Tues. 3/14	CH 21 Skills Lab	The Musculoskeletal System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
44 Wed. 3/15	CH 20,21 Skills/Labs	Review/Labs	Lecture, Class assignments, and/or Skills/Labs Review all skills	Course 1,2,3,4,5,6,7 Core a, b, c
45 Thurs 3/16	CH 20,21 Skills Lab	Exam/Chapter 20 and 21 Skills/Labs	Exam/Chapter 20 and 21 Skills/Labs	Course 1,2,3,4,5,6,7 Core a, b, c
46 Fri 3/17		The Nervous System The Integumentary System	Read chapter 22 and 23 complete Chapter Review Questions And workbook exercises.(2 hours)	Course 1,2,3,4,5,6,7 Core a, b, c
47 Mon 3/20	CH 22 Skills Lab	The Nervous System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
48 Tues. 3/21	CH 22 Skills Lab	Continued Lecture of the Nervous System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
49 Wed 3/22	CH 23 Skills Lab	The Integumentary System	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 2 Core a, b, c
50 Thurs 3/23	CH 22,23 Skills Lab	Exam Chapters 22 and 23 Skills/Labs	Exam Chapters 22 and 23 Lecture, Class assignments, and/or Skills/Labs	Course 1,2,3,4,5,6,7 Core a, b, c

51 Fri 3/24		The Immune and Lymphatic Systems Rehabilitation and Restorative Care	Read chapter 24 and 25 complete Chapter Review Questions And workbook exercises.(2 hours)	Course 1,2,3,4,5,6,7 Core a, b, c
52 Mon 3/27	CH 24 Skills Lab	The Immune and Lymphatic Systems	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
53 Tues. 3/28	CH 25 Skills Lab	Rehabilitation and Restorative Care	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 1,2,3,4,5,6,7 Core a, b, c
54 Wed 3/29	CH 24,25 Skills/Labs	Review/ Labs Skills	Lecture, Class assignments, and/or Lab Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
55 Thurs 3/30	CH 24,25 Skills Lab	Exam Chapter 24 and 25 Review/ Labs Skills	Exam Chapter 24 and 25 Lab Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
56 Fri 3/31	CH 26,27,28	Subacute Care End of Life Care Your New Position	Read chapter 26 and 27 and 28 complete Chapter Review Questions And workbook exercises.(2 hours)	Course 1,2,3,4,5,6,7 Core a, b, c
57 Mon 4/3	CH 26 Skills Lab	Subacute Care	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 3, 6 Core a, b, c
58 Tues 4/4	CH 27 Skills Lab	End of Life Care	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions and workbook exercises.	Course 2,3 Core a, b, c
59 Wed 4/5	CH 28 Skills Lab	Your New Position	Lecture, Class assignments, and/or Lab Read chapter and complete Chapter Review Questions And workbook exercises.	Course 2,3 Core a, b, c
60 Thurs 4/6	CH 26,27,28 Skills Lab	Exam Chapter 26,27, and 28 SKILLS LAB	Exam Chapter 26,27, and 28 SKILLS LAB <ul style="list-style-type: none"> • Job Application • Cover Letter 	Course 2,3 Core a, b, c

			<ul style="list-style-type: none"> • Resume • Review/Labs 	
61 Fri 4/7		Review all chapters/skills	Review all chapters/skills <ul style="list-style-type: none"> • Complete workbook • Watch all Hartman videos • (2 hours) 	Course 1,2,3,4,5,6,7 Core a, b, c
4/10- 4/14		METTER SRPING BREAK!!!!		
62 Mon 4/17	Review all chapters Skills Lab	Review/ Labs Skills	Lab Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
63 Tues. 4/18	Review all chapters Skills Lab	Review/ Labs Skills	Lab Skills Checkoffs	Course 1,2,3,4,5,6,7 Core a, b, c
64 Wed 4/19		CPR/First Aid		
65 Thurs 4/20		CPR/First Aid		
66 Fri 4/21	Review all chapters	Review all chapters/skills	Review skills videos and complete workbook exercises.(2 hours)	Course 1,2,3,4,5,6,7 Core a, b, c
67 Mon 4/24		N-95 Mask Fit Test Guest Speaker		
68 Tues 4/25	All Chapters Skills Lab	STC LAB /Final Exam Review	Review all chapters/skills	Course 1,2,3,4,5,6,7 Core a, b, c
69 Wed 4/26	All Chapters Skills Lab	STC LAB/ Final Exam/Skills Finals	Final Exam/Skills Finals	Course 1,2,3,4,5,6,7 Core a, b, c
70 Thurs. 4/27	Skills Lab	Skills Final	Skills Final	Course 1,2,3,4,5,6,7 Core a, b, c
71 Fri 4/28	Review all chapters	Review all chapters/skills	Review skills videos and complete workbook exercises.(2 hours)	Course 1,2,3,4,5,6,7 Core

				a, b, c
72 Mon 5/1	Skills Lab	Skills Retake Day	Skills Retake Day	Course 1,2,3,4,5,6,7 Core a, b, c
5/02 5/03 5/04	Clinical Dates	Twenty Four (24) Hours Students will be scheduled for no more than 8 Hours per clinical day planned.	Dates for clinical time will be set by the instructor and provided 1 month prior to clinical.	Course 1,2,3,4,5,6,7 Core a, b, c
TBA		Completion of Final Program Paperwork		

COMPETENCY AREAS:

1. Part I: Communication; Infection Control, Safety/Emergency/FBAO/Body Mechanics; Residence Independence; Resident's Rights; Legal/Ethical Behavior and Scope of Practice.
2. Part II: Basic Nursing Skills
3. Part III: Personal Care Skills
4. Part IV: Mental Health and Social Service Needs
5. Part V: Care of Cognitive Impaired
6. Part VI: Basic Restorative Services
7. Part VII: Residents Rights

GENERAL CORE EDUCATIONAL COMPETENCIES:

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.