Certified Nursing Assistant

COLLEGE ENROLLMENT

Application and Information Packet

Updated 03/13/2018

DEADLINE:  First Friday of August  (For fall semester)
Third Friday of November  (For spring semester)
Health Professions Program at Utah State University Price

Certified Nursing Assistant

The Certified Nursing Assistant Program is a certificate program that can be completed in one semester. The program prepares and trains individuals for a career in health care. Certified Nursing Assistants can seek employment with home health and long-term care facilities. Students receive a Certificate of Completion from Utah State University upon completion of academic coursework and clinical experience. The Certified Nursing Assistant Program is an approved program with the Utah Nursing Assistant Registry. Upon the successful completion of coursework, students are eligible to take written and skills certifications exams. The USU Price Certified Nursing Assistant Program complies with the State of Utah requirements for Certified Nursing Assistants. Students successfully completing the program will be well prepared for a career as a Nursing Assistant.

Certified Nursing Assistant Entrance Requirements

Utah State University has an open admission policy. Applicants will be admitted without regard to race, color, religion, sex, national origin, age, disability, or veteran’s status. In addition, discrimination on the basis of sexual orientation for employees in all aspects of employment and for students in academic programs and activities is prohibited. High school graduation or GED is required to be accepted into the program. Acceptance into this program will be by the selection process.

General Admissions Procedures

To be officially admitted to the college as a full-time matriculated student, an applicant must submit the following:

1. Must be at least 16 years of age before beginning the program.
2. A completed Application for Admission.
3. A $50 nonrefundable application fee.
4. Official transcripts of all previous high school and/or their GED and college work if the student is a transfer student.
5. Placement and evaluation exam. ACT (American College Test), or Accuplacer Exam for English & ALEKS Exam for Math (minimum score of 14) if taking more classes than NURS 1000 only.
6. Must have a minimum GPA of 2.50 for admittance into the program.

Notification of acceptance and resident status will be sent from the Health Professions Department Chairperson. If a student's application is incomplete at the time of registration, the student will not be admitted to the program. Students applying for financial aid, must be a high school graduate or GED recipient, and be matriculated before receiving aid.
A declaration of a major is accomplished through the Application for Admission. Students desiring to change their majors after acceptance are required to complete "A Change of Major" form at the Admissions and Records Office.

**Returning Students**

A student who has been away for more than 2 semesters, must submit a new application for admission along with a $20.00 reapplication admission fee. Those who have attended other colleges or universities in the interim will be asked to submit transcripts of all college credits.

**Enrollment Prior to High School Graduation**

An academically qualified high school student who wishes to enroll at USU Price must fill out a Concurrent Enrollment-Early College form as well as a Student Acknowledgement & Parental Consent Agreement form. Students may work concurrently on high school classes and the NURS 1000, while still in high school.

**Transfer Students**

A transfer student from another college or university must submit the following:

1. A completed Application for Admission.
2. A $50 one-time nonrefundable application fee.
3. Official transcripts of all previous college work. (Official transcripts must be sent directly from the previous school. Hand carried transcripts will not be accepted.)
4. ACT or Accuplacer test scores. If a transfer student has completed 20 hours and has taken an English course equivalent to our English 1010, they will not be required to take the above tests.
5. A transfer student cannot transfer credits with D or E (F) grades or credits from developmental or remedial courses. Grades of C or better will be allowed for all classes required for the Program. Credits from remedial classes will not be accepted.
6. The student must be in good standing and eligible to re-enroll at the college or university where they were most recently registered.
7. Transfer students will not be matriculated until official transcripts of all high school, previous college or university work are submitted to USU Price.
Application Requirements Checklist [Checklist in PDF format to print and turn in with paperwork]

1. Complete The Certified Nursing Assistant Application and return it to:

   Dianne Wright, BSN, MS, RN
   Instructor, CNA Program
   Utah State University Moab
   125 West 200 South
   Moab, UT  84532

2. Advising - Students interested in the Certified Nursing Assistant Program must complete an Application, be accepted and provide all required documents PRIOR to registering for the CNA course.

3. Registration Date and Time - Please visit the USU Price Website for registration information.

4. We have begun working with CastleBranch Compliance Tracking system. This new system will allow you to apply for a background check and a drug screen. All immunization records and copies of certificates should be given to the program instructor.

   The background check and the drug screen must be ordered and/or uploaded to your Compliance Tracker packet through CastleBranch. Please use this link:
   portal.castlebranch.com/ut61

   A fee will be charged for drug screen.

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**Required Immunizations**

All immunizations below are required. All records must be complete and on file with Program Instructor PRIOR to beginning your program:

**Twinrix (Hepatitis A & B) series:** The first injection of the series needs to be completed prior to Semester One or in the initial weeks of the semester. The second injection is given one month after the first injection. The third injection is completed six months after the first injection of the series.

**MMR:** Documentation of two MMR immunizations, or a titer indicating immunity, needs to be completed prior to the end of Semester One. If you do not have childhood immunization records, it is recommended that you begin these immunizations or obtain a titer before beginning the program. All students born after 1964, who received their MMR immunization, will require a booster.

**TB:** Documentation of a recent **two-step** TB test is required during the initial weeks of semester one. You can have this test up to 3 months before starting the
program. TB tests are good for one year. If yours will expire prior to completion of
the program, you will need to repeat it.

Varicella: At least one Chicken pox vaccination or titer indicating immunity.

Tdap: At least one pertussis immunization as an adult.

Meningococcal: One dose

Influenza: Seasonal as required by facility.

CPR requirement
Students must take a Healthcare Provider CPR course and receive CPR and first
aid cards to meet the CPR requirement. Periodically, CPR courses are offered on
campus. Please make arrangements to attend (including notifying other instructors).
This must be completed by the middle of Semester One. CPR certification is usually valid
for 2 years.

*Students will be required to turn in a packet to Staff Assistant with all of the above records. Students
should keep a copy of all records for their own files.

Practicum Orientation

Prior to initiating any clinical practicum externship, students are required to attend an orientation with
the appropriate sites that they will be attending for their clinical experience.

Clinical Experience

Certified Nursing Assistant Practicum/Externship: Our Certified Nursing Assistant students will train in
long-term nursing settings. After students demonstrate proficiency in all areas of clinical aspects
through course work and practice, students will be placed in clinical rotations to get the best experience
possible. These clinical rotations are an important part of the program. Students must commit to
attending all clinical rotations of 24 hours minimum. This will ensure that they meet course completion
requirements.
Program Requirements

*Application packet deadline: First Friday in August (fall) and Third Friday in November (spring)*

The CNA application must be submitted by the first Friday in August for fall semester, or by the third Friday in November, for admittance into the program spring semester.

**State Certification and Examination:** After the successful completion of the required course work and practicum, students may pay testing fees, and schedule both written & skill portions of the State of Utah Certification Examination (given on Utah State University Price or Blanding Campuses). Three attempts are allowed for each test (separate fees are charged). Upon passing, the student will be certified as a Certified Nursing Assistant. **IMPORTANT:** Exams must be completed within one year of course completion.

**ATTENDANCE:**

UNAR requires proof of 100 training hours minimum

- 80 hours  Class/skills Lab
- 24 hours  Clinical training
Health Professions: Certified Nursing Assistant Program Checklist

☐ Must be 16 years of age
☐ Must have 10th grade reading and math levels (14 on ALEKS exam)
☐ Submit Completed Certified Nursing Assistant Program Application with a copy of high school/GED and any college transcripts.
☐ Submit Certified Nursing Assistant Student Contractual Agreement (found in the Handbook) to the instructor first day of class.
☐ Vaccination Records: Complete and up to date to instructor
☐ Drug Screen and Background check uploaded to CastleBranch.
☐ CPR card up to date (Will be offered during semester if necessary)

*Application packet deadline: First Friday in August* (Fall semester)

*Third Friday in November* (Spring semester)

After application approval, you are ready to register for semester one courses.

Please submit Application to:

Utah State University Moab
Dianne Wright, BSN, MS, RN
Instructor, CNA Program
125 West 200 South
Moab, UT  84532
Dianne.wright@usu.edu
Text (435) 260-8381

A copy of the above records and documentation needs to be maintained and updated as appropriate by the student and as requested by the instructor and/or staff assistant.
CERTIFIED NURSING ASSISTANT PROGRAM

DEADLINE:  First Friday in August (Fall Semester)
            Third Friday in November (Spr Semester)

Application

Name (Print) _____________________________________________________________

Last   First   Middle

Names Previously used: _____________________________________________________

Student USU A# ____________________________________________________________

Phone: Day______________________ Evening__________________ Cell_______________

Mailing Address___________________________________________________________

City________________________ State_______________ Zip______________________

Age __________  High School Attended ________________________________________

Accuplacer Score  ENGLISH ____________  ALEKS Score MATH ____________

OR  ACT Score ________________________  High School or College GPA _______

Email address ____________________________________________________________

(This email will be used to contact you about the MA Program)

I have provided true, complete and correct information on this application.  I have
read and understand the information presented in this packet.

Signature__________________________ Date________________________