



**MCC Nurse Aide Phase I or 75 Hour
MCC Course 2018-40 HSC 172 M1H
IVCE Nurse Aide Course 575
Mondays, Tuesdays, Wednesdays,
Thursdays, Fridays, from 9:00 am – 3:30 pm
Nurse Aide Orientation Course 4500006(574)**

The purpose of this course is to educate students in the basic level of knowledge and the demonstration of skills to provide safe, effective resident care. This course meets the requirement of the Department of Inspection and Appeals for nursing assistants / direct care givers working in long-term care and skilled facilities. Upon completion, a student is eligible to take the written and skills performance competency tests to become a Certified Nursing Assistant in the State of Iowa.

Objectives:

- Discuss characteristics and functions of an effective nurse aide
- Demonstrate the maintenance of a safe resident environment
- Discuss and demonstrate the nurse aide's role in assisting the resident in personal care needs
- Identify nutritional needs and assistance as required
- Demonstrate the role of the nurse aide in performing routine care procedures
- Identify special needs of residents and the nurse aide's role in their care

Class Schedule: includes mandatory orientation and completion of required forms, classroom, lab, and clinical experience in a long term care facility.

All students register in and pay for the IVCE Nurse Aide Orientation/Background Check course 4500006(574), \$25, before 4-17-19 at 11:59 pm. or call 641-752-4645, 8:00 am – 4:30 pm Monday-Friday to register over the phone and pay with credit card. Everyone will also need to enroll in and complete the Dependent Adult Abuse for Mandatory Reporters course before the clinical experience. There will be several options and courses to choose from. Specific Dependent Adult Abuse for Mandatory Reporter course information will be given to the students in a separate flier and the cost is \$39.

Nurse Aide Mandatory Orientation/Background Check class and completion of required forms will take place on April 18, 2019 from 5:30-8:00 pm and on May 9, 2019 from 1:00-3:30 pm. Students must attend both dates at Iowa Valley Continuing Education, 3702 S Center St., room 608 in Marshalltown. You must bring a black pen and your social security card/number on April 18, 2019. You will fill out the required background check forms and review class requirements. The required nurse aide forms can be found at this link <https://ce.iavalley.edu/workforce-education/health/direct-care/> and are provided during class.

Classroom dates, time, location: from 9:00 am – 3:30 pm Monday – Friday with a 30 minute lunch break on your own. Class will be held at Marshalltown Community College campus, 3700 S Center St., room 537. Everyone will attend class on May 13, 14, 15, 16, 17, 20, 21, 22, 23, 2019. Additional dates and times may be added depending upon class size and weather delays or cancellations. This class schedule is subject to change.

Clinical: A minimum of 30 clinical hours will be arranged by the instructor.

Lab and Clinical: will take place during daytime, evenings, week days and weekends.

***May 9, 2019 documentation of all required and completed immunizations and two step TB testing results are due. If you do not provide this information you will not be enrolled in the class.**

Costs: Background check \$25, Dependent Adult Abuse for Mandatory Reporter \$39, Nurse Aide skills exam \$95 and Nurse Aide computerized competency exam is \$55. You will also incur costs for uniform, shoes, immunizations, Influenza vaccine, two step TB test, and a watch with a second hand.

College credit students are responsible for their payment of class, text book, workbook, and background check.

All students are responsible for payment of their immunizations, influenza immunization, two step TB testing, uniforms, shoes, watch with second hand, Dependent Adult Abuse for Mandatory Reporter class, state computer exam fee and state skills exam fee. Immunization documentation and TB documentation is due on or before May 9, 2019.

Financial Assistance - Iowa Valley Continuing Education utilizes the **Gap Tuition Assistance Program** to provide tuition support for eligible participants. The Gap Tuition Assistance Program is offered to non-credit certificate programs that are not eligible for federal financial aid. This program fills the gap in providing resources to populations that would otherwise not be able to afford training. The program is a needs-based tuition assistance program to eligible applicants to enable completion of continuing education certificate training programs for in-demand occupations. It is recommended that you apply for GAP Tuition Assistance at least 30 days before the registration deadline of 4-17-19. Persons interested in the Gap Tuition Assistance Program can contact Jennifer Rice, Marshalltown, at 641-844-5629 or e-mail, Jennifer.Rice@iavalley.edu or Kim Brinkmeyer, Iowa Falls, at 641-648-8581 or email, Kim.Brinkmeyer@iavalley.edu.

Required Book and Workbook: Nursing Assisting A Foundation in Caregiving, by Diana Dugan, RN, 4th Edition, Hartman Publishing, new or used, ISBN 978-1-60425-061-9 and **Workbook** Nursing Assisting a Foundation in Caregiving, 4th Edition, Hartman Publishing, new one time use workbook, ISBN 978-1-60425-062-6. Available from the MCC bookstore or other online resources. Bring the book and workbook to class with you.

Instructor: Leanne Kruse, ARNP

You must complete and pass the background check which will be done at orientation on April 18, 2019 in order to progress into the class.

Students: be aware that you will need to have cleared the background check and have provided all of the required health/immunization/TB testing documentation, and have completed all pre-requisite requirements by May 9, 2019. **If you have not provided the required pre-requisite documents you will not be enrolled into the Nurse Aide class.**

At registration time you will need to provide your legal name, home address, phone contact information, email address, birthdate, social security number and credit card payment.

Third Party billing of background checks for students can be done by calling 641-752-4645 and providing the required registration information for all students.

Required Registration Information

Name _____
Home address _____
City _____ State _____ Zip Code _____
Home Phone () _____ Work Phone () _____
Cell Phone () _____ Birth date _____
Email address _____
Social Security Number _____
Course Name _____ Course Number _____
Payment Method _____

It is the policy of Iowa Valley Community College District that no individual will be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by the District on the basis of actual or potential parental, family or marital status; age; color; creed; gender identity; national origin; physical or mental disability; race; religion; sex; or sexual orientation as required by the Iowa Code §§ 216.6 and 216.9, Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and Title II of the Americans with Disabilities Act (42 U.S.C. § 12101, et seq).

Iowa Valley Continuing Education students who feel they have been discriminated against are advised to contact Jacque Goodman, Education Equity Officer, at 641-844-5640 or Jacque.Goodman@iavalley.edu. Complaints may be filed with the Iowa Civil Rights Commission at 400 East 14th Street, Des Moines, Iowa 50319, 800-457-4416, and/or the U.S. Department of Education, Office for Civil Rights, at the Chicago Office, 500 West Madison Street, Suite 1475, Chicago, Illinois 60661, 312-730-1560.

Retaliation against any individual for reporting discrimination or assisting in providing information relevant to a report of discrimination is strictly prohibited by IVCCD and constitutes a violation of this policy.